

5-Year PHA Plan (for All PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 09/30/2027
---	---	---

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

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

A.	PHA Information.														
A.1	<p> PHA Name: Housing Authority of the City of Glendale PHA Code: CA114 PHA Plan for Fiscal Year Beginning: (MM/YYYY): 07/2025 The Five-Year Period of the Plan (i.e., 2019-2023): 2025-2029 Plan Submission Type <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission </p> <p> Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans. </p> <p> How the public can access this PHA Plan: Housing Department Front Counter at 141 N Glendale Ave #202, Glendale, Ca 91206. Online at: https://www.glendaleca.gov/government/departments/community-development/housing/plans-reports-and-loan-forms The plan is also available by emailing: Edgar Akopyan at eakopyan@glendaleca.gov </p> <p> <input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below.) </p> <table border="1"> <thead> <tr> <th rowspan="2">Participating PHAs</th><th rowspan="2">PHA Code</th><th rowspan="2">Program(s) in the Consortia</th><th rowspan="2">Program(s) not in the Consortia</th><th colspan="2">No. of Units in Each Program</th></tr> <tr> <th>PH</th><th>HCV</th></tr> </thead> <tbody> <tr> <td> </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						
Participating PHAs	PHA Code					Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program							
		PH	HCV												
B.	Plan Elements. Required for all PHAs completing this form.														
B.1	<p> Mission. State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years. </p> <p> The mission of the Housing Authority of the City of Glendale is to provide safe, decent, and sanitary affordable housing and services to low, very low, and extremely low income families by ensuring that all neighborhoods in the City are quality, livable places that are free from blight, where residents feel safe and can access resources and services which enhance their ability to support themselves, their families and community. </p>														

B.2	<p>Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low-income, and extremely low-income families for the next five years.</p> <ol style="list-style-type: none"> 1. Optimize Leasing and Subsidy Allocation: Maintain a balanced leasing rate to maximize program participation while ensuring sufficient rent subsidies are provided for Section 8 applicants and recipients to afford decent, safe, and sanitary housing. 2. Achieve High Performer Designation in SEMAP: Strive to achieve and maintain a “High Performer” designation in HUD’s Section Eight Management Assessment Program (SEMAP). 3. Update Administrative Plan Policies: Regularly review and update policies in the Administrative Plan to implement regulatory and policy changes in a timely manner. 4. Review and Update Payment Standards: Periodically review and update payment standards to ensure they remain within 90 to 110 percent of Small Area Fair Market Rents (SAFMRs) and are sufficient to enable Section 8 applicants and recipients to afford decent, safe, and sanitary housing. 5. Maintain Housing Quality: Ensure Section 8 units meet HUD’s standards for being decent, safe, and sanitary. 6. Maintain Internal Controls: Maintain robust internal controls to reduce errors in rent determinations. 7. Provide Training Opportunities for Section 8 Staff: Offer professional and internal training on HUD regulations, policies, and procedures to ensure program compliance and the adoption of industry best practices in administering the Section 8 program. 8. Pursue New Funding Opportunities and Additional Vouchers: Apply for new Notices of Funding Availability (NOFAs) and lobby for additional vouchers to expand affordable housing programs whenever opportunities arise. 9. Enhance Portability Processes: Maintain a streamlined portability transfer processes, enabling families to be issued vouchers, search for units, and lease up in their desired neighborhoods as quickly as possible. 10. Perform Payment Reconciliations: Conduct periodic reconciliations of incoming portability housing assistance payments to ensure accuracy and accountability. 11. Process Waiting List Updates Promptly: Ensure timely processing of applicant-reported updates for the Section 8 waiting list to facilitate quicker qualification when applicants are pulled from the list. 12. Participate in Housing Organizations: Maintain membership and active participation in housing organizations to stay informed about regulatory updates, industry trends, and best practices. 13. Conduct Marketing and Outreach: Conduct program marketing and landlord outreach events to attract new property owners to the Section 8 program while maintaining strong relationships with existing landlords. 14. Strengthen Partnerships with Glendale Continuum of Care (CoC) Agencies: Collaborate with the Glendale Continuum of Care (CoC) and its partner agencies to support Section 8 participants with special needs, ensuring program compliance and long-term housing stability.
B.3	<p>Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <ol style="list-style-type: none"> 1. Continue to develop and maintain a good working relationship with other PHAs so that families and property owners can benefit through the portability process of the Housing Choice Voucher Program. Our agency is unique in the high amount of incoming portable vouchers leasing in our agency. Progress Report: Since 2020, the GHA processed over 300 incoming portable vouchers from other agencies. The majority of these vouchers were ported from the City of Los Angeles, Burbank, LACDA, and various other housing authorities. <ol style="list-style-type: none"> a. Perform monthly and timely reconciliation for Housing Assistance Payments. Progress Report: Portability payment reconciliations were completed periodically to ensure the accuracy of Housing Assistance Payments from initial PHAs. b. Establish a single port contact person to ensure easy coordination. Progress Report: A dedicated contact person for incoming potable clients has been in place for several years to streamline coordination and communication. c. Continue membership in professional organizations that allow for interactions and coordination with other local agencies. Progress Report: The GHA remained an active member of the National Association of Housing and Redevelopment Officials (NAHRO), the California Association of Housing Authorities (CAHA), and the Public Housing Authorities Directors Association (PHADA). 2. Maintain optimal leasing rate to benefit as many participants as possible, given constraints by HUD and local rental market. Progress Report: The GHA is authorized by HUD to administer 1,592 Glendale Housing Choice Vouchers. However, due to budgetary constraints, only 1,445 vouchers are currently under lease. In December, HUD notified the GHA that it had exceeded its budget authority and was in shortfall status. As a result of this designation, HUD has mandated a temporary halt to leasing new clients from the waiting list. The GHA will collaborate closely with HUD’s shortfall team to address the situation. Steps may include applying for all available supplemental funding opportunities until the GHA comes out of shortfall and can resume normal operations. <ol style="list-style-type: none"> a. Use HUD’s 2-year tool for budgeting and forecasting needs. Progress Report: The GHA regularly uses HUD’s 2-year tool for program budgeting and forecasting, including when updating payment standards and utility allowances.

