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

Applicability. Form HUD-50075-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 of 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, or at risk of being designated as troubled, and that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.

3. **Housing Choice Voucher (HCV) Only PHA** – A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment, and does not own or manage public housing.

4. **Standard PHA** – A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS 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.

<table>
<thead>
<tr>
<th>PHA Name: Brainerd Housing and Redevelopment Authority</th>
<th>PHA Code: MN032</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHA Type: Small ☑️ High Performer ☑️</td>
<td></td>
</tr>
<tr>
<td>PHA Plan for Fiscal Year Beginning: (MM/YYYY): 01/2020</td>
<td></td>
</tr>
<tr>
<td>PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)</td>
<td></td>
</tr>
<tr>
<td>Number of Public Housing (PH) Units 203</td>
<td>Number of Housing Choice Vouchers (HCVs) 320</td>
</tr>
<tr>
<td>Total Combined 523</td>
<td></td>
</tr>
<tr>
<td>PHA Plan Submission Type: ☑️ Annual Submission ☑️ Revised Annual Submission</td>
<td></td>
</tr>
</tbody>
</table>

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.

The PHA Plan is available in the Brainerd HRA office, located at 324 East River Road, Brainerd, MN, 56401. Additionally, the PHA Plan is posted on the Brainerd HRA website at [www.brainerdhra.org/resources](http://www.brainerdhra.org/resources).

| ☐ PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) | |
| Participating PHAs | PHA Code | Program(s) in the Consortia | Program(s) not in the Consortia | No. of Units in Each Program |
| PH | HCV | |

Lead PHA: Brainerd...
### B. Annual Plan Elements

#### B.1 Revision of PHA Plan Elements.

(a) Have the following PHA Plan elements been revised by the PHA since its last Annual PHA Plan submission?

<table>
<thead>
<tr>
<th>Element</th>
<th>Y</th>
<th>N</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing Needs and Strategy for Addressing Housing Needs.</td>
<td>☒</td>
<td>☐</td>
</tr>
<tr>
<td>Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</td>
<td>☒</td>
<td>☐</td>
</tr>
<tr>
<td>Financial Resources.</td>
<td>☐</td>
<td>☑</td>
</tr>
<tr>
<td>Rent Determination.</td>
<td>☐</td>
<td>☑</td>
</tr>
<tr>
<td>Homeownership Programs.</td>
<td>☐</td>
<td>☑</td>
</tr>
<tr>
<td>Safety and Crime Prevention.</td>
<td>☐</td>
<td>☑</td>
</tr>
<tr>
<td>Pet Policy.</td>
<td>☐</td>
<td>☑</td>
</tr>
<tr>
<td>Substantial Deviation.</td>
<td>☐</td>
<td>☑</td>
</tr>
<tr>
<td>Significant Amendment/Modification</td>
<td>☐</td>
<td>☑</td>
</tr>
</tbody>
</table>

(b) The PHA must submit its Deconcentration Policy for Field Office Review.

(c) If the PHA answered yes for any element, describe the revisions for each element below:

#### B.2 New Activities.

(a) Does the PHA intend to undertake any new activities related to the following in the PHA’s current Fiscal Year?

<table>
<thead>
<tr>
<th>Activity</th>
<th>Y</th>
<th>N</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hope VI or Choice Neighborhoods.</td>
<td>☒</td>
<td>☐</td>
</tr>
<tr>
<td>Mixed Finance Modernization or Development.</td>
<td>☒</td>
<td>☐</td>
</tr>
<tr>
<td>Demolition and/or Disposition.</td>
<td>☒</td>
<td>☐</td>
</tr>
<tr>
<td>Conversion of Public Housing to Tenant Based Assistance.</td>
<td>☒</td>
<td>☐</td>
</tr>
<tr>
<td>Conversion of Public Housing to Project-Based Assistance under RAD.</td>
<td>☒</td>
<td>☐</td>
</tr>
<tr>
<td>Project Based Vouchers.</td>
<td>☒</td>
<td>☐</td>
</tr>
<tr>
<td>Units with Approved Vacancies for Modernization.</td>
<td>☒</td>
<td>☐</td>
</tr>
<tr>
<td>Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</td>
<td>☒</td>
<td>☐</td>
</tr>
</tbody>
</table>

(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.
The mission of the Brainerd HRA is: “Our mission is to provide affordable housing and redevelopment opportunities to strengthen our neighborhoods and community.”

2015 Goal 1: Provide decent, safe and affordable housing to extremely low-income, low-income, and very low-income families by:

Objective A: Continue the successful administration of the Housing Choice Voucher and Public Housing Programs.

