

CITY OF UTICA

URBAN AND ECONOMIC DEVELOPMENT

SECTION 8 HOUSING

1 Kennedy Plaza, Utica, New York 13502

(315)792-0199 fax: (315)738-7741

ROBERT M. PALMIERI
MAYOR

The City of Utica Section 8 Program 2022 Annual & Administrative Plan

The Annual Plan of 2022 and updated changes to the Administrative Plan have been uploaded for review.

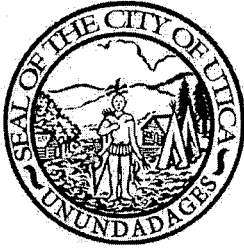
Due to the COVID-19 Pandemic, written Public Comments to the above plan will be accepted through November 29, 2021 by one of the following methods:

Email to: Kcurley@cityofutica.com

Faxed to: (315)738-7741

Mailed to: City of Utica Section 8 Program, 1 Kennedy Plaza, Utica, NY 13502

A Public Hearing will be scheduled by virtual meeting and those that wish to participate in this meeting will be required to request an invitation to participate in the meeting by sending an email to: Kcurley@CityofUtica.com by November 29, 2021.



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URBAN AND ECONOMIC DEVELOPMENT

SECTION 8 HOUSING

1 Kennedy Plaza, Utica, New York 13502

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ROBERT M. PALMIERI
MAYOR

PHA ANNUAL PLAN MEETING

October 12, 2021

PHA Annual Plan

No significant amendment or modifications

2022 Annual Plan Updates:

The Section 8 Administrative Plan has been updated to include language and policy revisions to regulations or issued PIH notifications and HUD references.

- Clarifications and modifications to make sure the content is up to date, user friendly and in compliance with all HUD regulations and program guidance.

Most of the changes for this update were necessary by the publication of the following:

- Updated options on various decision points including EIV System Searches, Existing Tenant Search, Debts Owed to PHAs and Income and IVT Reports
- Clarifications and updates to Briefing Policies
- Updated options to include Remote Video Inspections
- Added references and text to informal review procedures and remote informal review procedures
- Added PIH Notice reference to remote informal hearings procedures
- Added reference to ensuring accessibility to for persons with disabilities and LEP individuals
- Added new CFR references under lead-based paint

Public Hearing Announcement can be found in the Utica Section 8 Website
Comments/Concerns

Streamlined Annual PHA Plan (HCV Only PHAs)

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

OMB No. 2577-0226
Expires 02/29/2016

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

Applicability. Form HUD-50075-HCV is to be completed annually by **HCV-Only PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, Small PHA, or Qualified PHA do not need to submit this form. Where applicable, separate Annual PHA Plan forms are available for each of these types of PHAs.

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 of 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, or at risk of being designated as troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 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 exceeds 550, and that was designated as a standard performer in the most recent PHAS and 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: City of Utica Section 8 Program PHA Code: NY443 PHA Plan for Fiscal Year Beginning: (MM/YYYY): 04/2022 PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Housing Choice Vouchers (HCVs) 1285 PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission			
Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website.				
<input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below)				
	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia
	Lead HA:			No. of Units in Each Program

B	Annual Plan
B.1	<p>Revision of PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Annual Plan submission?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> De-concentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Operation and Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Informal Review and Hearing Procedures.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification.</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element(s):</p>
B.2	<p>New Activities</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Project Based Vouchers.</p> <p>(b) If this activity is planned for the current Fiscal Year, describe the activities. Provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.</p>
B.3	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N N/A</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p>
B.4	<p>Civil Rights Certification</p> <p>Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
B.5	<p>Certification by State or Local Officials.</p> <p>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.</p>

