

5-Year PHA Plan (for All PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 03/31/2024
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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, and informs HUD, families served by the PHA, and members of the public of the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. The Form HUD-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

A.	PHA Information.
A.1	<p>PHA Name: <u>Clermont Metropolitan Housing Authority (CMHA)</u> PHA Code: <u>OH 038</u></p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>10/2024</u> The Five-Year Period of the Plan (i.e. 2019-2023): <u>2024- 2028</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission</p> <p>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 on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council with a copy of their PHA Plans.</p> <p>The Public may review a copy of the 2024 Annual Plan and all the PHA Plan Elements at the Clermont Metropolitan Housing Authority (CMHA) Administrative Office at 65 S Market St Batavia, OH 45103, the office located at Bethel Woods Community Center 610 Easter Rd Bethel, OH 45106, and the Maintenance Shop 620 Easter Rd Bethel, OH 45106. The PHA Annual Plan and its elements are also available on the PHA’s website at www.clermontmha.org The Resident Advisory Board (RAB) meeting will be held on 5/7/2024 at 10:00 a.m. at Bethel Woods Community Center. The public meetings will be held on 5/15/2024 at 5:00 p.m. at the Monroe Woods Child Focus Room, 2173 E Ohio Pike, Amelia, OH and on 5/16/2024 at 2:00 p.m. at the Bethel Woods Community Center. CMHA hereby gives notice that the proposed annual plan will be considered for approval at a public hearing of the Board of Commissioners on Monday June 24, 2024, at 9:00 a.m. At CMHA’s Administrative Office located at 65 S Market St Batavia, OH 45103.</p>

PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below.)

Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	
				PH	HCV
Lead PHA:					

B. Plan Elements. Required for all PHAs completing this form.

B.1 Mission. State the PHA's mission for serving the needs of low-income, very low-income, and extremely low-income families in the PHA's jurisdiction for the next five years.

Clermont Metropolitan Housing Authority's mission is to provide quality affordable housing opportunities in sustainable communities for the people we serve.

B.2 Goals and Objectives. Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low-income, very low-income, and extremely low-income families for the next five years.

PHA Goal #1: Expand the Supply of Affordable Housing in Clermont County

- a. Complete the Section 18 disposition of the 20 single family public housing units approved by HUD in September 2023. Relocate the families to either public housing, project-based voucher, or the housing choice voucher program. The funds raised from the Section 18 disposition will be used to create a development of *up to* 30 units using a combination of RAD conversion and maximizing the Faircloth footprint for CMHA.
- b. CMHA will continue to seek partnerships for PBV opportunities by fostering partnerships with agencies and organizations with an emphasis on serving the hardest to house populations which includes families impacted by or including members of VAWA, Domestic Violence, Homeless, Disabled and Elderly.
- c. CMHA will continue to grow the program by applying for any grant opportunity that will assist families in Clermont County (FUP, HUD-VASH, ROSS, etc).
- d. CMHA will continue to apply for ESSG to provide better lighting and security for our family & elderly sites. This grant would also be used to provide better security for staff in the Administrative & Shop buildings.
- e. As part of Capital Fund Projects, CMHA may submit a Development and Acquisition Plan to convert the vacant Monroe Woods Community Center (non-dwelling structure) into multiple ADA units that will be fully wheelchair accessible
- f. Work with government and local agencies to determine the housing needs of Clermont Count through HOME, CDBG, and other funding.
- g. Work with the Chamber of Commerce to foster relationships with private companies interested in expanding affordable housing options for the families in our community.

