Streamlined Annual PHA Plan ***(HCV Only PHAs)***	**U.S. Department of Housing and Urban Development Office of Public and Indian Housing**	**OMB No. 2577-0226 Expires: 09/30/2027**

- HSDD PROPOSED ANNUAL PLAN DRAFT -

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. They also inform 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-, very low-, and extremely low- income families.

Applicability. The Form HUD-50075-HCV is to be completed annually by **HCV-Only PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, Small PHA, or Qualified PHA do not need to submit this form. Where applicable, separate Annual PHA Plan forms are available for each of these types of PHAs.

Definitions.

(1) ***High-Performer PHA*** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers (HCVs) 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 if administering both programs, SEMAP for PHAs that only administer tenant-based assistance and/or project-based assistance, or PHAS if only administering public housing.
(2) ***Small PHA*** - A PHA that is not designated as PHAS or SEMAP troubled, 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 and 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 HCVs combined and is not PHAS or SEMAP troubled.

A.	**PHA Information.**
A.1	**PHA Name**: Parish of Jefferson Housing Services Development District **PHA Code**: LA270 **PHA Plan for Fiscal Year Beginning**: (MM/YYYY): 01/2027 **PHA Inventory** (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) **Number of Housing Choice Vouchers (HCVs)** 5,012 **PHA Plan Submission Type:** ☑ Annual Submission ☐ Revised Annual Submission **Public 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 and should make documents available electronically for public inspection upon request. PHAs are strongly encouraged to post complete PHA Plans on their official websites and to provide each resident council with a copy of their PHA Plans. The Jefferson Parish Housing Services Development District (HSDD) will hold a Public Hearing on Monday, September 28, 2026, at 6:00 PM, at its office located at 121 Pailet Drive, Harvey LA, regarding the 2027 Annual Agency Plan. The purpose of the Public Hearing is to provide an opportunity for the public to voice any comments and ask questions they may have regarding the content of the Plan. The proposed Annual Agency Plan for Fiscal Year Beginning January 1, 2027, is available on HSDD's website at www.jphsdd.org and at the HSDD office located at 121 Pailet Drive, Harvey, LA 70058, Monday-Thursday, 9:00 am - 3:00 pm.

☐ **PHA Consortia**: (Check box if submitting a joint 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
Lead HA:				

B.	Plan Elements.

B.1 Revision of Existing PHA Plan Elements.

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

Y	N	
☑	☐	Statement of Housing Needs and Strategy for Addressing Housing Needs.
☐	☑	Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
☑	☐	Financial Resources.
☐	☑	Rent Determination.
☑	☐	Operation and Management.
☐	☑	Informal Review and Hearing Procedures.
☑	☐	Homeownership Programs.
☐	☑	Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.
☐	☑	Substantial Deviation.
☐	☑	Significant Amendment/Modification.

(b) If the PHA answered yes for any element, describe the revisions for each element(s):

Statement of Housing Needs and Strategy for Addressing Housing Needs:

The Parish of Jefferson Housing Services Development District (HSDD) will continue to pursue additional voucher resources that become available and engage with the community to expand landlord participation in the Housing Choice Voucher Program. Supportive services programs will be vigorously implemented to assist HSDD residents in reaching their self-sufficiency goals through partnerships with other Jefferson Parish government departments, HOME Consortium members, and non-profit agencies.

Committed to fulfilling its fundamental mission, HSDD will work to expand the supply of affordable housing to meet the increasing needs of families in the Agency's service area. A compilation of community-wide housing needs data is provided as Attachment 1.

Financial Resources:
Attachment 2 provides HSDD's Schedule of Financial Resources for fiscal year beginning January 1, 2026.

Operation and Management:
Attachment 3 summarizes the proposed policy updates to HSDD's Administrative Plan.

