

<b>5-Year PHA Plan (for All PHAs)</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires: 03/31/2024</b>
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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	<div> <div> <b>PHA Name:</b> <u>Burleigh County Housing Authority</u> <b>PHA Code:</b> <u>ND021</u> </div> <div> <b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): <u>01/2025</u>  <b>The Five-Year Period of the Plan (i.e. 2019-2023):</b> <u>2025-2029</u>  <b>PHA Plan Submission Type:</b> <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission </div> </div> <p><b>Availability of Information.</b> 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 a copy of their PHA Plans.</p> <p><b>Access:</b> The annual plan/or five year plan are public documents and available on BCHA’s website <a href="http://www.burleighcountyhousing.com">www.burleighcountyhousing.com</a> and at the main office, Burleigh County Housing Authority 410 S. 2<sup>nd</sup> Street, Bismarck ND 58504</p> <p>The pubic can obtain a copy of the annual and/or five-year plan by requesting the document in-person, calling, or emailing.</p> <div> <input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below.) </div> <table border="1"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																							
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<b>B.</b>	<b>Plan Elements.</b> Required for <u>all</u> PHAs completing this form.
<b>B.1</b>	<p><b>Mission.</b> 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.</p> <p>To Serve the population of Burleigh County/City of Bismarck by providing affordable housing opportunities in a safe environment with priority given to the special needs population and forming effective partnerships to maximize social and economic opportunities. The mission shall be accomplished by a fiscally responsible, creative organization committed to excellence in assisted housing programs.</p>

<p><b>B.2</b></p>	<p><b>Goals and Objectives.</b> 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.</p> <p>Goal One: Manage BCHA’s Section 8 voucher program and Public Housing programs in an efficient and fiscally sustainable manner that will result in full compliance with all applicable statutes and regulations and provide excellent service.</p> <p>Objectives:</p> <ol style="list-style-type: none"> <li>1. BCHA shall meet all criteria for recognition as a high performer in HUD’s PHAS and SEMAP assessment system.</li> <li>2. BCHA staff will monitor the HAP payments monthly to ensure that either 100% of all anticipated Annual Contributions Contract is utilized or that 95% of total unit months are leased.</li> <li>3. BCHA shall sustain an average lease-up time of less than 30 days for Public Housing units and maintain 98 percent occupancy at each AMP.</li> <li>4. Promote a motivating, dynamic and innovative work environment with a capable and efficient team of employees to operate as a Resident friendly and fiscally prudent leader in the affordable housing industry as measured by Resident surveys, employee and HUD scoring.</li> <li>5. Provide staff with training to stay abreast of regulatory changes and best practices.</li> <li>6. Review organizational structure and staffing levels to ensure fiscal responsibility, staff satisfaction and retention and appropriate staffing levels that provide excellent service.</li> <li>7. Maintain policies and procedures in compliance with current HUD standards and regulations.</li> <li>8. Participate in industry groups to remain abreast of current trends and changes</li> </ol> <p>Goal Two: Maintain BCHA’s real estate in habitable, safe, decent and sanitary conditions.</p> <p>Objectives:</p> <ol style="list-style-type: none"> <li>1. BCHA shall continue to maintain practices which encourage low crime rate in its developments. This will be accomplished by continuing to contract with Security and maintain a working relationship with the Bismarck Police Department.</li> <li>2. Monitor and maintain our rate of eviction due to violations of criminal law by maintaining thorough screening policies and procedures that balance the need for public safety with resident rights protected.</li> <li>3. BCHA shall maintain public housing units in compliance with all local and HUD requirements. This will be accomplished as follows: <ol style="list-style-type: none"> <li>a. Continue to use Capital Funds to maintain facilities, systems, improve accessibility in homes and on the grounds and replace aging equipment.