PHA Goal #2: Improve Process & Efficiency & Decrease Community Complaints

- a. Continue ensuring staff have the relevant education that is required to conduct their jobs effectively and efficiently (VAWA, Fair Housing, Sexual Harassment) and annually reviewing SOPs and documents (given to the public, families, etc.) to check for revisions or better service delivery.
- b. Continue to review/update current policies and procedures as it pertains to HUD’s instruction and develop checklists to ensure compliance.
- c. Update system software to include a module for applicant, participant, and landlord (portals).
- d. Continue to improve service delivery by keeping our website up-to-date and developing a social media presence on Facebook, Instagram, etc.
- e. Focus on risk management to identify, analyze, evaluate, and monitor risk to CMHA.
- f. Update job descriptions and provide staff with clear job responsibilities.
- g. Complete monthly internal audits to prepare for year-end audits (SEMAP & PHAS)
- h. Implement and follow a preventative maintenance schedule for all CMHA property.
- i. Provide training and resources to employees to support succession planning and career ladders.
- j. Provide additional training to increase participation of the Board of Commissioners.

PHA Goal #3: Promote Quality Communities

- a. Maintain SEMAP PHA High Performer Status
- b. Develop a better tracking system with regards to closure of work orders and inventory controls.
- c. Complete the PHA's audited and unaudited FDS submissions timely.
- d. Utilize the 5 Year Capital Fund Program by obligating, expending, and updating information within the EPIC and LOCCS system timely.
- e. Improve landlord program awareness and communication to increase and sustain participation in the HCV Programs.
- f. Install innovative features and amenities for new and rehabbed communities.
- g. Maintain elderly designation at Bethel Woods complex.
- h. Foster and encourage partnerships with agencies to provide supportive services to our program residents.

PHA Goal #4: Promote Self Sufficiency of Families

- a. Enhance senior and disabled living by connecting participants to the services they need and facilitating access to other housing choices along a continuum of care as appropriate.
- b. Economically empowering people to assist participants to increase their economic security, skills, income, assets, and financial well-being.
- c. Support youth achievement to promote young children, youth and young adults that increase educational performance, college and career readiness and encourage lifelong well-being.
- d. Apply for a new Family Self Sufficiency Grant to start a program in Clermont County.
- e. Implement best practices to ensure exemplary Section 3 participation.
- f. Develop relationships with outside partners for apprenticeship, training, and job placement.
- g. Expand homeownership opportunities by fostering relationships with organizations in the region.
- h. Apply for CDBG funds for eviction and homeless prevention for families suffering in Clermont County.

B.3 Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

PHA Goal 1: Expand the Supply of Assisted Housing

- a. CMHA has expanded the HCV Program from 957 vouchers (in 2020) to 993 vouchers in May 2024.
- b. CMHA was approved for Section 18 disposition of 20 single family public housing units in September 2023. The relocation of the families is 75% completed. Over 50% of the properties have offers. The funds raised from selling these units will be used to build a development of *up to* 30 units which include the utilization of CMHA's Faircloth room.
- c. CMHA has awarded through a competitive process 35 units to our non-profit Clermont Housing Corporation (CHC).
- d. CMHA is working on the development of the Veteran's Village which will have 28 single family cabins (a mixture of 1- & 2-bedroom units) around a community center, which will provide on-site clinical and property management services. The property will be funding through HUD-VASH vouchers for the 20 PBV units and through assistance from the VA for the 8 Transitional Units.
- e. CMHA has not yet converted the Monroe Woods community center into 2 ADA units due to the cost of the other Capital Fund projects. This is still a goal of the agency and will be revisited with 30 units created with the Section 18 disposition in a new Acquisition & Development plan with HUD.

PHA Goal 2: Improve the Quality of Assisted Housing

- a. The PHA maintained its "high performing" status on its most recent SEMAP.
- b. CMHA received a high performance on the last REAC inspection conducted in 2023.
- c. CMHA was able to upload our audited 2022 FDS into Secured System on time.
- d. The CFP Grants (2018-2022) have been obligated and expended timely. CFP 2023 has been 100% obligated and CMHA is waiting on the final bills to expend the rest of the funding.

