

Streamlined Annual PHA Plan <i>(High Performer PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 03/31/2024
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. The Form HUD-50075-HP is to be completed annually by **High Performing PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, HCV-Only PHA, Small PHA, or Qualified PHA do not need to submit this form.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers and was designated as a high performer on both the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, and that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined and is not PHAS or SEMAP troubled.

A.	PHA Information.																										
A.1	<p> PHA Name: <u>Housing Authority of the City of Grand Forks, North Dakota</u> PHA Code: <u>ND012</u> PHA Type: <input checked="" type="checkbox"/> High Performer PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>01/2022</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>0</u> Number of Housing Choice Vouchers (HCVs) <u>1240</u> Total Combined <u>1240</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual 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 of the PHA policies contained in the standard Annual Plan but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans. </p> <p> <input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) </p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 25%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 20%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 10%;">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> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																	
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B.	Plan Elements
B.1	<p>Revision of Existing PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Annual PHA Plan submission?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Safety and Crime Prevention.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element below: Housing Needs/Addressing Needs: GFHA saw many household's impacted by Covid, either their income or their mental health. We've worked hard to bring in any available programs to serve these needs, including Emergency Housing Vouchers, ESG-CV, CDBG-CV and CERA. Unfortunately, we do not have the capacity to serve their mental health needs, and resources are not sufficient in the community to meet this need. Financial Resources: GFHA secured additional Covid related Admin funding for the HCV program, in addition to funds associated with the programs noted above.</p> <p>(c) The PHA must submit its Deconcentration Policy for Field Office Review.</p>
B.2	<p>New Activities.</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant Based Assistance.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" 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>In 2022 GFHA plans to project-base 38 units at Jackson Flats, a newly constructed, permanent supportive housing building for seniors. The building is located in south Grand Forks, in an area that is generally higher income, making the location ideal for deconcentrating poverty. The location is within .5-1 mile(s) of major stores/grocery stores, multiple medical facilities, restaurants, and wellness facilities.</p>

<p>B.3</p>	<p>Progress Report.</p> <p>Provide a description of the PHA’s progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p> <ol style="list-style-type: none"> 1. Expand partnerships with service providers community-wide to ensure adequate services and equal opportunities for individuals with mental and/or behavioral health issues in addition to those with physical disabilities. GFHA continues to be a passionate advocate for these populations, as we are often the final agency remaining in contact with them after others have left them behind. GFHA staff are working closely with the regional human services center to dramatically improve emergency mental/behavioral health responses – both in terms of timeliness and effectiveness. LaGrave on First staff, who serve those who were previously considered chronically homeless, receive ongoing training regarding mental and behavioral health as well as de-escalation techniques. While our partnership with Northeast Human Service Center is likely to create the most significant change in services, it is our hope that this will be a stepping stone for additional services to become available and adequately serve the needs of Grand Forks County residents. 2. Offer opportunities for engagement between local landlords and mental health providers to improve understanding of disabilities and their impact on successful tenancy in independent living situations. GFHA staff members participate in numerous organizations and focus groups in which there is an emphasis on providing improved mental health awareness and services within our community and state. Thanks to the addition of numerous gatherings via Zoom or similar media rather than the need to travel to meetings throughout the state, staff are able to participate in many more conversations on this topic. 3. Engage participants in decision-making processes related to online applications and annual recertification to better understand barriers and opportunities for growth, implementing new actions with their input in mind. In response to Covid-19, GFHA has continued to modify procedures to better incorporate electronic communication. Though we have not specifically engaged groups to provide feedback regarding these processes, GFHA leadership regularly receives feedback through our online feedback forms. Whenever something is submitted, it is reviewed and considered by management. 4. Streamline HCV eligibility process to avoid extreme peaks and valleys in utilization throughout year due to lengthy processing. In addition to continually reviewing opportunities to streamline eligibility processes, GFHA management reconnected with voucher staff to provide training on the two-year tool and how certain elements of our processes impact utilization rates. For example, some staff members were previously under the impression that they would always have the same number of total units utilized as a goal. Once aware of this, GFHA management explained the impact of per unit cost, available budget, and reserves. It appears this broader understanding of WHY we do things has helped GFHA voucher staff maintain more consistent numbers in 2021. 5. Reduce eligibility process to a maximum of 30 days. While some households still take some time to respond, the vast majority of voucher files that are being actively processed are now fully processed within 30 days. Those that are not processed within that time either have particularly unique situations, or they receive notification from GFHA that we will be discontinuing their file due to failure to provide sufficient information for processing. 6. Review PBV eligibility and ongoing management processes to seek more efficient administration of program (involving fewer staff members and minimizing tenant confusion). This is an area that has been difficult to modify during Covid-19 as voucher staff have transitioned to a predominantly electronic process but property staff and their tenants continue to be much more dependent on in-person communication. We continue to keep an eye on these processes, with plans to modify once the climate normalizes again. 7. Maximize utilization of budget authority to assist maximum number of households. In 2021, GFHA’s voucher program has consistently been between 99-100% of budget authority. It was initially hoped that the program could exceed 100% and utilize some reserves, but a staff shortage and some medical absences stifled growth for about 4 months of the year. 8. Increase percentage of households participating in LAUNCH. Launch has seen outstanding growth over the last year, maintaining over 100 participants regularly. 9. Establish a range of number of HCV units within which to have issued so as to even out workflow throughout the year. As noted above, helping HCV staff understand the “why” of their program has assisted greatly in moderating the number of voucher utilized monthly rather than seeing the peaks and valleys of previous fiscal years. 2021 will likely be a model year for this in future years. 10. Apply for and obtain additional specialty vouchers to include FUP, VASH, Mainstream and any new opportunities presented. GFHA increased to 135 total Mainstream vouchers in 2021 and also added Emergency Housing Vouchers to be utilized during Covid. GFHA also received ESG-CV and CDBG-CV funds to support rapid rehousing/homeless prevention, with a focus of providing security deposit and rental arrears assistance, as well as rental assistance until housing choice vouchers or affordable properties are available. 11. Train all appropriate staff of the different sections of and benefits of utilizing HUD’s two-year-tool. As noted above, GFHA management has worked to engage all HCV staff in training regarding the two-year-tool. All HCV Administrators have now received direct training on the tool, and support staff have been made increasingly aware of its usefulness. 12. Clean/purge Yardi software and regularly train HCV staff on updates so that all VMS reports reflect accurate data. GFHA hired Nan McKay to provide in depth training on GFHA’s Administrative Plan and processes in 2021. Management utilized this as an opportunity to refresh old practices and gauge existing issues.
<p>B.4.</p>	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved. N/A</p>

