

HOUSING AUTHORITY OF THE BOROUGH OF SAYREVILLE


RESOLUTION NO 2024-14

RESOLUTION ADOPTING THE 5-YEAR PHA PLAN FOR THE
PERIOD JANUARY, 1, 2025- DECEMBER 31, 2029

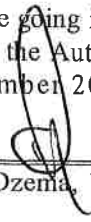
WHEREAS, THE HOUSING AUTHORITY OF THE BOROUGH OF SAYREVILLE is required to submit a 5-year plan as a qualified PHA in accordance with regulations promulgated by the United States Department of Housing and Urban Development ("HUD"); and

WHEREAS, THE HOUSING AUTHORITY OF THE BOROUGH OF SAYREVILLE must also submit the Civil Rights Certification, HUD-50077-CR, for the annual plan submission;

THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE BOROUGH OF SAYREVILLE that the Authority hereby adopts the attached as the 5-year plan for the period January 1, 2025- December 31, 2029, and the HUD-50077-CR for the annual plan submission for 2025.


Kenneth Olchaskey, Chairman

Douglas G. Dzema, Secretary of the Housing Authority of the Borough of Sayreville, hereby certify that the foregoing is a true copy of a Resolution of the Authority adopted on the 9th day of September 2024.



Douglas G. Dzema, Executive Director/Secretary

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

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

A.	PHA Information.														
A.1	<p>PHA Name: Sayreville Housing Authority PHA Code: NJ106 PHA Plan for Fiscal Year Beginning: (MM/YYYY): 01/2025 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: The draft 5-year plan and draft administrative plan are available for review online at www.sayrevilleha.org.</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below.)</p> <table border="1" data-bbox="203 1060 1485 1123"> <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						
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		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 Borough of Sayreville is to provide decent housing, suitable living environments and viable communities for economically disadvantaged families, and elderly and disabled persons without discrimination while promoting and enhancing their self-sufficiency and economic development.</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> <p>Please see attached.</p>														
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> <p>Please see attached.</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 Violence against Women Act (VAWA) provides special protections for victims of domestic violence, dating violence, sexual assault, stalking, and</p>														

	<p>human trafficking who are applying for or receiving assistance under the housing choice voucher (HCV) program. Although the VAWA 2022 statute does not specifically include human trafficking in the list of victims protected under VAWA, in 2022 HUD began including human trafficking as part of the list of victims protected under VAWA (as seen in Notices PIH 2022-06, PIH 2022-22, and PIH 2022-24). In the absence of a final rule implementing VAWA 2022 and to mirror HUD's recent usage, this policy includes human trafficking in addition to domestic violence, dating violence, sexual assault, and stalking anywhere such a list appears. The PHA maintains an updated Administrative Plan which contains general VAWA requirements and PHA policies in three areas: notification, documentation, and confidentiality. Specific VAWA requirements and PHA policies are located primarily in the following sections: 3-I.C, "Family Breakup and Remaining Member of Tenant Family"; 3-III.G, "Prohibition against Denial of Assistance to Victims of Domestic Violence, Dating Violence, Stalking and Human Trafficking"; 10-I.A, "Allowable Moves"; 10-I.B, "Restrictions on Moves"; 12-II.E, "Terminations Related to Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking"; and 12-III.F, "Termination Notice." The PHA provides all participants with HUD 5380 Notice of Occupancy Rights and HUD 5382 VAWA certification. As the landlord of PBV tenants we use and also require HCV landlords to use the VAWA lease addendum HUD 91067. The Authority also maintains a transfer policy that prioritizes residents needing to move due to domestic violence. VAWA applicants who are displaced receive a preference for admission. The Housing Authority refers residents, Section 8 participants, and applicants who are victims or threatened victims of domestic violence, dating violence, sexual assault or stalking to the local police department for counseling and other assistance.</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 following actions shall be considered a "significant amendment" or "substantial deviation": A change in the organization of the waiting lists or administrative plan that would impact more than 20 percent of current applicants or participants. The allocation of 10 percent or more of regular vouchers for use in a project based voucher (PBV) development. This does not include vouchers which are received specifically for a PBV project. Undertaking of new development activities not in the 5-year plan.</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 type="checkbox"/> N <input checked="" 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 The PHA met with the residents on August 14, 2024, to review the draft 5-year plan and draft HCV Administrative Plan. HUD HOTMA income and asset training fact sheets were also reviewed. The tenants had questions about the admin plan but no comments or requests for changes.</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. This is to be determined</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: NJ106-Sayreville Housing Authority form HUD-50075-5Y (Form ID - 794) printed by Kristi Duffy in HUD Secure Systems/Public Housing Portal at 09/04/2024 12:32PM EST