PHA Goal 3: Increase Assisted Housing Choices

- a. CMHA has continued paying landlord incentives to bring new landlords to the program.
- b. CMHA holds face-to-face meetings or ZOOM calls with landlords interested in renting to our HCV families.
- c. CMHA is one of the founding members of the new Clermont County Housing Collaborative which is bringing together over 50 organizations interested in addressing the housing problems in the county.
- d. Working closely with the Clermont County administrator regarding any vacant lands in the Clermont County landbank or to utilize any HOME funds for new development.

PHA Goal 4: Provide an Improved Living Environment for Our Residents

- a. Renew Bethel's elderly designation, which expires in 2027.
- b. CMHA works closely with several social service agencies throughout Clermont County to provide opportunities for our participants (Clermont Senior Services/Public Library for free services at Bethel Woods, Drug Free Clermont to provide after school program one

hour a week at Monroe Woods, Interparish Food Pantry to provide Fresh Start Kitchens to families transitioning from homelessness, etc).

PHA Goal 5: Promote Self-Sufficiency and Asset Development of Families

- a. The PHA continuously posts job opportunities, makes referrals, and continues to communicate with the community about activities and training being offered.

PHA Goal 6: Ensure Equal Opportunity and Affirmatively Further Fair Housing

- b. The PHA, in partnership with county Fair Housing Personnel and HOME, performs ongoing employee and tenant training, as necessary.

<p>B.4</p>	<p>Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA’s goals, activities, objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.</p> <p>CMHA provides preference to families experiencing VAWA. CMHA provides preference on the wait list and transfer lists for families experiencing VAWA. In addition, annual training is provided by HOME regarding VAWA, Sexual Harassment and domestic violence. The PHA has adopted policies which include:</p> <ul style="list-style-type: none"> • Emergency Transfer Plan • Notice to Housing Choice Voucher Owners and Managers • VAWA Policy and Procedures on how to handle claims made by applicants, residents and participants. • Annual training will be supplied to all employees of CMHA. • VAWA Notice of Occupancy Rights under the Violence Against Women Act posted on website and mailed to all families on the program. • Extensive coverage in the HCV's Administrative Plan and Public Housing's
<p>C.</p>	<p>Other Document and/or Certification Requirements.</p>
<p>C.1</p>	<p>Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p>The Clermont Metropolitan Housing Authority defines the following circumstances will constitute a significant amendment/modification to the Authority's PHA Plan:</p> <ul style="list-style-type: none"> • Changes made to the admissions policies, organization of the wait list and/or tenant rent payments. • Addition of non-emergency work items (items not included in the current Annual Statement or 5-Year Action Plan) or changes in use of replacement reserve funds under the Capital Fund in the amount of 20% or more of the annual grant. • Any changes regarding demolition or disposition, designation, or conversion activities.
<p>C.2</p>	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the 5-Year PHA Plan?</p> <p>Y N <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>

C.3	<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>
C.4	<p>Required Submission for HUD FO Review.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, include Challenged Elements.</p>
D.	<p>Affirmatively Furthering Fair Housing (AFFH).</p>

D.1 Affirmatively Furthering Fair Housing. (Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)

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.

Fair Housing Goal: Expand Outreach Efforts

Describe fair housing strategies and actions to achieve the goal

CMHA has expanded its outreach efforts whenever our wait list opens to include the Safetynet Outreach Group, which has over 190 agencies throughout the Tri-State area. The Executive Director or a member of the management team attends the quarterly Safetynet meetings to discuss questions regarding housing. The Executive Director also attends bimonthly Priority of Housing meetings with Greater Cincinnati Behavioral Health Services (GCBHS) and attends the meetings established by Clermont County Community Services Inc (CCCSI). These two agencies are Clermont County’s two HMIS. CMHA is also a founding member of the Clermont County Housing Collaborative (CCHC) which officially started in 2023 to develop a county wide plan to address the growing housing issues within Clermont County. The Executive Director or their designee attend multiple events with other organizations each month to gain exposure for our program while also learning the other programs/agencies working with the homeless population. CMHA has also continued our Landlord Incentives to owners entering their first contracts with families moving into a new unit on the HCV Program.