- b. Review and monitor monthly attrition and deceased tenant report.
Progress Report:
Staff reviewed HUD's deceased tenant's report and took appropriate action to terminate assistance when clients passed away. Over the past 12 months, the Glendale Section 8 program averaged an attrition rate of five vouchers per month.
- c. Review payment standard to ensure comparable market rates.
Progress Report:
The GHA annually reviewed its payment standards to ensure compliance with HUD guidelines and to confirm they were adequate for tenants to secure decent, safe, and sanitary housing. When necessary, the GHA adjusted payment standards to reflect market conditions. A major shift in payment standards occurred Effective January 1, 2025, when HUD designated the GHA as a mandatory Small Area Fair Market Rents (SAFMR) agency. This designation required the GHA to establish payment standards by ZIP code within 90% to 110% of each SAFMR. This policy was set to accomplish equitable housing opportunities across various neighborhoods while aligning with local market conditions.
- d. Monitor and update Section 8 waiting list to ensure applicants can be qualified as quickly as possible when pulled from the list.
Progress Report:
The GHA promptly updated applicant information upon receiving new or revised details. Between 2020 and 2024, nearly 900 families were pulled from the waiting list and processed for eligibility. Additionally, from 2021 to 2024, the GHA pulled 231 families from the EHV waiting list, successfully housing 225 of them.
- 3. Offer staff training and education on changing HUD regulations, policies and procedures that affect program participant's eligibility and assistance.
 - a. Update the Administrative Plan as needed to ensure program compliance.
Progress Report:
The Administrative Plan was periodically updated to ensure compliance with HUD regulations. The most significant policy update was recently completed and will take effect on April 1, 2025. This update was driven by key regulatory changes, including the Housing Opportunity Through Modernization Act (HOTMA) and the adoption of a new Section 8 inspection protocol, the National Standards for the Physical Inspection of Real Estate (NSPIRE).
 - b. Staff training to ensure continuous program compliance and minimize error rates.
Progress Report:
Staff was periodically offered online and in-house training to stay current on HUD regulations. The training sessions helped the GHA staff maintain compliant with regulations.
 - c. Continue to attend professional organizations meetings to regional and national housing organizations.
Progress Report:
GHA staff regularly attended online and in-person meetings to stay informed on industry updates. In 2024, staff participated in meetings and conferences hosted by NAHRO, CAHA, and Emphasys, ensuring continued engagement with policy changes and best practices.
- 4. Update owners and program participants of changes in program policies and regulations.
 - a. Update participant program briefing packets as needed.
Progress Report:
Briefing packets were updated as necessary.
 - b. Notify owners of policies and regulations that affect program rents.
Progress Report:
The GHA kept tenants and owners informed about program policy changes through direct mailings, online updates, and in-person or phone interactions in response to inquiries. In the near future, Section 8 participants will be notified of HOTMA implementation dates once finalized by HUD. Additionally, participants and property owners will be informed about upcoming changes to the inspection protocols as the GHA transitions from Housing Quality Standards (HQS) inspections to the National Standards for the Physical Inspection of Real Estate (NSPIRE), which takes effect on October 1, 2025.
- 5. Continue to lobby for additional program funding and vouchers in order to alleviate rent burden and provide housing assistance to new participants.
 - a. Apply for new NOFAs whenever possible.
Progress Report:
Over the last five years, the GHA has secured additional Section 8 funding and increased voucher allocations through various programs, including 225 Emergency Housing Vouchers and 45 Housing Choice - Fair Share vouchers. The GHA also plans to seek non-competitive funding to administer five Foster Youth to Independence (FYI) program vouchers.
 - b. Coordinate lobbying efforts with other agencies through national association membership for important budget issues and legislation.
Progress Report:
The GHA collaborates with local and national housing organizations, including the National Association of Housing and Redevelopment Officials (NAHRO), the California Association of Housing Authorities (CAHA), and the Public Housing Authorities Directors Association (PHADA), to advocate for increased funding and regulatory changes that support affordable housing in Glendale.
 - c. Respond to HUD proposed rules as necessary.
Progress Report:
The GHA collaborates with CAHA and NAHRO to respond to HUD's proposed rules, ensuring its voice is heard and its advocacy efforts are strengthened.
- 6. Expand and maintain affordable units on the Section 8 program.
 - a. Conduct program marketing to attract new owners.
Progress Report:
Utilizing HUD CARES Act resources, the GHA launched an owner incentive program to support housing EHV clients and to attract, retain, and reward Section 8 owners. Since its inception, \$579,021 in incentive payments have been distributed, resulting in 73 new owners joining the Section 8 program.
 - b. Conduct owner outreach/appreciation events to ensure a good working relationship with owners.
Progress Report:
GHA staff is currently planning an owner appreciation event to be hosted in the near future, subject to budget availability.
- 7. Achieve a "High Performer" designation by HUD.
Progress Report:
the GHA has continued to be awarded a "High Performer" designation in HUD's Section Eight Management Assessment Program (SEMAP) for the past twenty-two years.
 - a. Perform program audits and staff training to maintain program efficiency.
 - b. Perform internal quality control of program participants.
Progress Report:

	<p>Progress Report: (a & b) Supervisory quality control was conducted monthly for Section 8 inspections to ensure compliance and accuracy. Participant files processed by new employees were thoroughly reviewed and monitored. Additionally, all applicant files pulled from the waiting list underwent a supervisory review prior to voucher issuance. Periodic file reviews and training sessions were also conducted as needed to address specific issues and maintain high standards of program administration.</p>
B.4	<p>Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.</p> <p>The Glendale Housing Authority is committed to assisting victims of domestic violence in swiftly escaping abusive situations. To support this effort, the Housing Authority has established an Emergency Transfer Plan, which is outlined in its policies. This plan is available at the Housing Counter, on the Housing Authority's website, and in Chapter 16 of the Administrative Plan.</p> <p>Additionally, the Housing Authority provides resources to help victims seek assistance and distributes written materials to educate them about their rights and protections under the Violence Against Women Act (VAWA).</p> <p>As part of these protections, the Housing Authority provides the following forms:</p> <ul style="list-style-type: none"> • Notice of Occupancy Rights Under the Violence Against Women Act (Form HUD-5380) • Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking (Form HUD-5382) <p>These forms are provided to:</p> <ul style="list-style-type: none"> • Applicants when they are admitted into the program. • Participants when they move to a new unit. • Participants when they receive an eviction or termination notice, and before tenancy termination. • Applicants who are denied housing assistance. <p>Additionally, after the execution of a new Housing Assistance Payment (HAP) contract, the Housing Authority provides a notice to property owners of their rights and obligations under VAWA.</p>
C.	Other Document and/or Certification Requirements.
C.1	<p>Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p>The GHA defines a Significant Amendment/Modification as: any changes made by the PHA resulting in changes to rent and income determination, fair housing requirements, admissions and screening policies or organization of the waiting list. HUD regulatory requirements will not be considered Significant Amendments/Modifications.</p>
C.2	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the 5-Year PHA Plan? Y <input checked="" type="checkbox"/> N <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations</p>
C.3	<p>Certification by State or Local Officials.</p> <p>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.</p>
C.4	<p>Required Submission for HUD FO Review.</p> <p>(a) Did the public challenge any elements of the Plan? Y <input type="checkbox"/> N <input checked="" type="checkbox"/></p> <p>(b) If yes, include Challenged Elements.</p>
D.	Affirmatively Furthering Fair Housing (AFFH).

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

Form identification: CA114-Housing Authority of the City of Glendale form HUD-50075-5Y (Form ID - 2068) printed by Arthur Bolbolian in HUD Secure Systems/Public Housing Portal at 02/03/2025 02:52PM EST