<p>B.5</p>	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p> <p style="text-align: center;">GRAND FORKS HOUSING AUTHORITY SCHEDULE OF FINDINGS AND QUESTIONED COSTS - CONTINUED FOR THE YEAR ENDED DECEMBER 31, 2020</p> <p>Section II – Financial Statement Findings</p> <p>There are no findings which are required to be reported under this section.</p> <p>Section III – Federal Awards Findings and Questioned Costs</p> <p>2020-001 Finding – Eligibility</p> <p>Federal Program – Housing Voucher Cluster 14.871 & 14.879 – Significant Deficiency</p> <p>Criteria or Specific Requirement – The Program requires the Authority to maintain documentation on file that was utilized during a tenant’s recertification to determining their monthly housing assistance payment.</p> <p>Condition – We noted that one file did not have supporting documentation pertaining to their medical expenses.</p> <p>Cause – During the tenant’s recertification, the paperwork was inadvertently not maintained within that tenant’s file.</p> <p>Questioned Costs – Undeterminable</p> <p>Context – We tested compliance and internal controls on a sample of 40 tenant files out of the population of approximately 1,449 total tenants.</p> <p>Effect – The tenant could be receiving HAP that is either incorrect or possibly ineligible.</p> <p>Recommendation – We recommend that the Authority review the procedures for maintaining tenant files.</p> <p>Repeat Finding – No</p> <p>Views of Responsible Officials – Management will review their tenant file documentation procedures to ensure controls are in place to identify missing documentation within tenant files.</p>
<p>C.</p>	<p>Other Document and/or Certification Requirements.</p>
<p>C.1</p>	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>

C.2	<p>Certification by State or Local Officials.</p> <p>Form HUD-50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.3	<p>Civil Rights Certification/Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</p> <p>Form 50077-ST-HCV-HP, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i> must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.4	<p>Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA’s response to the public.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>
D.	<p>Affirmatively Furthering Fair Housing (AFFH).</p>

D.1

Affirmatively Furthering Fair Housing.

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

GFHA is committed to participating in the Olmstead Housing Workgroup, which is part of the ND Olmstead Commission. The NDOC's purpose is to monitor services and conduct planning in order to comply with the US Supreme Court's Olmstead decision by providing appropriate community-based services for individuals with disabilities, consistent with the needs and available resources of the state.

