

B Annual Plan Elements

B.1 Revision of 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

Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.

**Combined Housing Needs of Families on the Waiting List
(as of July 17, 2017)**

| Waiting List Data—St. Thomas | | |
|---|---------------|---------------------|
| | # of families | % of total families |
| Waiting List total | 598 | |
| Extremely low income <=30% AMI | 545 | 91.14% |
| Very low income (>30% but <=50% AMI) | 39 | 6.52% |
| Low income (>50% but <80% AMI) | 13 | 2.17% |
| Very low income (>30% but <=50% AMI) | 1 | 0.17% |
| Families with children | 303 | 50.67% |
| Elderly families | 73 | 12.21% |
| Families with Disabilities | 20 | 3.34% |
| Race/ethnicity - White | 13 | 1.48% |
| Race/ethnicity - Black/African Native | 1056 | 120.55% |
| Race/ethnicity - Amer Ind/Alaska Native | 1 | 0.11% |
| Race/ethnicity - Asian | 1 | 0.11% |
| Race/ethnicity - Nat. Hawaiian/Pacific | 0 | 0.00% |
| Race/ethnicity - Other | 25 | 2.85% |
| Race/ethnicity - Declined | 0 | 0.00% |
| Characteristics by Bedroom Size (Public Housing Only) | | |
| 1BR | 266 | 44.48% |
| 2 BR | 206 | 34.45% |
| 3 BR | 117 | 19.57% |
| 4 BR | 8 | 1.34% |
| 5 BR | 1 | 0.17% |

B.1

| Waiting List Data—St. Croix | | |
|--|---------------|---------------------|
| | # of families | % of total families |
| Waiting List total | 146 | |
| Extremely low income <=30% AMI | 129 | 88.36% |
| Very low income (>30% but <=50% AMI) | 12 | 8.22% |
| Low income (>50% but <80% AMI) | 4 | 2.74% |
| Very low income (>30% but <=50% AMI) | 1 | 0.68% |
| Families with children | 69 | 47.26% |
| Elderly families | 10 | 6.85% |
| Families with Disabilities | 8 | 5.48% |
| Race/ethnicity - White | 2 | 0.23% |
| Race/ethnicity - Black/African Native | 283 | 32.31% |
| Race/ethnicity - Amer Ind/Alaska Native | 1 | 0.11% |
| Race/ethnicity - Asian | 1 | 0.11% |
| Race/ethnicity - Nat. Hawaiian/Pacific | 0 | 0.00% |
| Race/ethnicity - Other | 9 | 1.03% |
| Race/ethnicity - Declined | 0 | 0.00% |
| Characteristics by Bedroom Size (Public Housing Only) | | |
| 1BR | 70 | 47.95% |
| 2 BR | 46 | 31.51% |
| 3 BR | 22 | 15.07% |
| 4 BR | 6 | 4.11% |
| 5 BR | 2 | 1.37% |
| Waiting List Data—St. Croix LEB I | | |
| | # of families | % of total families |
| Waiting List total | 876 | |
| Extremely low income <=30% AMI | 799 | 91.21% |
| Very low income (>30% but <=50% AMI) | 41 | 4.68% |
| Low income (>50% but <80% AMI) | 36 | 4.11% |
| Very low income (>30% but <=50% AMI) | 0 | 0.00% |
| Families with children | 462 | 52.74% |
| Elderly families | 38 | 4.34% |
| Families with Disabilities | 17 | 1.94% |
| Race/ethnicity - White | 22 | 2.51% |
| Race/ethnicity - Black/African Native | 1328 | 151.60% |
| Race/ethnicity - Amer Ind/Alaska Native | 5 | 0.57% |
| Race/ethnicity - Asian | 2 | 0.23% |
| Race/ethnicity - Nat. Hawaiian/Pacific | 2 | 0.23% |
| Race/ethnicity - Other | 182 | 20.78% |
| Race/ethnicity - Declined | 4 | 0.46% |
| Characteristics by Bedroom Size (Public Housing Only) | | |
| 1BR | 391 | 44.63% |
| 2 BR | 301 | 34.36% |
| 3 BR | 184 | 21.00% |
| 4 BR | 0 | 0.00% |
| 5 BR | 0 | 0.00% |

Waiting List Data—St. Croix LEB II

| | # of families | % of total families |
|--|---------------|---------------------|
| Waiting List total | 82 | |
| Extremely low income <=30% AMI | 59 | 71.95% |
| Very low income (>30% but <=50% AMI) | 15 | 18.29% |
| Low income (>50% but <80% AMI) | 6 | 7.32% |
| Very low income (>30% but <=50% AMI) | 2 | 2.44% |
| Families with children | 0 | 0.00% |
| Elderly families | 80 | 97.56% |
| Families with Disabilities | 3 | 3.66% |
| Race/ethnicity - White | 4 | 0.46% |
| Race/ethnicity - Black/African Native | 54 | 6.16% |
| Race/ethnicity - Amer Ind/Alaska Native | 1 | 0.11% |
| Race/ethnicity - Asian | 0 | 0.00% |
| Race/ethnicity - Nat. Hawaiian/Pacific | 0 | 0.00% |
| Race/ethnicity - Other | 23 | 2.63% |
| Race/ethnicity - Declined | 0 | 0.00% |
| Characteristics by Bedroom Size (Public Housing Only) | | |
| 1BR | 82 | 100.00% |
| 2 BR | 0 | 0.00% |
| 3 BR | 0 | 0.00% |
| 4 BR | 0 | 0.00% |
| 5 BR | 0 | 0.00% |