B.2 Goals and Objectives

HCV/PBV

1. Revise/Implement Admin Plan
2. Implementation of HOTMA/NSPIRE changes
3. Maintain voucher utilization at 99%
4. Increase usage of the applicant/participant portal for submission of documents
5. Increase enforcement of participant program violations
6. Reopen waiting lists and conduct lotteries for HCV

PHA Organizational Goals

1. Revise the personnel and employee handbooks
2. Continue to improve cybersecurity by implementing best practices and training staff on a regular basis as indicated by insurance carrier

Finance/Capital improvements/Maintenance

The Housing Authority will continue to participate with the Borough of Sayreville CDBG Administrator to obtain funds through CDBG and the Borough's affordable housing funds to make repairs/improvements to Gillette Manor in order to keep the units affordable.

**HOUSING AUTHORITY OF THE BOROUGH OF SAYREVILLE
FIVE-YEAR PLAN SUBMISSION –SECTION B.3 PROGRESS REPORT
FISCAL YEAR BEGINNING JANUARY 1, 2020**

PHA'S Goals and Objectives:

Goal-Expand the supply of existing housing

Objective- Leverage private or other public funds dollar for dollar to create additional housing opportunities. Assist Borough of Sayreville with its COAH obligation.

Progress- The Borough of Sayreville would not support the development of more housing. However, in exchange for more favorable PILOT terms, the Sayreville Senior Corp. agreed to maintain Gillette Manor as affordable housing. This agreement assisted the Borough of Sayreville to meet 83 units of its COAH obligation, and provided more funds to maintain the property. This goal is complete.

Goal- Staff development

Objective- The current Residential Operations Manager has been in the position for only three months. She has extensive section 8 casework experience but is in need of section 8 management and property management training. Additionally, an additional employee will be trained by our managing PHA, Perth Amboy Housing Authority, to ensure the Sayreville Housing Authority always has staff back-up.

Progress- This goal is complete.

Goal- Technology

Objective- The Authority will fully implement all available tools in PHA-Web to increase efficiency in operations. This includes use of HQS inspections by handheld computer, online applications, applicant portal to view status, digital document imaging storage, and automated letter writing via the PHA-Web system.

Progress- The PHA implemented the application portal and letter writing. This goal is ongoing and will be carried into the next 5-Year Plan

Goal- Administrative plan revisions/ procedure updates

Objective- The Authority will completely revise its administrative plan in accordance with all current regulatory requirements. It will also implement revised procedures to both comply with new regulations and guidance, and to increase staff efficiency.

Progress- A draft admin plan incorporating HOTMA changes is complete, and the Authority will meet with tenants and the resident advisory board to obtain input during the 5 -year planning process. The new policy will be implemented no later than 1/1/2025.

Goal- Promotion of homeownership opportunities

Objective- The Authority will market its homeownership program to all eligible participants and encourage participants to take first time homeownership and credit counseling classes and counseling.

Progress- The Authority has successfully placed 3 HCV participants on to the HCV homeownership program. This goal will be continued in the next 5-Year Plan.

B.4 VAWA Goals

The Violence against Women Act (VAWA) provides special protections for victims of domestic violence, dating violence, sexual assault, stalking, and human trafficking who are applying for or receiving assistance under the housing choice voucher (HCV) program.

Although the VAWA 2022 statute does not specifically include human trafficking in the list of victims protected under VAWA, in 2022 HUD began including human trafficking as part of the list of victims protected under VAWA (as seen in Notices PIH 2022-06, PIH 2022-22, and PIH 2022-24). In the absence of a final rule implementing VAWA 2022 and to mirror HUD's recent usage, this policy includes human trafficking in addition to domestic violence, dating violence, sexual assault, and stalking anywhere such a list appears.