As part of this group, GFHA has committed to work with housing authorities throughout the state in reviewing and potentially modifying local Administrative Plans to better support the needs of individuals and families with disabilities.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

As a partner in accomplishing the ND Olmstead Commission's Vision of "People will be able to make choices about services and supports based on knowledge and understanding of all service options" GFHA will continue to broaden awareness regarding opportunities for reasonable accommodations/modifications by participating in training events with landlords and service providers throughout the area.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

GFHA will actively participate in the local Continuum of Care in an effort to be visible to and connect with all local service providers, broadening awareness of fair housing opportunities and opening pathways for feedback to be shared if service providers feel their clients have been treated in an unfair manner.

Instructions for Preparation of Form HUD-50075-HP Annual Plan for High Performing PHAs

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

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

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

B. Plan Elements.

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

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

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

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

Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions. Describe the PHA’s admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA’s policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. ([24 CFR §903.7\(b\)](#)) Describe the PHA’s procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists. ([24 CFR §903.7\(b\)](#)) A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. ([24 CFR §903.7\(b\)](#)) Describe the unit assignment policies for public housing. ([24 CFR §903.7\(b\)](#))

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

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

Homeownership Programs. A description of any homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent that the PHA participates in homeownership programs under section 8(y) of the 1937 Act. ([24 CFR §903.7\(k\)](#) and 24 CFR §903.12(b).

Safety and Crime Prevention (VAWA). A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. ([24 CFR §903.7\(m\)\(5\)](#))

Pet Policy. Describe the PHA’s policies and requirements pertaining to the ownership of pets in public housing. ([24 CFR §903.7\(n\)](#))

Substantial Deviation. PHA must provide its criteria for determining a “substantial deviation” to its 5-Year Plan. ([24 CFR §903.7\(r\)\(2\)\(i\)](#))

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

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

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

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

HOPE VI. 1) A description of any housing (including project name, number (if known) and unit count) for which the PHA will apply for HOPE VI; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI is a separate process. See guidance on HUD’s website at: https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6. ([Notice PIH 2011-47](#))

Mixed Finance Modernization or Development. 1) A description of any housing (including name, project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD’s website at: https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6/mfph#4

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

Conversion of Public Housing under the Voluntary or Mandatory Conversion programs. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. ([24 CFR §903.7\(j\)](#))

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

Project-Based Vouchers. Describe any plans to use HCVs for new project-based vouchers. ([24 CFR §983.57\(b\)\(1\)](#)) If using project-based vouchers, provide the projected number of project-based units and general locations and describe how project-basing would be consistent with the PHA Plan.

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

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

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

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

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

C. Other Document and/or Certification Requirements

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

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

C.3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed*. Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of §§ 903.7(o)(1) and 903.15(d) and: (i) examines its programs or proposed programs; (ii) identifies any fair housing issues and contributing factors within those programs, in accordance with 24 CFR 5.154; or 24 CFR 5.160(a)(3) as applicable (iii) specifies actions and strategies designed to address contributing factors, related fair housing issues, and goals in the applicable Assessment of Fair Housing consistent with 24 CFR 5.154 in a reasonable manner in view of the resources available; (iv) works with jurisdictions to implement any of the jurisdiction’s initiatives to affirmatively further

fair housing that require the PHA's involvement; (v) operates programs in a manner consistent with any applicable consolidated plan under 24 CFR part 91, and with any order or agreement, to comply with the authorities specified in paragraph (o)(1) of this section; (vi) complies with any contribution or consultation requirement with respect to any applicable AFH, in accordance with 24 CFR 5.150 through 5.180; (vii) maintains records reflecting these analyses, actions, and the results of these actions; and (viii) takes steps acceptable to HUD to remedy known fair housing or civil rights violations. impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o)).

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

D. Affirmatively Furthering Fair Housing.

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 by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintain records reflecting these analyses and actions. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

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

Public reporting burden for this information collection is estimated to average 7.02 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

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

U. S Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 2/29/2016

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

I, Meredith Richards, the Community Development Director
Official's Name *Official's Title*

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

Grand Forks Housing Authority
PHA Name

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of

Impediments (AI) to Fair Housing Choice of the

City of Grand Forks, ND
Local Jurisdiction Name

pursuant to 24 CFR Part 91.

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

The mission and goals in the PHA Plan contribute to the City's Consolidated Plan goals/strategies related to
Affordable Housing, Homelessness and Special Needs Populations.

