

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	PHA Name: <u>Dakota County Community Development Agency</u> PHA Code: <u>MN46P147</u> PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/2025</u> The Five-Year Period of the Plan (i.e. 2019-2023): <u>2025-2029</u> PHA Plan Submission Type: ☒ 5-Year Plan Submission ☐ Revised 5-Year Plan Submission 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 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. The PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public in the following locations: Dakota County CDA 1228 Town Centre Drive Eagan, MN 55123 (651) 675-4400 Dakota County CDA website https://www.dakotacda.org/public-housing-agency-plan/ ☐ PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below.) <table border="1"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																							
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B.	Plan Elements. Required for <u>all</u> PHAs completing this form.					
B.1	Mission. State the PHA's mission for serving the needs of low-income, very low-income, and extremely low-income families in the PHA's jurisdiction for the next five years. "To improve the lives of Dakota County residents and enhance the economic vitality of communities through housing and community development." The Dakota County Community Development utilizes available federal, state and local resources to serve the low-income, very low-income, and extremely low-income households of Dakota County by working to upgrade and maintain existing housing stock, encourage the construction of new affordable housing, and provide decent, safe, and affordable rental housing opportunities.					
B.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income, very low-income, and extremely low-income families for the next five years. Goals adopted by the Dakota County CDA include: Create and Maintain Affordable Housing Opportunities • Apply for additional rental vouchers, as they are available. • Modernize current public housing units utilizing over \$1,000,000 in Capital Funds per year. • Comply with VAWA requirements. Strengthen Dakota County Communities • Deconcentrate poverty by promoting mixed-income private developments, when possible. • Submit an application to SAC for remaining 203 public housing units. • Promote self-sufficiency and asset development by continuing a Section 8 Family Self-Sufficiency program, incorporating services in housing units as feasible, and working with the Dakota County Community Services on partnering opportunities that benefit the residents of the CDA and Dakota County as a whole. Excellence in the Administration of Programs • Maintain 95% or better occupancy/utilization rate for each CDA housing program. • Earn a High Performer designation through the Public Housing Assessment System (PHAS) and the Section 8 Management Assessment Program (SEMAP). • Provide quality service to customers and clients through open communication, offering extended hours once a month for working program participants, and completing no less than 98% of Section 8 recertifications on time. Increase Public Awareness of Agency and Affordable Housing • Promote housing programs through annual landlord conference and education. • Promote initiatives through comprehensive communications program. • Pursue opportunities for collaboration and partnership. • Promote the CDA on LinkedIn Attract, Retain and Develop Qualified Staff • Offer career opportunities and benefits that successfully compete with other employers. • Foster workplace environment where employees feel supported and encouraged to pursue on-going professional development.					
B.3	Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. *See Attachment Exhibit 1A					
B.4	Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities, objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. Dakota County CDA's housing and rental assistance programs have policies that enable CDA staff to serve the needs of victims of domestic violence, dating violence, sexual assault, and stalking.					
C.	Other Document and/or Certification Requirements.					

C.1	Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan. Significant Amendment and Substantial Deviation/Modification (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" The CDA defines "significant amendment" to the Annual Plan for the Public Housing and Housing Choice Voucher (Section 8) programs to be changes to the local preference given in waiting list systems and those changes that may be required by HUD through regulation, if any. For Public Housing only, "significant amendment" is further defined as any change to the proposed demolition or disposition of property and any proposed elderly only designation of property. The CDA defines "substantial deviation/modification" as a fundamental change to the CDA's mission statement, goals or objectives identified in the 5-Year Plan.
C.2	Resident Advisory Board (RAB) Comments. (a) Did the RAB(s) have comments to the 5-Year PHA Plan? Y N ☐ ☐ (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. Due to lack of interest from our residents in forming a RAB, all Public Housing residents were sent a postcard making them aware of the Public Comment period and where they can access the "proposed revised Annual Plan". Residents were informed via the above-mentioned postcard how they can provide comments to the CDA that will be shared with the Revised Annual Plan submission. With the lack of interest, the CDA views all residents as our RAB. Annually, the CDA solicits its Public Housing residents to form a RAB Board and to date we have not received interest from residents wanting to participate. See "Public Comments" document in submission file. (Available after 45-day comment period)
C.3	Certification by State or Local Officials. 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.
C.4	Required Submission for HUD FO Review. (a) Did the public challenge any elements of the Plan? Y N ☐ ☐ (b) If yes, include Challenged Elements.
D.	Affirmatively Furthering Fair Housing (AFFH).

D.1

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

Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

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

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

- A.1** Include the full **PHA Name**, **PHA Code**, **PHA Fiscal Year Beginning** (MM/YYYY), **Five-Year Period** that the Plan covers, i.e. 2019-2023, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the hearing and proposed PHA Plan.

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table.

B. Plan Elements.

- B.1 Mission.** State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years. ([24 CFR § 903.6\(a\)\(1\)](#))
- B.2 Goals and Objectives.** Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. ([24 CFR § 903.6\(b\)\(1\)](#))
- B.3 Progress Report.** Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5- Year Plan. ([24 CFR § 903.6\(b\)\(2\)](#))
- B.4 Violence Against Women Act (VAWA) Goals.** Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. ([24 CFR § 903.6\(a\)\(3\)](#)).