</li> <li>b. Provide training on an annual basis for Maintenance Staff to allow them to grow professionally.</li> <li>c. Provide training prior to occupancy for public housing residents in the care for and use of their residence.</li> <li>d. Place emphasis of quality of unit turnover</li> <li>e. Perform preventative maintenance inspections and complete subsequent maintenance/equipment work orders by the end of each budget year.</li> <li>f. Explore options to redevelop and expand affordable housing stock including HUD’s Rental Assistance Demonstration (RAD) program.</li> </ol> </li> <li>4. Strive to enhance energy efficiency.</li> </ol> <p>Goal Three: Ensure the range and quality of housing choices available to participants is as broad as possible.</p> <p>Objectives:</p> <ol style="list-style-type: none"> <li>1. BCHA shall partner with others to offer quality affordable rental opportunities to our community,</li> <li>2. BCHA can develop relationships with housing providers by project basing vouchers that create better opportunities for clients and communities. <ol style="list-style-type: none"> <li>a. BCHA will pursue using up to the allowed maximum voucher under HUD project based guidelines.</li> <li>b. Project based vouchers are a tool to help develop new units and modify old units.</li> </ol> </li> <li>3. Consider implementation of a program to provide assistance with security deposits and certain move-in expense, such as utility hook-ups.</li> <li>4. Continue to administer Special Purpose Vouchers, seek additional Special Purpose Vouchers from HUD as appropriate and available.</li> <li>5. BCHA shall assist families renting to homeownership with BCHA’s 5(h) homeownership program.</li> <li>6. Analyze each “property” (and potential new developments) to identify marketability to create a long-term plan for each. <ol style="list-style-type: none"> <li>a. Commit to rehabilitation or sales of each in to realize its highest possible value.</li> <li>b. Dispose and demolish two scattered site homes and use the footprint for affordable housing:</li> </ol> </li> </ol> <p>Goal Four: Increase community outreach and engagement that educates our partners and the community on a regular basis.</p> <p>Objective:</p> <ol style="list-style-type: none"> <li>1. Maintain webpage so that the pubic has access to information regarding our programs and history.</li> <li>2. Provide web-based access to the application and recertification process.</li> </ol>
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	<ol style="list-style-type: none"> <li>3. Make a periodic presentation to the City Council regarding housing stock for low-income families.</li> <li>4. Participate in the local Continuum of Care to improve partnerships and communication with affordable housing/homelessness prevention stakeholders.</li> </ol> <p>Goal Five: Investigate and pursue redevelopment/expansion of affordable housing.</p> <p>Objective:</p> <ol style="list-style-type: none"> <li>1. Participate in and support local groups dedicated to affordable housing.</li> <li>2. Submit Letters of Intent for HUD's RAD program in order to analyze the options this program presents in the renovation or redevelopment of all public housing stock and expand the overall affordable housing portfolio. Current residents rights will be honored, and resident input will be requested and considered through the assessment process.</li> <li>3. Pursue alternative funding sources such as National Housing Trust Fund, Low-Income Tax Credits, HOME funds, etc. for financing affordable housing redevelopment and expansion.</li> </ol>
<b>B.3</b>	<p><b>Progress Report.</b> Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <p>Elevators have been upgraded in Cresent West AMP 5</p> <p>Roof replacement for Cresent West AMP 5 and Crescent Manor AMP 1.</p> <p>Modernization of all one-bedroom units at the Row Houses part of AMP 1 has been completed.</p> <p>Installation of controlled access for added security measures has been installed at Cresent West/Crescent Manor.</p> <p>The demolition of 17 2-bedroom units AMP 2 has been completed with new construction of 34 units to begin fall of 2024 on the vacant land with project based rental assistance.</p> <p>Work continues to update the PHA buildings as needed.</p>