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

Name of Authorized Official Meredith Richards	Title Community Development Director
Signature 	Date 10/12/2021

**Certifications of Compliance with
PHA Plan and Related Regulations
(Standard, Troubled, HCV-Only, and
High Performer PHAs)**

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

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

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the ___ 5-Year and/or X Annual PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning 01/01/2022 in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located (24 CFR § 91.2).
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments (AI) to Fair Housing Choice, or Assessment of Fair Housing (AFH) when applicable, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program.
7. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintains records reflecting these analyses and actions.
8. For PHA Plans that include a policy for site-based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2011-65);

- The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing; and
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR 903.7(o)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
 10. In accordance with 24 CFR § 5.105(a)(2), HUD's Equal Access Rule, the PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
 11. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
 12. The PHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
 13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
 14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
 15. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
 16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
 17. The PHA will keep records in accordance with 2 CFR 200.333 and facilitate an effective audit to determine compliance with program requirements.
 18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
 19. The PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.
 20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
 21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
 22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Housing Authority of the City of Grand Forks, ND
PHA Name

ND012
PHA Number/HA Code

Annual PHA Plan for Fiscal Year 2022
 5-Year PHA Plan for Fiscal Years 20__ - 20__

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

Name of Executive Director		Name Board Chairman	
Terry Hanson	10/15/2021	Curt Kreun	10/15/2021
Signature 	Date	Signature 	Date



Can't Fill Vacancies? GFHA Vouchers Can Help!

Every year the GFHA's Section 8 Housing Choice Voucher program helps low-income renters put over \$10 million into the local economy in the form of rent payments to local landlords. On average, rental assistance payments through the housing authority cover about 2/3 of this cost. GFHA vouchers can be used anywhere in Grand Forks County, making them perfect for filling vacancies in smaller communities!

Interested in participating in the voucher program? Don't know where to start?

GFHA Payment Standards. The following amounts indicate the standard rent plus utility cost each family utilizing a voucher can pay on a monthly basis. Upon request, households with income can pay an additional 10% of their own income to increase their household's maximum allowable payment standard. These payment standards are accurate (as of 10/01/20) for ALL of GRAND FORKS COUNTY. GFHA does not directly administer vouchers in Minnesota.

Efficiency -----	\$685.00	2 Bedroom -----	\$971.00	4 Bedroom -----	\$1,681.00
1 Bedroom -----	\$763.00	3 Bedroom -----	\$1,390.00	5 Bedroom -----	\$1,790.00

Curious about utility costs? Contact the GFHA for a copy of our Utility Allowance chart.

Under the Payment Standard? Contact GFHA. Once you have determined your units would be eligible to receive housing assistance, reach out to Brenda Kristjanson (Lead Voucher Administrator) for more details on the program and landlord obligations at bkristjanson@thegfha.org.

Why Support GFHA & Participate in the Voucher Program?

- *Economic impact.* GFHA's vouchers create tenancy in 1,200 Grand Forks County units each month. The local Housing Choice Voucher program provides around \$7.5 Million in rent assistance payments each year for local families, allowing these families to pay full rent, for a **total economic impact of over \$11 Million annually** in the form of rent payments to local landlords.
- *Rent payments backed by the GFHA.* Thanks to the voucher programs, your company can help keep low-income families housed while receiving a full rent payment.
- *Encouraging Self-Sufficiency, reducing government burden.* The GFHA Family Self-Sufficiency program (FSS) helps 90-100 Housing Choice Voucher families move toward self-sufficiency each year.
- *Supporting the local economy with Federal funds.* GFHA Housing Assistance Payments are funded entirely at the Federal level and use **no state or local tax dollars**.

WHAT TO CONSIDER WHEN LOOKING FOR A UNIT

You may look for a unit in Grand Forks County, which meets the Housing Quality Standards, the occupancy standard, and is considered rent reasonable. The owner must agree to sign the Housing Assistance Payments Contract and accept the Tenancy Addendum as part of the Lease. The owner cannot be the parent, child grandparent, grandchild, sister or brother of any member of your family.

You are not limited to any particular area, and should try to choose a location that will offer you and your family the best situation to meet your needs. Consider the following factors:

- ◆ Is the unit in good condition?
- ◆ Is the rent reasonable?
- ◆ What utilities will I have to pay?
- ◆ Is the location convenient for you?

If you need help with the security deposit, you may contact Red River Valley Community Action at 746-5431, or Salvation Army at 775-2597. The Grand Forks Housing Authority may provide prospective landlords with rental history information, such as name of previous landlord and any known information regarding previous lease or family obligation violations. If you have poor rental history or are a first time renter, you may want to attend the Renter's Education Program. Call 746-5431 to register for the free class which will give you information on your rights and responsibilities as a renter.