<p>B.6</p>	<p>Progress Report. The City of Utica Section 8 Program continues to monitor the impact of the COVID-19 Pandemic on program participants, owners, and applicants. Several mechanisms have been implemented to address the needs of those we serve and reinforce our commitment to assist persons in need of safe, decent and affordable housing. These mechanisms include: Cares Act Waiver extensions (see attached); increases to program payment standards to assist in quicker participant lease up and program utilization rates; expedited interim adjustments; implementation of the new Emergency Housing Voucher (EHV) program; and client referrals to local Empowered Pathways Landlord/Tenant Mediation Services for landlord/tenant disputes that arise outside of PHA jurisdiction.</p> <p>In addition to the mechanisms listed above, our clients were provided with a series of landlord/tenant engagement tools including new landlord incentive opportunities in EHV, ERAP information, consultations on repayment agreements, and other emergent resources from community service providers. We've recently collaborated with a local landlord engagement specialist in the CoC to combine resources, better identify and address program misconceptions, and provide program education to the public.</p> <p>The City of Utica Section 8 Program continues to promote EHV, HCV, FSS, FUP, PBV and Homeownership programs throughout the community and is actively working with local media outlets to educate the public on the availability of such programs, with an emphasis on the new EHV program. Section 8 recently provided two televised media interviews and released educational information via the city's social media page and program website to raise continued awareness.</p> <p>The City of Utica has executed the new EHV program which allows us to further assist our most vulnerable populations with housing stability, and serves those impacted by homelessness, at-risk of homelessness, domestic violence, and human trafficking. We are currently in receipt of CoC referrals and are actively issuing vouchers and assisting EHV clients with lease up. The EHV program has fostered a deeper collaboration with local service providers within the CoC-518. This collaboration has allowed the program to better identify and address the everchanging needs of persons in our community in need of safe, decent, and affordable housing during the pandemic and eviction moratorium.</p> <p>The program remains an active member of the local CoC-518 and the Lead Prevention Coalition. We also provide program representation on two new community engagement groups, including; The Mayor's Housing Stability Task Force, and The Oneida County Homeless (Oneida Square) Task Force. These two new groups were created to address homelessness and housing stability during the pandemic and eviction moratorium.</p> <p>We are currently in the process of updating program software to better facilitate remote communications with our client base, streamline the sharing of program documentation, and allow for e-signatures. We anticipate these updates will allow for expedited program processes including an increase in efficient communications and program assistance. Currently, all program staff are in the process of training on the implementation of the new software capabilities through Happy.</p> <p>The program continues to work on staff development. We have applied various staff trainings throughout the year through Nan McKay and AH Forward to ensure the continued compliance of program regulations and enhance overall program performance as new staff and administration are welcomed into our office. The program had a successful audit with no findings, and continues to maintain a high performer status on SEMAP (waived this year due to COVID).</p> <p>The Section 8 Program formed new partnerships with the local Latino Association, The City of Utica's Community Engagement Director and Compass Interpreters to assist in the recruitment of diversified staff members with bilingual abilities to reflect the population being served by our programs. We have successfully hired two new staff members that meet our program's diversity needs. This collaboration with community partners will continue as part of our recruitment process for future vacancies.</p>
<p>B.7</p>	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(a) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>

Instructions for Preparation of Form HUD-50075-HCV Annual PHA Plan for HCV Only PHAs

A. PHA Information. All PHAs must complete this section. (24 CFR §903.23(4)(e))

A.1 Include the full PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), Number of 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.

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

B. Annual Plan. All PHAs must complete this section. (24 CFR §903.11(c)(3))

B.1 Revision of 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."

☐ **Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income families who reside in the PHA's jurisdiction and other families who are on the Section 8 tenant-based waiting list. 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 and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. (24 CFR §903.7(a)(1) and 24 CFR §903.7(a)(2)(i)). Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. (24 CFR §903.7(a)(2)(ii))

☐ **Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.** A statement of the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for HCV. (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 HCV funding and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support 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 rental contributions of families receiving tenant-based assistance, discretionary minimum tenant rents, and payment standard policies. (24 CFR §903.7(d))

☐ **Operation and Management.** A statement that includes a description of PHA management organization, and a listing of the programs administered by the PHA. (24 CFR §903.7(e)(3)(4))