C. Other Document and/or Certification Requirements.

- C.1 Significant Amendment or Modification.** Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the 'Sample PHA Plan Amendment' found in Notice PIH-2012-32, REV 2.

C.2 Resident Advisory Board (RAB) comments.

- (a) Did the public or RAB have comments?
- (b) If yes, submit comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. ([24 CFR § 903.17\(b\)](#), [24 CFR § 903.19](#))

C.3 Certification by State or Local Officials.

[Form HUD-50077-SL](#), *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan.

C.4 Required Submission for HUD FO Review.

Challenged Elements.

- (a) Did the public challenge any elements of the Plan?
- (b) If yes, include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

D. Affirmatively Furthering Fair Housing.

(Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)

D.1 Affirmatively Furthering Fair Housing. The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in relevant part: "To implement goals and priorities in an AFH, strategies and actions shall be included in program participants' ... PHA Plans (including any plans incorporated therein) Strategies and actions must affirmatively further fair housing" Use the chart provided to specify each fair housing goal from the PHA's AFH for which the PHA is the responsible program participant – whether the AFH was prepared solely by the PHA, jointly with one or more other PHAs, or in collaboration with a state or local jurisdiction – and specify the fair housing strategies and actions to be implemented by the PHA during the period covered by this PHA Plan. If there are more than three fair housing goals, add answer blocks as necessary.

Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D.; nevertheless, the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and maintain records reflecting these analyses and actions. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year PHA Plan. The 5-Year PHA Plan provides the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average 1.64 hours per year per response or 8.2 hours per response every five years, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

EXHIBIT 1A

Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

Goals adopted by the Dakota County CDA include:

Create and Maintain Affordable Housing Opportunities

- Apply for additional rental voucher as they are available.
- Modernize public housing units utilizing over \$800,000 for public housing units per year.
- Compliance with VAWA requirements.

PROGRESS:

- **2024 HUD awarded the Dakota County CDA \$1,154,322 in capital funds. These grant dollars will be obligated and expended to complete needed rehabilitation work on public housing properties.**
- **VAWA notification is posted on the CDA's website and applicant/participant documentation.**
- **Maintaining housing and/or subsidy when it has been determined protection by VAWA is warranted.**
- **Staff were trained on VAWA and its requirements in 2024.**

Strengthen Dakota County Communities

- Deconcentrate poverty by promoting mixed-income private developments when possible and maintaining scattered site public housing program.
- Promote self-sufficiency and asset development by continuing a Section 8 Family Self-Sufficiency program, incorporating services in housing units as feasible.
- Promote affordable home ownership opportunities by selling former Public Housing units to current residents and/or a non-profit entity.

PROGRESS:

- **Offered a four-part Financial Literacy Series for FSS participants.**
- **Since 2021, the CDA has sold 34 single family homes and 3 duplexes that were part of a Section 18 application from the CDA's Public Housing Program. By selling these units, the CDA promoted homeownership to income eligible households. The CDA will continue evaluating the feasibility of selling single family homes as the families vacate or sell to the current renter to continue promoting affordable homeownership, while also retaining the sale proceeds for future development of additional affordable housing in Dakota County.**

Excellence in the Administration of Programs

- Maintain 95% or better occupancy/utilization rate for each CDA housing program.
- Earn a High Performer designation through the Public Housing Assessment System (PHAS) and the Section 8 Management Assessment Program (SEMAP).
- Provide quality service to customers and clients through open communication, offering extended hours once a month for working program participants, and completing no less than 99% of Housing Choice Voucher recertifications on time.

PROGRESS:

- **Maintained 98.38% voucher utilization and 96.78% budget authority use for the HCV Program (most recent FY).**
- **Maintained High Performer designation for SEMAP.**
- **Obtain the maximum points for timely re-certifications established in SEMAP.**
- **CDA office is open to the public with staff and equipment available to assist with online application and recertification process.**
- **HOTMA implementation is contingent on the CDA's software.**

Increase Public Awareness of Agency and Affordable Housing

- Promote housing programs through annual landlord conference and education.
- Promote initiatives through comprehensive communications program.
- Pursue opportunities for collaboration and partnership
- Promote the CDA and housing programs on social media platforms.

PROGRESS:

- In 2023 the CDA offered landlords an in-person training including speakers on HQS inspections and the Dakota County Drug Task Force.
- In 2024 the CDA published a Fair Housing training for owners/landlords and hosted a NSPIRE training.
- Built partnerships with local community services to benefit the residents of Dakota County as a whole.
- Promoted the Dakota County CDA housing and employment opportunities on social media.

Attract, Retain and Develop Qualified Staff

- Offer career opportunities and benefits that successfully compete with other employers.
- Foster workplace environment where employees feel supported and encouraged to pursue on-going professional development.

PROGRESS:

- Offer compensation and a benefit package that is competitive with similar positions at housing authorities in the Twin Cities Metropolitan Area.
- Career laddering opportunities in both Housing Assistance and Property Management departments.
- Invested in professional development of all staff through local and national training opportunities.
- Purchased subscription to online HAI Training for staff to access on-demand.
- Tuition reimbursement available for continuing education.
- Regularly provide agency-wide training for all staff.