If your family includes a person with disabilities who requires an accessible unit, please let your Administrator know. We will assist you in finding a unit to meet your needs and refer you to agencies that can help.

Following is a list of management companies located in Grand Forks with local phone numbers unless otherwise noted, who are familiar with the Housing Assistance Program and may have rental units available. These are not pre-approved or preferred landlords and you are not limited to this list. You should check the newspaper, yellow pages, and any other available sources for assistance in your search for rental units.

IRET

- Legacy
PH (701) 746-1015
- Ashland
PH (701) 746-4250
- Forest Park Estates
PH (701) 746-4250
- Southwinds
PH (701) 795-4041
- Landmark Estates
PH (701) 795-4041
- Southpoint
PH (701) 775-8535
- Valley Park
PH (701) 780-2097

Goldmark

- Columbia West
PH (701) 738-8520
- Amberwood
PH (701) 780-2090
- Richfield
PH (701) 746-6103
- Autumn Ridge
PH (701) 738-0092

Gallery Apts

Dan Mikkelson
815 N 39th St.
Grand Forks, ND 58203
PH (701) 775-2342

Real Estate Mgmt.

Rick Schreier
3101 S 17th St
Grand Forks, ND 58201
PH 701) 746-4755

IMM

3325 S Washington St
Grand Forks, ND 58201
PH (701) 746-9551
PH (701) 720-0843

Intercoastal Prop Mgmt

925 N 43rd St K95
Grand Forks, ND 58203
PH (701) 795-0597

Dakota Commercial
2855 10th Ave N #300
Grand Forks, ND 58203
PH (701) 772-3101

BMI
BOX 868
Fargo, ND 58302
PH (701) 237-4333

Oxford Realty
Mike Opp
2009 13th Ave N
Grand Forks, ND 58203
PH (701) 740-9569

Southview Apt
2049 30th Ave S
Grand Forks, ND 58201
PH (701) 772-3209

Reindeer Prop
Bill Gravelin
809 N 5th St
Grand Forks, ND 58203
PH (701) 746-9665

Grossman Prop
820 University Ave
Grand Forks, ND 58203
PH (218) 779-2476 - Glenda
PH (218) 791-3006 - Don

Elite Prop Mgmt.
1005 S Washington St
Grand Forks, ND 58201
PH (701) 746-7368

Deerwood Prop.
Peggy Ferguson
909 S. Washington St.
Grand Forks, ND 58201
PH (701) 787-6085

Peak Mgmt.
1017 S. 9th St
Grand Forks, ND 58201
PH (701) 740-7001

Cambridge Property Mgmt.
2603 7th Ave S #12
Grand Forks, ND 58201
PH (701) 775-8670

S&S Investments
1395 S Columbia Rd #221
Grand Forks, ND 58201
PH (701) 610-8639

Primrose Apt
3397 Primrose Ct
Grand Forks, ND 58201
PH (701) 792-0777

West Ridge Apt
2750 S 38th St
Grand Forks, ND 58201
PH (701) 772-2332

Ken and Janet Kuhl
1025 83rd ST S
Grand Forks, ND 58203
(701) 772-5275

Many Room LLC
Marathon Estates
Craig Johnson
PH (701) 739-1668

Valley Sunrise Prop
2302 30th Ave S #501
Grand Forks, ND 58201
PH (701) 775-8670

Kensington Place
2303 27th Ave S
Grand Forks, ND 58201
PH (701) 780-8162

Landmark Estates
1105 Landeco Ln
Grand Forks, ND 58201
PH (701) 775-4469

Dieu Prop
Jennifer Neis
PH (701) 739-0040

Housing with Handicap-Accessible Units

- **Sterling Point Apartments and Townhomes**
3605 S 20th Street, Grand Forks, ND
Phone: (701) 757-3012
- **Ridgemont Apartments**
2211 Library Lane, Grand Forks, ND
Phone: (701) 746-6103
- **Amberwood**
2520 9th Ave South, Grand Forks, ND
Phone: (701) 780-2090
- **Grandview I Apartments**
1850 S 34th Street, Grand Forks, ND
Phone: (701) 738-8520
- **Southview III**
2249 30th Ave South, Grand Forks, ND
Phone: (701) 738-0092
- **Richfield 1**
1998 30th Ave South, Grand Forks, ND
Phone: (701) 746-6103
- **Richfield 2**
1898 30th Ave South, Grand Forks, ND
Phone: (701) 746-6103
- **Richfield 3**
1850 30th Ave South, Grand Forks, ND
Phone: (701) 746-6103
- **Richfield 4**
1802 30th Ave South, Grand Forks, ND
Phone: (701) 746-6103