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

VIHA reviewed and updated its local preferences to clearly define the definition and administration of placement on the waiting list in the 2016 revision to the Admissions and Continued Occupancy Policy (ACOP), pending review and approval by VIHAs Board.

| AMP Number | Development Name | Number of Occupied Units | Average Income As of 07/17/2017 | Avg Br Calc | Development Average Income Divided by BR Factor | PHA Wide 85% - 115% Percentage relative to EIR | Acceptable Justification |
|-------------------|---------------------------------|--------------------------|---------------------------------|-------------|---|--|--|
| St. Thomas | | | | | | | |
| VQ001000011 | Oswald E. Harris Court | 272 | \$ 18,786.19 | 1.13 | \$ 16,619 | 91% | |
| VQ001000012 | Estate Tutu Highrise Apartments | 286 | \$ 19,9022.64 | 1.11 | \$ 17,076 | 94% | |
| VQ001000013 | Estate Bovoni Apartments | 315 | \$ 15,803.12 | 1.11 | \$ 14,237 | 78% | Lack of reliable public transportation and location close to the landfill, make this a high turndown complex leading to a higher concentration of poverty than in other complexes. |
| VQ001000014 | Paul M. Pearson Garden | 112 | \$ 17,133.40 | 1.03 | \$ 16,593 | 91% | |
| VQ001000014 | H. H. Bergs Homes | 45 | \$ 20,562.98 | 1.01 | \$ 20,449 | 112% | Bergs Home and Bergs Addition are located on the same site and run as one project in terms of leasing. Combined EIR is 91% within the required percentage. |
| VQ001000014 | Addition to Bergs Homes | 23 | \$ 15,347.48 | 1.20 | \$ 12,794 | 70% | |
| VQ001000014 | Lucinda A. Millin Home | 70 | \$ 11,033.04 | .72 | \$ 15,293 | 84% | 100% Elderly Project. |
| VQ001000015 | Michael J. Kirwan Terrace | 120 | \$ 20,647.84 | 1.20 | \$ 17,166 | 94% | |
| VQ001000015 | The Knolls at Contant | 77 | \$ 27,540.75 | 1.16 | \$ 23,841 | 131% | Due to the many long term residents with increasing income this development has low turnover. |

| AMP Number | Development Name | Number of Occupied Units | Average Income As of July 17, 2017 | Avg BR Calc | Development Average Income Divided by BR Factor | PHA Wide 85% - 115% Percentage relative to EIR | Acceptable Justification |
|------------------|---------------------------------|--------------------------|------------------------------------|-------------|---|--|--|
| St. Croix | | | | | | | |
| VQ001000021 | D. Hamilton Jackson Terrace | 102 | \$ 8,140.83 | 1.03 | \$ 8,023 | 85% | |
| VQ001000021 | Alphonso "Piggy" Gerard Complex | 24 | \$ 13,021 | 1.14 | \$ 11,468 | 121% | Alphonso "Piggy" Gerard Complex is in a desirable area however, the overall economic condition contributes to the concentration of poverty. |
| VQ001000022 | John F. Kennedy Terrace | 161 | \$ 8693 | 1.08 | \$ 8,042 | 85% | |
| VQ001000022 | Joseph E. James Terrace | 33 | \$ 7,934 | 1.25 | \$ 6,347 | 67% | 100% Elderly Project. |
| VQ001000023 | Aureo Diaz Heights | 88 | \$ 8,406 | 1.08 | \$ 7,757 | 82% | High criminal activity makes this a high turndown complex leading to a higher concentration of poverty than in other complexes. |
| VQ001000023 | Mount Pleasant | 24 | \$ 7,764 | .92 | \$ 8,456 | 90% | |
| VQ001000023 | Candido R. Guadalupe Terrace | 81 | \$ 8,609 | 1.13 | \$ 7,617 | 81% | High criminal activity make this a high turndown complex leading to a higher concentration of poverty than in other complexes. |
| VQ001000024 | Ludvig E. Harrigan Court | 15 | \$ 9,515 | 1.16 | \$ 8,179 | 87% | |
| VQ001000024 | Marley Homes | 28 | \$ 11,019 | 1.17 | \$ 9,420 | 100% | Marley Homes and Marley Addition are located on the same site and run as one project in terms of leasing. Combined EIR is 84% percentage. However, the overall economic condition contributes to the concentration of poverty. |
| VQ001000024 | Addition to Marley Homes | 59 | \$ 7,277 | 1.14 | \$ 6,399 | 68% | |
| VQ001000024 | Walter I. M. Hodge Pavilion | 147 | \$ 8,516 | 1.09 | \$ 7,788 | 82% | Walter I. M. Hodge is in the process of converting 2 bedroom units to 1 bedroom units. This process will increase the occupancy rate at this site. |
| VQ001000025 | Williams Delight Villas | 128 | \$ 12,191 | 1.16 | \$ 10,540 | 112% | |
| VQ001000025 | Wilford Pedro Homes | 92 | \$ 8,108 | .85 | \$ 9,539 | 101% | |
| VQ001000026 | Louis E Brown Redevelopment I | 77 | \$ 14,964 | 1.02 | \$ 14,678 | 155% | Mixed Income Project. |
| VQ001000027 | Louis E Brown Redevelopment II | 10 | \$ 9,788 | .85 | \$ 11,515 | 122% | Mixed Income Project. |