Progress Report: Over the course of the previous 5-Year plan, 250 new households participated in the Brainerd HRA’s Housing Choice Voucher program and 178 new households became residents of Brainerd HRA’s Public Housing. In June 2019, there were a total of 317 Housing Choice Vouchers leased (99% of unit months leased) and 202 units of Public Housing were occupied (99% occupancy).

Objective B: Maintain high performance rating in the Housing Choice Voucher and Public Housing Programs

Progress Report: Both the Housing Choice Voucher Program and the Public Housing Program maintained a high performance rating for all five years of the previous plan period.

Objective C: Continue to improve public housing units with the administration of the capital fund program.

Progress Report: The Brainerd HRA has been successful in obligating and expending funds in a timely manner. Notable projects completed during the previous 5-year plan include a project-wide window replacement for 25 townhome units in the Valley Trail location and an elevator replacement in the North Star Apartment high-rise building. Please see attached Capital Fund Program Annual Statement/Performance and Evaluation Report, HUD-50075.1 for open CFP grant years 2018 and 2019.


Objective A: Continue to administer the Family Self-Sufficiency Program.

Progress Report: Over the course of the previous 5-year plan period, 73 households participated in Brainerd HRA’s Family Self-Sufficiency Program. During that period of time, 21 households graduated and $81,854 was paid out in escrow. In 2019, the graduation rate of those exiting the program was 67%. Additionally, in 2017 the Resident Opportunities for Self-Sufficiency (ROSS) Program was added to assist residents in Public Housing in setting and obtaining goals to increase economic independence and improve housing satisfaction. The ROSS program enrolled 30 households and provided non-enrollment outreach services to 104 households in the first 3-year grant cycle. In 2019, the Brainerd HRA ROSS Program was awarded its second 3-year grant, which will run through 2022.
2015 Goal 3: Continue to support the laws and requirements outlined in the Violence Against Women Act (VAWA) of 2005.

**Progress Report:** Public Housing move-in packets and Housing Choice Voucher briefing packets were updated to include information related to occupancy rights and emergency transfer plans. Also, contact information for victims’ services and other community service providers was added to the resource section of the Brainerd HRA website.

2015 Goal 4: Continue to ensure equal opportunity and affirmatively further fair housing as set forth in the Federal Fair Housing Act and the Minnesota Human Rights Act.

**Progress Report:** The Brainerd HRA continues to follow all guidance related to affirmatively furthering fair housing and offers information to all applicants and tenants on how to proceed if they feel they have been a victim of discrimination, including how to activate the HRA’s grievance procedure.

B.3. Most Recent Fiscal Year Audit.

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

Y    N

☐  ☒

(b) If yes, please describe:

Other Document and/or Certification Requirements.

C.1. Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan

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

Form is attached.

C.2. Civil Rights Certification.

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

Form is attached.

C.3. Resident Advisory Board (RAB) Comments.

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

Y    N

☐  ☒

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.

The Brainerd HRA has no active Resident Advisory Board, however notice of the Plan and the public hearing was provided to the North Star Apartments Resident Council at their meetings in August and September.
C.4 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.

Form is attached.

D Statement of Capital Improvements. Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).

D.1 Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.

See HUD Form 50075.2 approved by HUD on 8/9/2019.

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

A. PHA Information. All PHAs must complete this section.

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. Annual Plan.

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

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

☐ 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. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. (24 CFR §903.7(a)(1) and 24 CFR §903.12(b). Provide a description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. (24 CFR §903.7(a)(2)(ii) and 24 CFR §903.12(b).

☐ 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(e)

☐ 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)
C.2 Civil Rights Certification. If any boxes are marked “yes”, describe the revision(s) to those element(s) in the space provided.

Form HUD-50077 SM-HP.

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.

- **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.

- **Conversion of Public Housing.** 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/programs/ph/hope6/index.cfm. (Notice PIH 2010-30)

- **Demolition and/or Disposition.** Describe any public housing projects owned by the PHA and subject to ACCs (including name, 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, 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 dispositions has changed. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD’s website at: http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm. (Notice PIH 2010-30)

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(o)(1))

B.4 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 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 HP.

C.2 Civil Rights Certification. Form HUD-50077 SM-HP, PHA Certifications of Compliance with the PHA Plans and Related Regulation, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction’s initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o))
C.3 **Resident Advisory Board (RAB) comments.** If the RAB provided comments to the annual plan, mark “yes,” submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. *(24 CFR §903.13(c), 24 CFR §903.19)*

C.4 **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. *(24 CFR §903.15)*

D. **Statement of Capital Improvements.** PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. *(24 CFR 903.7 (g))*

D.1 **Capital Improvements.** In order to comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan. PHAs can reference the form by including the following language in Section C. 8.0 of the PHA Plan Template: “See HUD Form 50075.2 approved by HUD on XX/XX/XXXX.”

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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 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 16.64 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.