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

☐ **Homeownership Programs.** A statement describing any homeownership programs (including project number and unit count) administered by the agency under section 8y of the 1937 Act, or for which the PHA has applied or will apply for approval. (24 CFR §903.7(k))

☐ **Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.** A description of any PHA programs relating to services and amenities coordinated, promoted, or provided by the PHA for assisted families, including those resulting from the PHA's partnership with other entities, for the enhancement of the economic and social self-sufficiency of assisted families, including programs provided or offered as a result of the PHA's partnerships with other entities, and activities under section 3 of the Housing and Community Development Act of 1968 and under requirements for the Family Self-Sufficiency Program and others. Include the program's size (including required and actual size of the FSS program) and means of allocating assistance to households. (24 CFR §903.7(l)(i)) Describe how the PHA will comply with the requirements of section 12(c) and (d) of the 1937 Act that relate to treatment of income changes resulting from welfare program requirements. (24 CFR §903.7(l)(iii)).

☐ **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. Should the PHA fail to define 'significant amendment/modification', HUD will consider the following to be 'significant amendments or modifications': a) changes to rent or admissions policies or organization of the waiting list; or b) any change with regard to homeownership programs. See guidance on HUD's website at: Notice PIH 1999-51. (24 CFR §903.7(r)(2)(ii))

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

B.2 New Activity. If the PHA intends to undertake new activity using Housing Choice Vouchers (HCVs) for new Project-Based Vouchers (PBVs) in the current Fiscal Year, mark "yes" for this element, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake this activity, mark "no." (24 CFR §983.57(b)(1) and Section 8(13)(C) of the United States Housing Act of 1937.

☐ **Project-Based Vouchers (PBV).** Describe any plans to use HCVs for new project-based vouchers. If using 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 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 §903.11(c)(3), 24 CFR §903.7(p))

B.4 Civil Rights Certification. Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, 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 AFFH Certification if: it can document that it examines its programs and proposed programs to identify any 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))

B.5 Certification by State or Local Officials. Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, including the manner in which the applicable plan contents are consistent with the Consolidated Plans, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15)

- B.6 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 §903.11(c)(3), 24 CFR §903.7(r)(1))
- B.7 Resident Advisory Board (RAB) comments.** If the RAB provided comments to 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)

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 Annual PHA Plan. The Annual PHA Plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 4.5 hour 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

**Certifications of Compliance with
PHA Plans 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 02/29/2016

**PHA Certifications of Compliance with the PHA Plan and Related Regulations including
Required Civil Rights Certifications**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year and/or ✓ Annual PHA Plan for the PHA fiscal year beginning 04/2022, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) 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.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
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 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.
5. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
7. For PHA Plans that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of 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;
 - 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 part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. 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.
10. 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.
11. 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.

12. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
13. 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.
14. 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.
15. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
16. 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.
17. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
18. 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.
19. 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).

City of Utica Section 8 Program

NY 443

PHA Name

PHA Number/HA Code

☒ Annual PHA Plan for Fiscal Year 2022

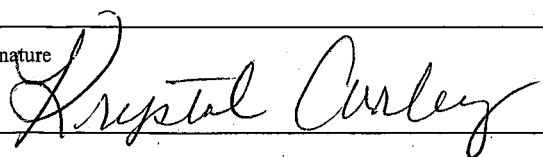
☐ 5-Year PHA Plan for Fiscal Years 20__ - 20__

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 Authorized Official
Krystal Curley

Title
Housing Assistance Administrator

Signature



Date
10/4/2021

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 02/29/2016

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 Chairman or other authorized PHA official, I approve the submission of the 5-Year PHA Plan for the PHA of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the public housing program of the 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, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those program, addressing those impediments in a reasonable fashion in view of the resources available and working with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.

CITY OF UTICA SECTION 8 PROGRAM

NY443

PHA Name

PHA Number/HA Code

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

Name of Authorized Official

Title

Krystal Curley

Housing Assistance Administrator

Signature

Date

10-4-21

**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 2/29/2016

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

I, Brian Thomas, the UED Commissioner
Official's Name *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the

City of Utica Section 8 Program

PHA Name

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of
Impediments (AI) to Fair Housing Choice of the

City of Utica

Local Jurisdiction Name

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State
Consolidated Plan and the AI.