B.1 Financial Resources:

| Planned Sources and Uses | | |
|---|---------------------|--|
| Sources | Planned \$ | Planned Uses |
| 1. Federal Grants (FY 2017 Grants) | | |
| a) Public Housing Operating Fund (FY 2017 Projected) | \$19,922,035 | Public Housing Operations |
| b) Public Housing Capital Fund (FY 2017 Projected) | \$0 | Public Housing Modernization and Development |
| c) HOPE VI Revitalization | \$0 | |
| d) HOPE VI Demolition | \$0 | |
| e) Annual Contributions for Section 8 Tenant-Based Assistance (HAP) (FY 2017 Projected) | \$15,442,084 | Housing Choice Voucher HAP (\$14,036,780) and Admin Operations (\$1,405,304) |
| f) Resident Opportunity and Self-Sufficiency Grants | \$69,000 | Resident Services Program Support |
| g) Community Development Block Grant | \$15,000 | |
| Other Federal Grants (list below) | | |
| Single Room Occupancy (SRO) Vouchers | \$64,164 | Housing Choice Voucher -Rehabilitation Program HAP and Admin Operations |
| Shelter Care (SC) Vouchers | \$0 | Housing Choice Voucher – Shelter Care HAP And Admin Operations |
| 2. Prior Year Federal Grants (unobligated funds only) (list below) | | |
| US Dept. of Labor Youth Build | \$213,023 | Affordable Housing/ Supportive Services |
| 3. Capital Fund Grants (list below) | | |
| CFP 2016 | \$5,861,050 | Public Housing Modernization |
| CFP 2015 | \$1,110,553 | Public Housing Modernization |
| CFP 2014 | \$246,657 | Public Housing Modernization |
| CFP 2013 | \$166,318 | Public Housing Modernization |
| 4. Replacement Housing Grants (list below) | | |
| CFP 2016-1 | \$122,656 | PH Replacement Housing/Vacancy Rehab |
| CFP 2015-1 | \$117,859 | PH Replacement Housing/Vacancy Rehab |
| 5. Public Housing Dwelling Rental Income | | |
| | \$3,698,803 | Public Housing Operations |
| 6. Other Income (list below) | | |
| Bad Debt Collection | \$75,000 | Public Housing Operations |
| Interest | \$50,000 | Public Housing Operations |
| 7. Non-federal sources (list below) | | |
| Local—Youth Academics | \$0 | Supportive Services |
| Local—Youth Build | \$0 | Supportive Services |
| 8. Non-Federal Sources (other) | | |
| Developer Fee | \$0 | Affordable Housing Development |
| Total Resources | \$47,177,201 | |

B.1 Operation and Management:

- **Revision of the Admissions and Continued Occupancy Policy (ACOP) and Dwelling Lease to Comply with Recent Changes in HUD:**

Plans are underway to update the ACOP and Dwelling Lease to include recent changes in HUD including the following: (1) update preferences; (2) late fees; (3) over income limits; (4) Additional updates regarding the "Smoke Free Policy (5.) **Violence Against Women Act (VAWA)** policies and recent HUD final Rule (6.) Tenant Accounts Receivables (7.) New waitlist requirements (8.) VIHA's VAWA emergency transfer policy.

VIHA is in the process of the Ceiling Rent. Ceiling Rent will be used during an interim re-examination when a resident's income was reduced from flat rent to income-based rent due to verified hardship, but whose income later increases so that the income based rent now exceed the original flat rent. Ceiling Rent will equal Flat Rent for the applicable.

Homeownership Programs:

At Williams Delight Villas, the Repositioning/Redevelopment Plan has proposed for approximately 100+/- units to be demolished with redevelopment of the site to include a mix of affordable homeownership and rental homes. VIHA plans to rehab each home found to be structurally sound. As a part of VIHA's efforts to rehabilitate the units at Williams Delight Villas as needed. There are a total of 101 vacant units on the east side of the development, suggesting that the majority of the 100+/- units to be demolished will need to be in that area of the development.