List of Portability Contact Persons for Neighboring Housing Agencies

Walsh County Housing Authority
600 E 9th St
Grafton, ND 58237
Phone:(701) 352-3260
Shelley Popiel, Executive Director

Nelson County Housing Authority
208 Main St N
Lakota, ND 58344
Phone:(701) 247-2293
Allen Orwick, Executive Director

Trail County Housing Authority
16 W Caledonia Ave
Hillsboro, ND 58045
Phone:(701) 436-5785
Blake Strehlow, Contract Manager

Housing Authority-Cass County
230 8th Ave W
West Fargo, ND 58078
(701) 282-3443
Blake Strehlow, Contract Manager

Fargo Housing & Redevelopment Authority
325 Broadway N
Fargo, ND 58102
(701) 293-6262
Lynn Fundingsland, Executive Director

Cooperstown Housing Authority (Steele County)
807 Burrel Ave, NW
Cooperstown, ND 58425
(701)797-2386
Paul Schuh, Executive Director

Northwest Minnesota Multi-County Housing and Redevelopment Authority
205 Garfield Avenue
Mentor, Polk County, MN
218-637-2431
Lee Meier, Executive Director



Grand Forks County
North Dakota

How Portability Works

What is Portability?

"Portability" in the Housing Choice Voucher (HCV) program refers to the process through which your family can transfer or "port" your rental subsidy when you move to a location outside the jurisdiction of the public housing agency (PHA) that first gave you the voucher when you were selected for the program (**the initial PHA**).

The agency that will administer your assistance in the area to which you are moving is called the receiving PHA.

New families have to live in the jurisdiction of the initial PHA for a year before they can port. But, the initial PHA may allow new families to port during this one-year period.



What Happens Next?

1. You must notify the initial PHA that you would like to port and to which area you are moving.
2. The initial PHA will determine if you are eligible to move. For example, the PHA will determine whether you have moved out of your unit in accordance with your lease.
3. If eligible to move, the initial PHA will issue you a voucher (if it has not done so already) and send all relevant paperwork to the receiving PHA.
4. If you are currently assisted, you must give your landlord notice of your intent to vacate in accordance with your lease.

Contacting the Receiving PHA

1. Your case manager will let you know how and when to contact the receiving PHA. Your case manager must give you enough information so that you know how to contact the receiving PHA.
2. If there is more than one PHA that administers the HCV program where you wish to move, you may choose the receiving PHA. The initial PHA will give you the contact information for the PHAs that serve the area. If you prefer, you may request that the initial PHA selects the receiving PHA for you.

Generally, the initial PHA is not required to give you any other information about the receiving PHAs, but you may wish to find out more details when contacting them (such as whether the receiving PHA operates a Family Self-Sufficiency or Homeownership program).

How Portability Works



Before Porting, Things You Should Know

Subsidy Standards: The receiving PHA may have different subsidy standards. In other words, the initial PHA may have issued you a three-bedroom voucher, but the receiving PHA may, if appropriate for your family, issue you a two-bedroom voucher. Note, however, that the PHA's subsidy standards must comply with fair housing and civil rights laws. This includes processing reasonable accommodation requests that are necessary for qualified individuals with disabilities.

Payment Standards: The payment standards of the receiving PHA may be different for each PHA. Payment standards are what determine the amount of the rent that the PHA will pay on your behalf. If a receiving PHA's payment standards are lower than the initial PHA, then the portion of the rent you pay may be more than what you were paying at the initial PHA.

Re-screening: The receiving PHA may re-screen you using their own policies, which may be different than the initial PHA's policies and could result in them denying your request to move. When contacting the receiving PHA, you may want to ask whether they re-screen families moving into their area under portability and what are their policies for termination or denial of HCV assistance. This will assist you in determining if the receiving PHA's policies might prevent you from moving to their jurisdiction.

Time Management: You should manage the move so that you have enough time to arrive at the receiving PHA before the initial PHA voucher expires; otherwise, you may lose your assistance.