The PHA maintains an updated Administrative Plan which contains general VAWA requirements and PHA policies in three areas: notification, documentation, and confidentiality. Specific VAWA requirements and PHA policies are located primarily in the following sections: 3-I.C, "Family Breakup and Remaining Member of Tenant Family"; 3-III.G, "Prohibition against Denial of Assistance to Victims of Domestic Violence, Dating Violence, Stalking and Human Trafficking"; 10-I.A, "Allowable Moves"; 10-I.B, "Restrictions on Moves"; 12-II.E, "Terminations Related to Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking"; and 12-II.F, "Termination Notice."

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VAWA applicants who are displaced receive a preference for admission. The Housing Authority refers residents, Section 8 participants, and applicants who are victims or threatened victims of domestic violence, dating violence, sexual assault or stalking to the local police department for counseling and other assistance.

C.1. Significant Amendment or Modification

The following actions shall be considered a “significant amendment” or “substantial deviation”:

- A change in the organization of the waiting lists or administrative plan that would impact more than 20 percent of current applicants or participants.
- The allocation of 10 percent or more of regular vouchers for use in a project based voucher (PBV) development. This does not include vouchers which are received specifically for a PBV project.
- Undertaking of new development activities not in the 5-year plan.

**Civil Rights Certification
(Qualified PHAs)**

U.S. Department of Housing and Urban Development

Office of Public and Indian Housing

OMB Approval No. 2577-0226

Expires 03/31/2024

**Civil Rights Certification
Annual Certification and Board Resolution**

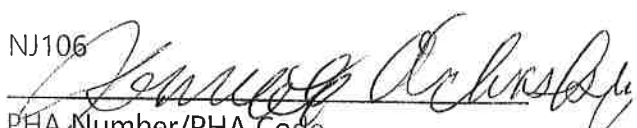
Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the fiscal year beginning 01/2025 in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the mission, goals, and objectives of the public housing agency and implementation thereof:

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. 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.

Sayreville Housing Authority

PHA Name

NJ106



PHA Number/PHA Code

Name of Executive Director: **MR Douglas Dzema**

Name of Board Chairperson: **Kenneth Olchaskey**

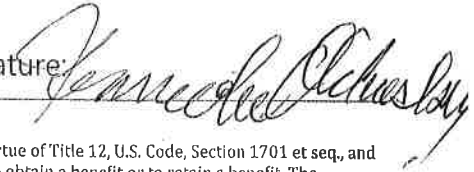
Signature: Date:

Signature: Date:

Executive Director Signature:



Board Chairperson Signature:



The United States Department of Housing and Urban Development is authorized to collect 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. The information is collected to ensure that PHAs carry out applicable civil rights requirements.

Public reporting burden for this information collection is estimated to average 0.16 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.

Form identification: NJ106-Sayreville Housing Authority form HUD-50077-CR (Form ID - 1363) for CY 2025 printed by Kristi Duffy in HUD Secure Systems/Public Housing Portal at 09/03/2024 02:00PM EST

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 3/31/2024
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Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan or State Consolidated Plan

I, Kennedy O'Brien, the Mayor certify that the 5-Year PHA Plan for fiscal years 2025-2029 and/or Annual PHA Plan for fiscal year 2025 of the NJ106 - Sayreville Housing Authority is consistent with the Consolidated Plan or State Consolidated Plan including the Analysis of Impediments (AI) to Fair Housing Choice or Assessment of Fair Housing (AFH) as applicable to the Borough of Sayreville pursuant to 24 CFR Part 91 and 24 CFR § 903.15.

Provide a description of how the PHA Plan's contents are consistent with the Consolidated Plan or State Consolidated Plan.

The goals and policies contained in the 5-Year plan are consistent with the Consolidated Plan.

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:	Kennedy O'Brien	Title:	Mayor
Signature:	Date:		

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. This information is collected to ensure consistency with the consolidated plan or state consolidated plan.

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Form identification: NJ106-Sayreville Housing Authority form HUD-50077-SL (Form ID - 1044) printed by Kristi Duffy in HUD Secure Systems/Public Housing Portal at 09/03/2024 01:51PM EST