VIHA amended the existing 5(h) Homeownership Plan for the Williams Delight Villas community to include the sale of 36 homes. To date, 12 residents have been pre-qualified by a financial institution for the purchase of a home at Williams Delight. Nine (9) homes have been sold and Three (3) are in various stages of the process to meet a financial closing. VIHA expects to have the 12 homes sold by September 2017. VIHA will revisit the status of additional qualified residents to become homeowners and the future opportunities of expanding the 5(h) homeownership opportunity at Williams Delight Villas during FY2018.

Family Self Sufficiency (FSS) Program:

The FSS program is a voluntary program serving a minimum of 25 public housing families by helping them obtain education, job training, and life skills necessary to move toward economic self-sufficiency. VIHA and the head of household of each participating family execute a five-year FSS Contract of Participation that specifies goals for each participating family member to achieve and the services needed for each participant to accomplish his/her goals. Over the five-year contract period, when participating family members report an increase in earned income and a new rent payment is calculated, a portion of the increase in rent is deposited monthly in an escrow account established for the family. Once the head of household completes the Contract of Participation by achieving all listed goals and each household member is free from welfare assistance for 12 consecutive months, the family will receive the total monies saved in the escrow account.

In July 2016, VIHA was awarded the FY 2016 FSS grant in the maximum amount of \$69,000.00 thus enabling VIHA to continue to support the current FSS program through grant funding. Presently, VIHA has 16 HCV families and 27 public housing families enrolled for a total FSS enrollment of 43 families.

The FSS Territorial Coordinator operates a Program Coordinating Committee (PCC) comprised of agencies and organizations in the community who provide critical and quality services necessary for participants to move toward self-sufficiency. The PCC meetings are conducted quarterly to build service capacity and networking opportunities to secure public and private resources to address participants' needs. Participants from the FSS program have been linked to supportive services such as job readiness skills training, job search tutorials, enrollment in the University of the Virgin Islands, driving instruction, parenting skills development, computer literacy courses, employment opportunities, money management workshops, disaster preparedness, alternatives to violence workshops and domestic violence awareness workshops.

Safety and Crime Prevention:

VIHA has begun utilizing technology to enhance safety and security in its public housing communities. VIHA is implementing a phased program of Closed Circuit TV (CCTV) cameras to provide surveillance information to assist the Virgin Islands Police Department with community policing within VIHA's communities. Installation has been completed at Walter I.M. Hodge Pavilion and Aureo Diaz Heights. Installations are also being completed at John F. Kennedy Terrace, Estate Tutu, and Oswald Harris Court. Additional surveillance systems are being planned for the Knolls at Contant, Estate Bovoni, H.H. Bergs Homes, Marley Homes, and D. Hamilton Jackson Terrace.

Asset Management:

- VAWA - The Virgin Islands Housing Authority (VIHA) will develop an MOU with the Virgin Islands Department of Human Services and the Family Resource Center to address VAWA. The two agencies have an enormous amount of experience in assisting victims of domestic violence and the collaboration will be extremely beneficial for both employees and residents. Annual trainings will be planned for the employees and periodic meetings will be held with the residents. Flyers will be available at all the sites and central offices and information will also be posted on VIHA's website and Facebook page.
- In 2009, The Department of Housing and Urban Development (HUD) issued a Notice strongly encouraging PHAs to adopt smoke-free policies in some or all of their public housing units. In 2010, HUD reissued the Notice encouraging Owners and Management Agents to implement smoke-free housing policies in one or all of the properties they own or manage. In October, 2014 HUD issued An Action Guide for Establishing Smoke-Free Public Housing and Multifamily Properties. In 2017 VIHA's smoke-free policy was adopted by the Board.
- In compliance with HUD's mandated VAWA policy that PHAs' write and implement an emergency VAWA transfer policy by June 14, 2017, VIHA will include the emergency transfer policy in the updated ACOP.