<p><b>B.4</b></p>	<p><b>Violence Against Women Act (VAWA) Goals.</b> 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><b>VAWA Protections</b></p> <p>Under the Violence Against Women Act (VAWA), public housing programs have the following specific protections, which will be observed by BCHA. An incident or incidents or actual or threatened domestic violence, dating violence, or stalking will not be construed as a serious or repeated violation of the lease by the victim or threatened victim of that violence, and shall not in itself be good cause for terminating the assistance, tenancy, or occupancy rights of the victim of such violence. The Housing Authority may terminate the assistance to remove a lawful occupant or tenant who engages in criminal acts or threatened acts of violence or stalking to family members or others without terminating the assistance or evicting victimized lawful occupants. This is also true even if the household member is not a signatory to the lease. Under VAWA, BCHA is granted the authority to bifurcate the lease. The Housing Authority will honor court orders regarding the rights of access or control of the property. There is no limitation on the ability of the Housing Authority to evict for other good cause unrelated to the incident or incidents of domestic violence, dating violence or stalking, other than the victim may not be subject to a “more demanding standard” than non-victims. There is no prohibition on the Housing Authority evicting if it “can demonstrate an actual and imminent threat to other tenants or those employed at or providing service to the property if that tenant’s (victim’s) tenancy is not terminated.” Any protection provided by law which give greater protection to the victim are not superseded by these provisions. BCHA shall require verification in all cases where an individual claims protection against an action involving such individual proposed to be taken by the Housing Authority. Types of acceptable verifications are outlined below and must be submitted within 14 business days after receipt of the Housing Authority’s written request for verifications.</p> <p><b>VERIFICATION OF DOMESTIC VIOLENCE, DATING VIOLENCE OR STALKING</b></p> <p>BCHA shall require verification in all cases where an individual claims protection against an action involving such individual proposed to be taken by the Housing Authority.</p> <p><b>A. Requirement for Verification.</b> The law allows, but does not require, BCHA to verify that an incident or incidents of actual or threatened domestic violence, dating violence, or stalking claimed by a tenant or other lawful occupant is bona fide and meets the requirements of the applicable definitions set forth in the policy. The Housing Authority shall require verification in all cases where an individual claims protection against an action involving such individual proposed to be taken by the Housing Authority. Verification of a claimed incident or incidents of actual or threatened domestic violence, dating violence or stalking may be accomplished in one of the following three ways:</p> <p><b>1. HUD-approved form (HUD-5382)</b> – By providing to the Housing Authority a written certification, on the form approved by the U.S. Department of Housing and Urban Development (HUD), that the individual is a victim of domestic violence, dating violence or stalking that the incident or incidents in question are bona fide incidents of actual or threatened abuse meeting the requirements of the applicable definition(s) set forth in this policy. The incident or incidents in question must be described in reasonable detail as required in the HUD-approved form, and the completed certification must include the name of the perpetrator.</p> <p><b>2. Other documentation</b> – by providing to the Housing Authority documentation signed by an employee, agent, or volunteer of a victim service provider, an attorney, or a medical professional, from whom the victim has sought assistance in addressing the domestic violence, dating violence or stalking, or the effects of the abuse, described in such documentation. The professional providing the documentation must sign and attest under penalty of perjury (28 U.S.C. 1746) to the professional’s belief that the incident or incidents in question are bona fide incidents of abuse meeting the requirements of the applicable definition(s) set forth in this policy. The victim of the incident or incidents of domestic violence, dating violence or stalking described in the documentation must also sign and attest to the documentation under penalty of perjury.</p> <p><b>3. Police or court record</b> – by providing to the Housing Authority a Federal, State, tribal, territorial, or local police or court record describing the incident or incidents in question.</p> <p><b>B. Time allowed to provide verification/failure to provide.</b> An individual who claims protection against adverse action based on an incident or incidents of actual or threatened domestic violence, dating violence or stalking, and who is requested by the Housing Authority to provide verification, must provide such verification within 14 business days after receipt of the written request for verification. Failure to provide verification, in proper form within such time will result in loss of protection under VAWA and this policy against a proposed adverse action.</p> <p><b>Confidentiality</b></p> <p>All information provided under VAWA including the fact that an individual is a victim of domestic violence, dating violence, or stalking, shall be retained in confidence and shall not be entered into any shared database or provided to any related entity except to the extent that the disclosure is:</p> <p>A. Requested or consented to by the individual in writing;</p> <p>B. Required for use in an eviction proceeding; or</p> <p>C. Otherwise required by applicable law.</p> <p>BCHA shall provide its tenants notice of their rights under VAWA including their right to confidentiality and the limits thereof.</p> <p>BCHA has a partnership with Abused Adult Resource Center. BCHA leases to Abused Adult Resource Center to provide shelter in our community. BCHA has a Project-based HAP contract to provide 4 units of affordable housing.</p>
<p><b>C.</b></p>	<p><b>Other Document and/or Certification Requirements.</b></p>
<p><b>C.1</b></p>	<p><b>Significant Amendment or Modification.</b> Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <ol style="list-style-type: none"> <li>1. Substantial Deviation from the 5 Year/Annual Plan is overall change in the direction of BCHA pertaining to Goals and Objectives.</li> <li>2. Significant Amendment or Modification to the Annual Plan is a change in policy or policies pertaining to the operation of BCHA. This includes the following: <ol style="list-style-type: none"> <li>a. Changes to rent or admissions policies or organizing the waiting list.</li> <li>b. Addition of non-emergency work items (items not included in the current Annual Statement or 5 Year Plan) or change in use of replacement reserve funds under the Capital Fund.</li> <li>c. Any changes with regard to demolition, disposition, designation, homeownership programs or conversion activities.</li> </ol> </li> </ol>

<b>C.2</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></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>
<b>C.3</b>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD-50077-SL</a>, <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>C.4</b>	<p><b>Required Submission for HUD FO Review.</b></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>
<b>D.</b>	<p><b>Affirmatively Furthering Fair Housing (AFFH).</b></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:**

*Describe fair housing strategies and actions to achieve the goal*

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**Instructions for Preparation of Form HUD-50075-5Y - 5-Year PHA Plan for All PHAs**

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.

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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.