Fair Housing Goal: Make Our Services More Accessible to the Public

Describe fair housing strategies and actions to achieve the goal

CMHA has created easy-to-reach brochures for interested landlords to learn about the HCV program, streamlined our applications, placed information boards in our lobby, improved our website format to include more resources/user friendly, and continue to offer online application processes for all applicants interested in applying for our services.

CMHA is also utilizing the resources of SafetyNet to reach out to other social service agencies throughout Clermont County about any job postings, open wait lists, and any events that would better serve our families.

CMHA provides a landlord list on our website and on a landlord board which any landlord can post their property and is available to walk in traffic in our lobby.

CMHA is also forming a partnership with the University of Cincinnati – Clermont to have an intern look at sprucing up our social media page as well as our website to provide more information about what CMHA is doing in the community.

Our new project, currently dubbed the Veteran’s Village, will provide 28 units for veterans and will include seven wheelchair accessible units in an area where such accessibility is difficult to find.

CMHA has also implemented using DocuSign for families who have reached the top of the wait list and have provided the PHA an email address. This change has significantly increased turnaround time for family approvals as well as decreasing mailing costs.

Fair Housing Goal: Strengthening partnerships with other agencies

Describe fair housing strategies and actions to achieve the goal

During this review period, CMHA has developed a power point about our programs and given over 15 presentations to groups in the community which includes Rotary Club, Kiwanis Club, Child Focus, and the Clermont County Educational Service Center, etc. CMHA has committed to open a PBV RFP multiple times a year to increase landlord participation. CMHA will continue to cultivate partnerships with agencies that serve the hardest to serve populations. CMHA will continue to work closely with HOME to provide annual training to all staff regarding Fair Housing, VAWA and Sexual Harassment.

CMHA has formed a partnership with Interfaith Parish who provide families leaving homelessness with one of their Fresh Start Kitchen. Additionally, GCBHS/Drug Free Clermont offers an after-school program one hour a week at our Monroe Woods location. Starting later this month, Streetlight Ministry is going to provide a dinner to our families at Monroe Woods two times a month for free to combat food insecurity at the family site. CMHA held our first ever back-to-school bash for our Williamsburg Woods families at the end of the summer, which brought families together with resources from over 20 organizations. This year, CMHA is holding the BTS Bash at Monroe Woods this summer, and CMHA hopes to next year do the event at our project-based voucher site, Birney Lane. The BTS is funded solely from unrestricted funds and private donations/goods from the community.

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

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Fiscal Year Beginning** (MM/YYYY), **Five-Year Period** that the Plan covers, i.e. 2019-2023, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the hearing and proposed PHA Plan.

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table.

B. Plan Elements.

B.1 Mission. State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years. ([24 CFR § 903.6\(a\)\(1\)](#))

B.2 Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. ([24 CFR § 903.6\(b\)\(1\)](#))

B.3 Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. ([24 CFR § 903.6\(b\)\(2\)](#))

B.4 Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. ([24 CFR § 903.6\(a\)\(3\)](#)).

C. Other Document and/or Certification Requirements.

C.1 Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year 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 2.

C.2 Resident Advisory Board (RAB) comments.

(a) Did the public or RAB have comments?

(b) If yes, submit 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 § 903.17\(b\)](#), [24 CFR § 903.19](#))

C.3 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.

C.4 Required Submission for HUD FO Review.

Challenged Elements.

- (a) Did the public challenge any elements of the Plan?
- (b) If yes, 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.

D. Affirmatively Furthering Fair Housing.

(Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)

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 PHA Plan. The 5-Year PHA Plan provides the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average 1.64 hours per year per response or 8.2 hours per response every five years, 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.