| | |
|-------------------|--|
| | <p><u>Substantial Deviation:</u></p> <p>A “substantial deviation” or “significant amendment or modification” to VIHA’s FY2015 – 2019 Five-Year Plan or Restated Five-Year Plan (collectively referred to as the “Five-Year Plan”) is defined as any substantial change, modification, or amendment to the Five-Year Plan that materially and significantly modifies VIHA’s goals listed in any section of the Five-Year Plan. A change in VIHA’s objectives or strategies in reaching those goals will not be considered a “substantial deviation” or “significant amendment or modification.” Other than for “substantial deviation” or “significant amendment or modifications,” as defined above, VIHA may make changes to its Five-Year Plan without the necessity of re-submitting the entire Five-Year Plan document, conducting a public hearing, or otherwise engaging in Five-Year Plan Resident Advisory Board consultation or other resident consultation.</p> <p><u>Significant Amendment/Modification:</u></p> <p>In addition to the criteria established by VIHA, a “substantial deviation” or “significant amendment or modification” to the CFP 5-Year Action Plan is defined as any substantial change, modification, or amendment to the Capital Fund Program, a proposed demolition, disposition, homeownership, Capital Fund Financing, development or mixed-finance proposal that materially and significantly modifies VIHA’s goals listed in any section of the Five-Year Plan or materially and significantly modifies the strategies outlined in the CFP 5-Year Action Plan as described in the related sections to the Annual Plan. A substantial deviation” or “significant amendment or modification” may also include:</p> <ul style="list-style-type: none"> • Significant changes to the financial structure and/or management structure of any existing mixed-finance development; • Additions of non-emergency work items (not included in the current Annual Statement or Five-Year Action Plan or); • Use of replacement reserve funds under the Capital Fund (not included in the current Annual Statement or Five-Year Action Plan); • Participation in the Capital Fund Financing Program • Demolition, disposition, designation of housing, homeownership programs or conversion activities not otherwise referenced in the Annual Plan <p>Notwithstanding the foregoing, VIHA may, from time to time, make changes in the CFP 5-Year Action Plan and any attachments thereto, in order to maximize the flexibility provided for in the regulations of the programs administered by VIHA and included in the FY2015-2019 Annual Plan and such changes shall not be considered a “substantial deviation” or a “significant amendment or modification.” Specifically, VIHA anticipates that it may need to make changes to its Physical Needs Assessment/Viability Plan and/or Management Needs Assessment and/or Capital Fund plans and expenditures from time to time, (including, but not limited to, a change in use of funds under the Capital Fund) and such changes shall not be deemed to be a “substantial deviation or a “significant amendment or modification” to the FY2015-2019 Annual Plan.</p> |
| <p>B.2</p> | <p>New Activities.</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHAs current Fiscal Year?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Designated Housing for Elderly and/or Disabled Families.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Over-Income Families.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Police Officers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Non-Smoking Policies.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project-Based Vouchers.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.</p> |
| <p>B.2</p> | <p><u>HOPE VI or Choice Neighborhoods</u></p> <ul style="list-style-type: none"> • With the now completed demolition of the Ralph deChabert housing community, the Choice Neighborhoods Planning and Implementation grants may offer the mechanism in which a collaborative and comprehensive neighborhood revitalization effort can be undertaken to begin the process of redeveloping this strategically located site. • VIHA will partner with the Government of the Virgin Islands (GVI) and the Virgin Islands Housing Finance Authority (VIHFA) to apply for HUD’s Choice Neighborhoods Planning Grant in FY 2018. • VIHA is actively soliciting the services of a development partner to facilitate VIHA’s asset repositioning priorities in the development corridor likely to be the subject of the Choice Neighborhoods Planning Grant to include Ralph deChabert, as well as John F. Kennedy Terrace. <p><u>Mixed Finance Modernization or Development</u></p> <ul style="list-style-type: none"> • VIHA intends to continuously review its portfolio to determine suitability of available funding and redevelopment opportunities; as such, all of VIHA’s units will be reviewed for mixed finance potential on an ongoing basis. VIHA is actively soliciting for an affordable housing developer to assist with these efforts. • VIHA has partnered with private developers to redevelop its 24-acre Louis E. Brown Villas site on St. Croix in three phases. Phase I and Phase II of the redevelopment is complete. Louis E. Brown Villas Phase III is the final phase and includes 90 multi-family units. All units in the project |

will be designated as Low-Income Housing Tax Credit (LIHTC) units in accordance with Section 42 of the Internal Revenue Code and will be subsidized with 90 project-based vouchers.

- The estimated development budget for Louis E. Brown Phase III is \$33.9 million, including \$23.3 million in construction costs. Construction is expected to be completed in late 2018 or early 2019.
- VIHA has identified five (5) sites, John F. Kennedy Terrace, Nicasio Nico Apartments, Ludvig E. Harrigan Court, Ralph deChabert Place, and Williams Delight as priority redevelopment sites. Due to the limited funds available for development activities, VIHA will consider the option to place these sites on the market for sale before moving forward with any new development. If the properties are sold at a fair market value, VIHA could use those funds for other development activities or they could expedite the program of modernizing existing units. While the sales approach would be a great benefit, if the market does not yet provide the value needed, VIHA will proceed with the redevelopment of those sites phased over several years.

Demolition and/or Disposition

- The HUD Special Applications Center has approved VIHA's application to demolish the Nicasio Nico Apartments. The site formerly housed 60 residential units in four 3-story buildings. The property was significantly damaged by Hurricane Georges in 1998 and again by Hurricane Lenny in 2000.
- An application for the demolition of Ludvig E. Harrigan Court is currently pending before the HUD Special Applications Center. Approval of the application is anticipated in FY 2018.
- VIHA continues to pursue the demolition of 100 units at Williams Delight. A strategy being contemplated is to vacate the eastern side of the property and demolish the remaining units there. VIHA would then work with the Virgin Islands Housing Finance Authority to sell the lots.