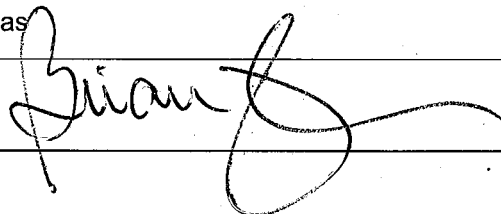
The City of Utica Section 8 Program is consistent with the City of Utica Consolidated Plan to provide safe, decent and sanitary housing conditions for very low income families and to manage resources effectively to promote personal economic and upward mobility, and to provide families with the opportunity to make the transition from subsidized to non-subsidized housing.

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

Name of Authorized Official

Brian Thomas

Signature



Title

City of Utica UED Commissioner

Date

10-4-2021

3/1/21 Revisions to Policy Instruction Guide		
Remove Pages	Insert Pages	Changes Made in Policy Instruction Guide
Entire Guide TOC	TOC-1 thru TOC-18	Updated TOC
2-1 thru 2-6	2-1 thru 2-6	Corrected formatting in first paragraph on p. 2-1 Corrected formatting under 2-I.A. Option 1 and added text in 1st bullet under 2-I.B. Decision Point , on p. 2-3 Corrected formatting in 2nd paragraph under Option 1 on p. 2-5
2-9 thru 2-12	2-9 thru 2-12	Added 2nd bullet text and under corrected formatting in 1st and last paragraph, and added new 2nd paragraph under Option 1 on p. 2-9 Added new 2nd and 3rd bullet text on p. 2-11 Added text under Option 1, changed and added text under Option 2, and added a new Option 3 on p. 2-12
3-17/18	3-17/18	Added new 1st paragraph under Family Members Permanently Confined for Medical Reasons Option 1 on p. 3-18
3-31 thru 3-40	3-31 thru 3-40	Updated Model Plan page numbers in Decision Points from pp. 3-31. through 3-38 Added new 3-II.F. EIV SYSTEM SEARCHES section, which includes new Existing Tenant Search Decision Point and Options, Debts Owned to PHAs and Terminations Decision Point and Options, and Income and IVT Reports subsections on pp. 3-39 and 3-40
4-23 thru 4-52	4-23 thru 4-54	Added 2nd bullet "Note" text on p. 4-23 Repaginated pp. 4-23 thru end of chapter

3/1/21 Revisions to Policy Instruction Guide

Remove Pages	Insert Pages	Changes Made in Policy Instruction Guide
5-1 thru 5-26	5-1 thru 5-30	<p>Repaginated p. 5-2 thru end of chapter</p> <p>Added text in 1st paragraph, added new Notification of Briefing subsection with new Decision Point and Options on p. 5-2</p> <p>Added new In-Person Briefings subsection heading with changed bullet and Option 1 text on p. 5-2</p> <p>Changed text in 2nd bullet and 2nd paragraph under Option 1 on p. 5-5</p> <p>Changed “Notification and Attendance” to a new “Attendance” sub-subsection heading, and changed 1st bullet and text under Option 1 on p. 5-6</p> <p>Added new Remote Briefings subsection with new Decision Point and Options on pp. 5-7 and 5-8</p> <p>Added new Accessibility Requirements for Persons with Disabilities and LEP Individuals subsection, and added new Conducting Remote Briefings subsection with new Decision Point and Options on pp. 5-9 through 5-11</p> <p>Updated Model Plan page numbers in Decision Points from pp.5-12 through end of Guide chapter</p> <p>Corrected formatting in paragraph under Oral Briefing on p. 5-11</p> <p>Corrected formatting in “Time Frames....” subheading on p. 5-14</p>
6-15/16	6-15/16	Corrected typo in first paragraph of Option 1 on p. 6-15