See front for more details

Once at the Receiving PHA

1. The receiving PHA will issue you a voucher to search for a unit in its jurisdiction. Your voucher must be extended by 30 days from the expiration date on the voucher issued by the initial PHA.
2. When you submit a request for tenancy approval, the time on your voucher will stop until you are notified in writing whether the unit is approved or denied. The request for tenancy approval is the form you will submit to the receiving PHA once you find a unit, so that the receiving PHA can determine whether you may rent that unit under the program.
3. If you decide that you do not want to lease a unit in the area, the receiving PHA will return your voucher to the initial PHA. The initial PHA is not required to, but may, extend the term of your voucher so that you may search for a unit in the initial PHA's jurisdiction or port to another jurisdiction.

Any additional instructions will be provided by the receiving PHA. PHAs must comply with all nondiscrimination and equal opportunity requirements in the portability process, including, but not limited to, the Fair Housing Act, Section 504 of the of the Rehabilitation Act, Title VI of the Civil Rights Act, and title II of the Americans with Disabilities Act.

See front for more details

HOUSING ASSISTANCE CAN BE TRANSFERRED TO ANOTHER UNIT OF COMMUNITY UNDER THE VOUCHER PROGRAM

The Portability Option:

A family may be eligible to transfer or “Port” their Voucher to another community within the United States. To be eligible to Port the Voucher, a family must have had a legal residence within Grand Forks County at the time they submitted their application for the Housing Assistance Waiting List, or have completed the initial assisted term of their Lease and be in good standing with their family’s obligations to the Housing Assistance Program.

If you are interested in using the Portability Option, contact your Housing Administrator to determine if you are eligible. If you are eligible, you must give your landlord and the Grand Forks Housing Authority proper written notice to vacate and schedule an appointment with your Administrator. Tell your Administrator the name of the city to which you want to move, and the Administrator will issue a Voucher giving you 60 days to contact the Housing Authority in that city, and to submit the required documents to that agency.

The new Housing Authority will determine the Voucher size, Payment Standard, and Utility Allowance. If you need an extension to allow more time to search for a unit, you must submit your request for an extension to the new Housing Authority. If the receiving Housing Authority chooses to administer the Grand Forks Housing Authority’s Voucher, you are limited to one move within a 12-month period.

If the Grand Forks Housing Authority determines that the current and/or anticipated funding level is insufficient for continued assistance, a family shall be denied a Voucher to Port. Anticipated rent increases expected for participants, the increased cost of the Voucher in the higher cost area, and the attrition rate of vouchers currently in use shall be considered when making this determination. The Housing Authority shall contact the receiving PHA to confirm that it will not absorb the participant. If the receiving PHA will absorb the participant, the family shall be allowed to port. Moves by households whose vouchers are being administered by a receiving PHA may be denied if there is insufficient funding available.

The Unit Transfer Option:

The Housing Choice Voucher Program is tied to the tenant, and the tenant may be able to transfer housing assistance from one unit to another. After the completion of the initial term of the lease, you may give the owner a written notice to vacate in accordance with the lease, and provide a copy to the Grand Forks Housing Authority at the same time. A tenant must be in good standing with the lease and with the family’s obligations to the program to be eligible to transfer housing assistance.

When notice to vacate is given, call the Housing Authority to schedule a unit transfer briefing with your Administrator. If the family fails to notify the Grand Forks Housing Authority in writing before vacating an assisted unit, the family will be in noncompliance with the family’s obligations and housing assistance will be terminated. The family may transfer housing assistance one time within a 12-month period.

At the unit transfer briefing, the process to transfer assistance to a new unit will be explained. You will be given a Request for Tenancy Approval, and must submit this to the Housing Authority before an inspection of the new unit is completed. The unit must pass the Housing Quality Standards Inspection, the owner must agree to sign the Contract, and the rent must be reasonable and affordable before the new unit can be approved. You should not sign a lease until your Housing Administrator has told you that the unit is approved. After the unit has been approved, you are responsible to pay the security deposit and to bring a copy of the new 12-month lease to the Housing Authority.

ADDITIONAL INFORMATION

Providing Information to Owners

An owner will ask you for information when you apply to rent his/her unit. It is important to provide the requested information so that your application can be processed quickly. When you have selected the unit you want to rent with housing assistance, ask the owner to complete the Request for Tenancy Approval (RFTA) and return it to the Housing Authority along with a copy of an unsigned, undated, 12-month lease. Return these to the Housing Authority as soon as possible. An appointment to inspect the unit will be made after the RFTA is received.

Upon request by the owner, the Grand Forks Housing Authority will provide owners with the family's current address and the names of the family's current and prior landlords that are available in the family's file. The Housing Authority will explain owner responsibilities and obligations under the Housing Assistance Payments Contract, and may estimate the amount of tenant rent and/or housing assistance payment. The Grand Forks Housing Authority has no liability or responsibility to the owner for a family's behavior or suitability for tenancy. The owner is responsible for screening a prospective tenant's behavior or suitability for tenancy.