1. Development name: Ludvig E. Harrigan Court, VQ001000024

2. Activity type: Demolition Disposition
3. Application status: Approved application
4. Date application **approved** for submission: September 30, 2017
5. Number of units affected: 70 units
6. Coverage of action: Total development
7. Timeline for activity:
 - a. Actual or projected start date of activity: June 2018
 - b. Projected end date of activity: December 2019

1. Development name: Nicasio Nico Apartments, VQ001000024A

2. Activity type: Demolition Disposition
3. Application status: Planned application
4. Date application **planned** for submission: May 24, 2017
5. Number of units affected: 60 Units
6. Coverage of action Total development
7. Timeline for activity:
 - a. Actual or projected start date of activity: January 15, 2018
 - b. Projected end date of activity: December 31, 2018

1. Development name: John F. Kennedy Terrace, VQ001000022

2. Activity type: Demolition Disposition
3. Application status: Planned application
4. Date application **planned** for submission: September 30, 2017
5. Number of units affected: 120 Units
6. Coverage of action: Total development
7. Timeline for activity:
 - a. Actual or projected start date of activity: June 30, 2018
 - b. Projected end date of activity: December 30, 2019

1. Development name: Ralph deChabert Place, VQ001000021

2. Activity type: Disposition
3. Application status: Planned application
4. Date application **planned** for submission: September 30, 2017
5. Number of units affected: Vacant Land Only – 19.3 Acres
6. Coverage of action: Total development
7. Timeline for activity:
 - a. Actual or projected start date of activity: December 30, 2017
 - b. Projected end date of activity: June 30, 2019

1. Development name: Estate Mon Bijou, VQ001009999

2. Activity type: Demolition Disposition
3. Application status: Planned application
4. Date application **planned** for submission: March 30, 2017
5. Number of units affected: 3 single-family lots and Community Center Building
6. Coverage of action: Part of the development
7. Timeline for activity:
 - a. Actual or projected start date of activity: September 30, 2017
 - b. Projected end date of activity: June 30, 2018

1. **Development name: Estate Donoe Site – VQ001017**
2. Activity type: Disposition
3. Application status: Planned application
4. Date application **planned** for submission: June 30, 2017
5. Number of units affected: No units affected, Land Only: 20.6 Acres
6. Coverage of action: Total development
7. Timeline for activity:
 - a. Actual or projected start date of activity: September 30, 2017
 - b. Projected end date of activity: December 30, 2017

1. **Development name: Hoffman/Nullyberg Property– (No AMP Number)**
2. Activity type: Disposition
3. Application status: Planned application
4. Date application planned for submission: December 31, 2017
5. Number of units affected: No units. Land only. 35.8 Acres
6. Coverage of action (select one) Total development
7. Timeline for activity:
 - a. Actual or projected start date of activity: June 30, 2018
 - b. Projected end date of activity: September 30, 2018

1. **Development name: Williams Delight Villas, VQ00100025**
2. Activity type: Demolition Disposition
3. Application status: Planned application
4. Date application **planned** for submission: December 30, 2017
5. Number of units affected: 100 Units (demolition), 36 Units (disposition)
6. Coverage of action: Part of the development
7. Timeline for activity:
 - a. Actual or projected start date of activity: September 2018
 - b. Projected end date of activity: December 2019

Conversion of Public Housing to Project-Based Assistance Under RAD

- VIHA anticipates submitting an application for the conversion of one or more of its St. Croix properties for conversion to project-based assistance under the Rental Assistance Demonstration program in 2017. Participation in the program would allow for the redevelopment and/or modernization of properties that VIHA currently does not have the financial resources to undertake.

Units with Approved Vacancies for Modernization

- VIHA’s public housing portfolio is organized into 13 Asset Management Projects (AMPs) and includes 3,014 public housing units.
- VIHA is focused on the rehabilitation of vacant apartments. VIHA currently has 80 vacant apartments undergoing modernization.

Project-Based Vouchers:

VIHA administers the Territory’s Housing Choice Voucher Program, which currently provides rental assistance to 1,745 low-income households. VIHA provides project-based rental subsidy to affordable housing sites on St. Thomas and St. Croix. VIHA will seek to increase funding allocations to provide additional units with project based vouchers (PBV). VIHA will support changes in HUD regulations to increase the cap of project-based vouchers available in its funding allocation.

Units with Approved Vacancies for Modernization:

VIHA has requested exemptions for approximately 90 vacant units categorized as “undergoing modernization”. VIHA will continue to assess the number of units to be exempted under this category during the fiscal year.

Civil Rights Certification.

Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*, must be submitted by the PHA as an electronic attachment to the PHA Plan.

Most Recent Fiscal Year Audit.

(a) Were there any findings in the most recent FY Audit?