3/1/21 Revisions to Policy Instruction Guide		
Remove Pages	Insert Pages	Changes Made in Policy Instruction Guide
8-13 thru 8-50	8-13 thru 8-54	<p>Repaginated pp. 8-13 through end of chapter</p> <p>Added new Remote Video Inspections (RVIs) subsection with new Decision Point and Options on pp. 8-13 through 8-17</p> <p>Corrected formatting in Decision Point, and added bullet text on p. 8-18</p> <p>Changed text in Options on pp. 8-19 through 8-20</p> <p>Added new 3rd bullet, corrected formatting in 2nd paragraph under Option 1 and first paragraph under Option 2 on p. 8-21</p> <p>Corrected "RTA" in 3rd bullet on p. 8-24 and in 2nd and 4th paragraph under Option 2 on p. 8-25</p> <p>Corrected formatting in 3rd bullet on p. 8-26</p> <p>Added 5th bullet text and on p. 8-27</p> <p>Updated Model Plan page numbers in Decision Points on pp. 8-27 and 8-29</p> <p>Changed Option 2 text and added new Option 3 text on p. 8-28</p> <p>Corrected formatting in 1st and 2nd bullets on p. 8-29</p> <p>Added new 3rd bullet text, added a new Option 2 and renumbered following Options on p. 8-30</p> <p>Changed text in bullet text, added a new Option 2 and renumbered following Option on p. 8-31</p> <p>Under 8-II.C, changed Decision Point bullet text and Options on pp. 8-32 through 8-34</p> <p>Spelled out "five" in 3rd full paragraph on p. 8-34</p> <p>Corrected formatting in 2nd bullet and spelled out "five" in 3rd paragraph under Option 2 on p. 8-35</p> <p>Added reference in 8.II.E. heading on p. 8-37</p> <p>Spelled out "five" in 3rd bullet, and corrected formatting in 4th and 5th bullets on p. 8-38</p> <p>Deleted text in 1st paragraph, spelled out "five" and corrected formatting in 2nd paragraph under Option 1 on p. 8-39</p> <p>Spelled out "five" in Option 1 paragraph on p. 8-43</p> <p>Corrected formatting in 8-III.B. heading on p. 8-45</p> <p>Corrected formatting in subheading on p. 8-47</p> <p>Corrected formatting in first subheading on p. 8-48</p> <p>Deleted last paragraph under Option 2 on p. 8-52</p> <p>Spelled out "five" in 2nd bullet and under Option 1 on p. 8-53</p>

3/1/21 Revisions to Policy Instruction Guide

Remove Pages	Insert Pages	Changes Made in Policy Instruction Guide
16-17 thru 16-82	16-17 thru 16-86	<p>Under Scheduling an Informal Review, added text to Option 1 on p. 16-16</p> <p>Repaginated pp. 16-16 thru end of chapter</p> <p>Added text to Informal Review Procedures paragraph, added reference to Remote Informal Reviews heading, and changed text in Decision Point bullets on p. 16-17</p> <p>Added new Ensuring Accessibility for Persons with Disabilities and LEP Individuals subsection on p. 16-18</p> <p>Updated Model Plan page numbers in Decision Points from pp.16-18 through end of Guide chapter</p> <p>Under Conducting Remote Informal Reviews, changed and added bullet text and changed Options on pp. 16-18 through 16-20</p> <p>Under Decisions Subject to Informal Hearing, added text under Decision Point and Options on p. 16-23</p> <p>Added PIH Notice reference to Remote Informal Hearings heading and changed bullet text on p. 16-24</p> <p>Added new Ensuring Accessibility for Persons with Disabilities and LEP Individuals subsection on p. 16-25</p> <p>Changed Conducting Informal Hearings Remotely bullet text and Options on pp. 16-26 and 16-27</p> <p>Deleted text under Option 1 on p. 16-29</p> <p>Under Scheduling an Informal Hearing, added new bullet text and Option 1 text on p. 16-30</p> <p>Changed text in first two bullets and in 1st paragraph under Option 1 on p. 16-33</p> <p>Added text to paragraph under Option 1 on p. 16-36</p> <p>Added new 2nd bullet text, and under Option 1, changed "<i>Hearsay Evidence</i>" definition and added text to paragraph under this definition on p. 16-40</p>
17-1/2	17-1/2	Corrected formatting in <u>Part VII: Occupancy</u> paragraph on p. 17-1
17-5 thru 17-8	17-5 thru 17-8	<p>Added new bullet text and changed text under Option 1 on p. 17-6</p> <p>Repaginated pp. 17-6 through 17-8</p> <p>Added new bullet text and changed text under Option 1 on p. 17-8</p>