Accessible Units

If your family includes a person with disabilities, you may request a listing of accessible units that are known to the Housing Authority. A list of local agencies that provide support and services to persons with disabilities is also available. A family may request an exception payment standard when needed as a reasonable accommodation.

Requesting a Reasonable Accommodation

The Grand Forks Housing Authority will take reasonable steps to ensure effective communication with applicants, tenants, and members of the public regardless of whether it is ultimately determined that a person is eligible for admission. To ensure effective communication with persons with disabilities, the Housing Authority will provide auxiliary aids where necessary to give tenants and applicants with disabilities equal opportunity to receive and enjoy the benefits of the housing assistance programs and services. The Housing Authority will accommodate requests by persons with disabilities to have written materials presented in a manner, which can be understood by those individuals, unless doing so would result in an undue financial and administrative burden. The Grand Forks Housing Authority uses the TDD number 711 and Relay North Dakota for telecommunications with hearing-impaired individuals.

Due to the importance of housing in a family's life, the Grand Forks Housing Authority will take reasonable and appropriate action to provide information about housing programs to persons with limited English proficiency (LEP) in a manner that they can understand so as to enable them to utilize the housing assistance programs. LEP persons are identified as persons who, as a result of national origin, do not speak English as their primary language and who have a limited ability to speak, read, write, or understand English.

A person with LEP is expected to make this factor known to the Housing Authority, and to identify what language they are most comfortable utilizing. Upon request from a LEP person, the Housing Authority will take the following steps at no cost to the LEP person:

1. Offer oral interpretive services. The client may select an interpreter of their own choosing, or the HA will take every effort to locate and provide a competent interpreter.
2. The HA may utilize interpretive services of a qualified individual or by telephone service.
3. The HA staff is available to answer questions and will take into account a person's status as a LEP person when making decisions.

Victims of Domestic Violence, Dating Violence, or Stalking

An individual's status as a victim of domestic violence, dating violence, or stalking is not grounds for denial of tenancy or of housing assistance, and is not grounds for eviction or termination of housing assistance. An incident or incidents of domestic violence, dating violence, or stalking does not qualify as serious or repeated violations of the lease. Criminal activity directly relating to domestic violence, dating violence, or stalking does not constitute grounds for termination of tenancy, housing assistance, or occupancy rights of the victim. The lease may be bifurcated in order to evict, remove, or terminate the assistance of the offender while allowing the victim who is a tenant or lawful occupant remain. The incident or incidents of domestic violence, dating violence, or stalking must be documented on form HUD-50066, and with supporting documentation from a legal source, medical professional, or a victim service provider. All information will be kept confidential, including the individual's status as a victim of domestic violence, dating violence, or stalking. The information will not be entered into any shared database or provided to any related entity without the expressed written request or consent of the victim, or if required for use in an eviction proceeding related to whether the incident or incidents in question qualify as a serious or repeated violation of the lease or as criminal activity, or is otherwise required by law.

Termination of Assistance

The family may terminate their participation in the housing assistance program by providing a written notice to the Housing Authority specifying the last date of the month in which they wish assistance payments to end. The Housing Authority may terminate housing assistance because of the family's action or failure to act. The family must meet their obligations as described on the Voucher and explained on the Know Your Responsibilities form in order to continue participating in the Housing Choice Voucher Program. Housing Assistance will be terminated if the family fails to meet these obligations, so it is important to understand them and ask any questions you may have.

Who Can Live in the Assisted Unit

Only persons approved by the Housing Authority can live or stay in the assisted unit. Any person not included on the HUD 50058 form who has been in the unit more than 10 consecutive days without the written approval of the Grand Forks Housing Authority, or a total of 30 days in a 12-month period, will be considered to be living in the unit as an unauthorized household member. This is a violation of the family's obligations to the Housing Choice Voucher Program and cause for termination of housing assistance.

Absence of evidence of any other address will be considered verification that the visitor is a member of the household. Statements from neighbors, landlords, and/or other credible sources will be considered in making the determination. Use of the unit address as the visitor's current residence for any purpose that is not explicitly temporary shall be construed as permanent residence.

The burden of proof that the individual is a visitor rests on the family. In the absence of such proof, the individual will be considered an unauthorized member of the household and the Grand Forks Housing Authority will terminate assistance since prior approval was not requested for the addition.