Y N

(b) If yes, please describe:

**VIRGIN ISLANDS HOUSING AUTHORITY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
DECEMBER 31, 2015**

I. Summary of Auditor's Results

Financial Statement Section

- | | | |
|----|--|------------|
| 1. | Type of auditor's report issued: | Unmodified |
| 2. | Internal control over financial reporting | |
| a. | Material Weakness(es) identified? | No |
| b. | Were significant deficiencies identified not considered to be material weaknesses? | No |
| 3. | Noncompliance material to the financial statements? | No |

Federal Awards Section

- | | | |
|----|---|-------------|
| 1. | Dollar threshold used to distinguish between Type A and Type B Programs: | \$1,371,980 |
| 2. | Auditee qualified as low-risk Auditee? | No |
| 3. | Type of auditor's report on compliance for major programs: | Unmodified |
| 4. | Internal Control over compliance: | |
| a. | Material weakness(es) identified? | No |
| b. | Were significant deficiencies not considered to be material weaknesses? | No |
| c. | Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a) | No |
| 5. | Identification of major programs: | |

| <u>CFDA Number</u> | <u>Name of Federal Program</u> |
|--------------------|--|
| 14.871 | Section 8 Housing Choice Voucher Program |
| 14.872 | Capital Fund Program |

B.5 Progress Report.

Provide a description of the PHAs progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.

VIHA Strategic Goal 1: Enhance Governance and Agency Organizational Sustainability through Systems, Quality Control and Management Reporting.

Goal No. 1 Objectives:

Sub-goals:

- A. Implement functional realignment and training for all staff through collaboration with HUD-sponsored consultant.
 - *Status: VIHA has realigned its organization in Asset Management with the new hire of a Director of Asset Management; along with the functional capacity change of reducing the two (2) District Managers on St. Croix to one (1) District Manager; and maintaining (1) District Manager on St. Thomas. The span of control of each DM is roughly 1,200 occupied units per island. All staff in the Procurement, Modernization and Development, Asset Management, Resident Services, Compliance, Leasing, Information Technology and Finance, received appropriate training through the HUD-sponsored consultant and the National Center for Certified Manager (NCHM). VIHA achieved these measurable objectives efficiently in key operational areas during this fiscal year and plan to continue improving it for the next fiscal year with annual continuous training and planning for staff.*
- B. Implement quality assurance processes, desktop guides and performance-based evaluation systems through policy and procedural manual updates and departmental and individual goal setting.
 - *Status: VIHA has implemented quality assurance processes in our desktop guides for the Annual & Continued Occupancy Plan (ACOP) to comply with HUD's new regulations on Smoke-Free Policy and the Violence Against Women Act (VAWA). We have also been able to implement an Amended Procurement Policy effective June 28, 2017. VIHA is currently in the process of revising its 2002 Personnel Policy and Procedures Manual to a 2017 Personnel Handbook. This handbook is planned to be effective September 1, 2017; and to lay the basis for an improved performance-based evaluation system. Each department has received their individual goals for 2017 and will be evaluated on a quarterly basis.*
- C. Refine monthly management report on operations for permanent Board of Commissioners through scheduled work sessions and prioritized relevant trend data to policies.
 - *Status: VIHA's Monthly Management Report has been refined and the Board of Commissioners are satisfied with the essential information on operations. The trending data which are relevant to the Agency's operation are being evaluated for changes that may be necessary to improve the function and outcomes of the data for VIHA to be successful.*
- D. Refine and implement real time status report logs and dashboard for informed management decisions through integration and prioritization of information tools in operations.
 - *Status: VIHA has refined the Key Performance Indicator (KPI) Reports for the Asset Management Department. The developments are currently reporting monthly through this reporting tool to capture what is critical and to have knowledge of deficiencies, so improvement can be planned in all areas of property management.*
- E. Implement and prioritize goals in VIHA, USVI Territorial and HUD Transition Plan through input from senior staff and Board of Commissioners and HUD
 - *Status: On May 30, 2014, the HUD Puerto Rico Field Office, Government of the Virgin Islands and VIHA executed a two-year Transition Agreement and Oversight Action Plan (TAP) to ensure the sustainability of VIHA's recovery after the Administrative Receivership. After the initial period, HUD extended the Agreement for another year. On May 15, 2017, HUD issued the TAP report for the extension period and confirmed that VIHA had successfully completed twelve (12) tasks and three (3) items remained from the fifteen (15) tasks. The remaining three (3) tasks are: Governance and Management; Appointment of one Public Interest Commissioner; and Area: Public Housing/Asset Management: VIHA remains designated "substandard" in MASS (Management Assessment Sub-System); Update of Cooperation Agreement and Execution of the MOU with the Government of the Virgin Islands and Waste Management Agency. For the term of this extended agreement, HUD will continue to provide technical assistance on the areas such as: operational capacity building, staff training, occupancy, tenants accounts receivable, and asset repositioning, among others, to ensure the long-term and continued sustainability of VIHA.*

VIHA Strategic Goal 2: Accelerate VIHA's Modified Comprehensive Redevelopment Plan by prioritizing projects using Tax Credits, Grants, Vouchers, & Sale of Assets.