3/1/21 Revisions to Policy Instruction Guide		
Remove Pages	Insert Pages	Changes Made in Policy Instruction Guide
17-13 thru 17-16	17-13 thru 17-16	<p>Changed text in 4th paragraph on p. 17-13</p> <p>Repaginated pp. 17-13 and 17-14</p> <p>Added and changed text in Option 1 under <u>PHA Request for Proposals for Rehabilitated and Newly Constructed Units</u> and <u>PHA Requests for Proposals for Existing Housing Units</u> and <u>PHA Selection of Proposals Subject to a Previous Competition under a Federal, State, or Local Housing Assistance Program</u> on pp. 17-14 through 17-16</p>
17-23/24	17-23/24	Added text in first paragraph under Option 2 on p. 17-24
17-31/32	17-31/32	Added "Choice Neighborhood" to 1st indented paragraph under both Option 1 and Option 2 on pp. 17-31 and 17-32
17-35/36	17-35/36	Added new CFR reference to paragraph under Lead-based Paint on p. 17-35
17-43/44	17-43/44	Deleted Equal Opportunity subsection on p. 17-43
17-49/50	17-49/50	Changed Option 1 and Option 2 text on p. 17-49
18-21/22	18-21/22	Added new CFR reference to paragraph under Lead-based Paint on p. 18-21
18-35/36	18-35/36	Deleted what had been the 2nd to last paragraph under the Option 1 on p. 18-36
----	19-1 thru 19-54	<p>Added new guide file for</p> <p>Chapter 19 SPECIAL PURPOSE VOUCHERS</p>

Attachment A
Amendment to the Annual and Five Year Plan
Violence against Woman Reauthorization Act of 2013 Required Statement

The PHA approved a Policy on Protections for Victims of Domestic Violence ("VAWA Policy") and related amendments to the PHA's Admission and Occupancy Policies for the Section 8 Housing Choice Voucher Program.

The PHA adopted these policies in compliance with the Violence Against Women Reauthorization Act (VAWA) Amendments of 2013. The Act also requires the PHA to describe in the Agency Plan any goals, objectives, policies or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault or stalking.

1. The PHA supports the goals of the VAWA Amendments and will comply with its requirements.
2. The PHA will continue to administer its housing program in ways that support and protect applicants and participants who may be victims of domestic violence, dating violence, sexual assault or stalking.
3. The PHA will not take any adverse action against a participant or applicant solely on the basis of action" in this context includes denial or termination of housing assistance.
4. The PHA will continue to develop policies and procedures as needed to implement the requirements of VAWA, and to collaborate with other agencies to prevent and respond to domestic violence, dating violence, sexual assault or stalking, as those criminal activities may affect applicants for and participants in the PHA's housing program.
5. The PHA's VAWA Policy states that "The PHA will provide notices explaining the VAWA protections to applicants, participants, and to property owners participating in the voucher program."

In addition:

A. The following activities, services, or programs are provided by the PHA directly or in partnership with other service providers, to child and adult victims of domestic violence, dating violence, sexual assault or stalking. The PHA will refer victims to the YWCA Domestic Violence Program.

B The following activities, services, or programs are provided by the PHA to help child and adult victims of domestic violence, dating violence, sexual assault, or stalking maintain housing.

["See above paragraph"]

C. The following activities, services, or programs are provided by the PHA to prevent domestic violence, dating violence, sexual assault and stalking, or to enhance victim safety in assisted families.

["See above paragraph"]