Goal No. 2 Objectives:

Sub-goals:

- A. Identify funding for redevelopment and new construction projects.
 - *Status: A Redevelopment/Repositioning Master Plan has been developed to address the affordable housing demand in the Territory. The Master Plan document was completed in the third quarter of 2016. VIHA has provided input to the Virgin Islands Housing Finance Authority's Five*

Year Consolidated Housing Plan in conjunction with the Government of the Virgin Islands. VIHA is leveraging its program income from prior affordable housing developments with private equity from the Low Income Housing Tax Credit market to build affordable housing. In addition, VIHA is maximizing its leveraging of its Project-based Vouchers to assist in the feasibility of affordable housing production.

- B. Refine VIHA’s Non-Profit Model to expand development opportunities.
 - *Status: As part of the HUD-sponsored development consulting services, CVR & Associates has assisted in defining the Non-Profit’s role as it relates to co-developing or ownership options in affordable housing. That role is refined as a part of the Redevelopment/Repositioning Master Plan.*
- C. Incorporate Cutting Edge Energy Conservation design principles in all aspects of the buildings.
 - *Status: VIHA has increased in-house capacity with subject matter expertise in energy conservation with the new hire of the Director of Modernization & Development. All design proposals for new construction and redevelopment of older developments are being reviewed for cost effective energy sustainability elements.*
- D. Integrate VI Stakeholder’s interest in Design through inclusive Master Planning for new affordable housing.
 - *Status: VIHA has included sister agencies in the design phases of its next two affordable housing developments: Louis E. Brown Villas Phase III and the John F. Kennedy Terrace Revitalization.*
- E. Maximize resident & local jobs in construction and product production (cabinets/doors/solar).
 - *Status: VIHA continues to advance the inclusion of current YouthBuild students and graduates and Section 3 workers in affordable housing developments and in its modernization projects. VIHA continues to resolve the challenges to have a sustained cabinet shop for production of new cabinets included in a new apprenticeship program, so VIHA could utilize the product in the rehab of vacant units in its older inventory.*

B.6 Resident Advisory Board (RAB) Comments.

(a) Did the RAB(s) provide comments to the PHA Plan?

Y N

(c) 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.

Resident Advisory Board (RAB) started at 6:15 pm and ended at 8:20 pm. Below are a listing of the questions and responses from the meeting.

1. What does AMI stand for on the Waiting Listing?
Response: *AMI stand for Area Median Income. It is the combined household income for a particular region.*
2. If VIHA moved a tenant for health and safety issue and was told that once the issue is resolved they will be moved back to their unit and this never took place what steps can the tenant take?
Response: *Please call the Director of Asset Management to further discuss this issue. Due to privacy rule and regulations VIHA cannot discuss the details of the case without permission of the tenant. However, you may text the tenant name so we start looking into the issue.*
3. What causes your rent to increase if you do not receive an increase income?
Response: *Every year the utility allowances changes. Sometime it goes up and sometime it goes down. Change in deductions and allowances can also affect an increase or decrease in rent.*
4. Do everyone get a utility allowance in housing?
Response: *Yes, every tenant within Public Housing receives a utility allowance.*
5. We have so many different generations living in housing and send their children off to school. When will my generation have the opportunity to own a house?
Response: *VIHA is not a homeownership agency like Virgin Islands Housing Finance Authority. We are a public housing agency that provide housing for low income families.*
6. If you are on welfare can you still receive food stamp?
Response: *Yes, you can.*
7. What is the age range for someone to apply for the Youth Build program?
Response: *An applicant must be between the ages of 16 – 24.*
8. How many of the YouthBuild participants are working on the Oswald Harris Court side walk project?

| | |
|------------|---|
| | <p><u>Response:</u> <i>We do not have any YouthBuild participants working on this project because this is short term project. Many of the participants are currently working in different communities and in the main office. It is VIHA's intent to keep them employed and continue the training process.</i></p> <p>9. Is there a plan for the participant to help housing with their housing needs?</p> <p><u>Response:</u> <i>Yes, VIHA is in the process of developing a cabinet shop within both district. This will create the means and an environment in which they can actually assist the maintenance staff at VIHA. The shop will provide cabinets to all VIHA communities.</i></p> <p>10. Do you have any past or present YouthBuild participants currently employed?</p> <p><u>Response:</u> <i>Yes, one is the COO Administrative Assistant and two at the Estate Tutu.</i></p> <p>11. What is the cabinet shop start date?</p> <p><u>Response:</u> <i>We do not have the definite date as yet but we are looking at some time in September 2017.</i></p> <p>12. Can you explain why when the maintenance men come to do a job they only do touch-up and not fix the issue?</p> <p><u>Response:</u> <i>We are actually working with the guys on that issues</i></p> |
| B.7 | <p>Certification by State or Local Officials.</p> <p><u>Form HUD 50077-SL.</u> <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan,</i> must be submitted by the PHA as an electronic attachment to the PHA Plan.</p> |
| B.8 | <p>Troubled PHA.</p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place? Y N N/A <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p> |
| C. | <p>Statement of Capital Improvements. Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p> |
| C.1 | <p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p> <p>The most recent HUD-approved 5-Year Action Plan (HUD-50075.2) was approved by HUD on December 15, 2015. See attached 2017 Annual Plan 5-Year Action Plan which has been revised.</p> |