B.2	**New Activities.** (a) Does the PHA intend to undertake any new activities related to the following in the PHA's applicable Fiscal Year? Y N ☑ ☐ Project-Based Vouchers (b) If Project-Based Voucher (PBV) activities are planned for the applicable Fiscal Year, provide the projected number of PBV units and general locations, and describe how project-basing would be consistent with the PHA Plan. HSDD plans to utilize up to 200 Project Based Vouchers throughout Jefferson Parish. The use of PBVs will help expand affordable housing which is consistent with the Agency's adopted mission.
B.3	**Progress Report.** Provide a description of the PHA's progress in meeting its Mission and Goals described in its 5-Year PHA Plan. **HSDD PROGRESS REPORT FYB 2027 ANNUAL PLAN** HSDD continues to engage in activities that create, maintain, and expand affordable housing opportunities in Jefferson Parish. The Agency applied for and has been awarded a wide variety of special purpose vouchers including Stability Vouchers for persons experiencing homelessness, Family Unification Program Vouchers, Non-Elderly Disabled Vouchers, and Foster Youth to Independence (FYI) Program Vouchers. HSDD was also recently awarded an additional allocation of vouchers by HUD under the Veterans Affairs Supportive Housing (VASH) Program. These specialized program vouchers are set aside for specific vulnerable populations that are experiencing or at risk of homelessness. They are also combined with the delivery of supportive services provided by HSDD's partner agencies in the community. Project Based Voucher (PBV) Program implementation is an important Agency priority and HSDD has worked diligently with owners to develop PBV housing units Parish wide. In 2025 it entered into five (5) PBV contracts for 15 units. In December 2025, HSDD opened its Project-Based Voucher (PBV) Waiting List and began accepting online applications for the 15 units. A computerized lottery randomly selected 300 applicants for placement on the PBV waiting list, and after the closing date each applicant was assigned a ranking based on their lottery number. The HSDD has partnered with the city of Westwego Housing Authority (WHA) in administering their Rental Assistance Demonstration (RAD) program, Public Housing rehabilitation. Through this partnership, HSDD administers vouchers issued from HUD to the WHA to facilitate their public housing development initiatives. While the WHA is solely responsible for managing its development activities, HSDD provides voucher expertise and administrative oversight to assist the WHA with regulatory compliance. Embarking on another significant milestone in March 2026, Jefferson Parish government and HSDD proudly broke ground on eight new homes for low-income families. The construction project is progressing well and on target for completion in November 2026. HSDD also has four (4) existing properties that are currently leased to three (3) families on the voucher program and to one (1) open market renter. The Agency has continuously strengthened its program management and operations through workflow improvements and progressive staff training. Operational efforts include policy and procedure revisions conforming with the latest HUD requirements; and implementation of user-friendly software/digital tools for both HSDD residents and landlords. HSDD's new *Resident Portal* enables residents to search for open housing units, conveniently fill out Agency forms, and

communicate directly with housing staff – all from a computer or mobile device. By putting critical information at their fingertips, HSDD's new *Landlord Portal* reduces administrative burden and allows property owners to focus on maintaining quality housing for residents. The upgraded Landlord Portal provides easy access to key information such as payment histories, property inspection schedules, property inspection results, as well as various other details about currently occupied units. By offering 24/7 access to these essential tools and information, the Agency is making it easier for both landlords and residents to navigate the housing process efficiently.

HSDD has implemented a variety of in-service educational sessions for its staff members. Training areas include NSPIRE, HOTMA, Fair Housing, and Project Based Voucher management. In addition, HSDD has provided Emotional Awareness and Sensitivity Training designed to foster a supportive, respectful, and inclusive work environment for both employees and the individuals served. The Sensitivity Training placed emphasis on active listening, respectful communication, and strategies for managing emotional responses in challenging interactions. HSDD also publishes a monthly newsletter, to foster continuous stakeholder engagement and outreach. Together, these efforts reflect HSDD's ongoing commitment to leveraging education, communication, and technology to improve service delivery.

The HSDD continuously implements industry best practices and has competitively applied for and received funding to grow its Family Self-Sufficiency (FSS) program. Participants in the FSS Program work closely with dedicated coordinators to develop individualized plans tailored to their goals which may include job training, credit counseling, and preparation for homeownership. Through this vital FSS initiative, HSDD has created a fully functional Program Coordinating Committee consisting of community partners to assist participants with employment, training, healthcare, childcare, GED, and other supportive services.

Since HSDD assumed administration of the program, FSS has experienced remarkable growth. What began with 66 enrolled families has expanded to 250 active participants – each working toward a more secure financial future. This growth reflects both the demand for supportive services and the program's effectiveness in delivering real results. Recently, the program further strengthened its impact with funding for four FSS Coordinators, increasing its capacity to provide hands-on guidance and support. And the results speak for themselves. As of August 2026, 20 families have achieved the milestone of homeownership, paving the way for generational stability and wealth building. Additionally, 26 participants have successfully graduated from the program, collectively receiving more than $100,000 in tax-free escrow funds to help accomplish their personal and financial goals. The FSS Program remains a cornerstone of JPHSDD's mission, helping families build stronger financial futures and achieve lasting self-sufficiency.

Through daily operations, HSDD is dedicated to ensuring its core "**CPR**" values of **C**ommitment, **P**rofessionalism, and **R**espect for all program participants and stakeholders. In June 2025, HSDD earned significant recognition from industry peers and housing experts securing three prestigious awards at the Southwest NAHRO Awards conference held in Rogers, Arkansas. These awards include:

- **Outstanding FSS Participant –** honoring one of HSDD's Family Self-Sufficiency program graduates for her personal milestones and exemplifying the transformative impact of housing empowerment.
- **Best Media Coverage –** for the HSDD story entitled "Game-changing emergency housing vouchers to help foster children, families in Jefferson Parish," featured on NOLA.com and demonstrating how emergency vouchers are reshaping lives of at-risk families and youth.
- **Special Achievement Award –** recognizing HSDD's successful acquisition of a $500,000 grant aimed at assisting young people facing homelessness. This funding also underscores the Agency's commitment to innovative solutions addressing youth housing instability.

These wins reflect JPHSDD's core mission: facilitating affordable housing, fostering self-sufficiency, and collaborating with residents to ensure secure, stable homes.

B.4	**Capital Improvements.** – Not Applicable
B.5	**Most Recent Fiscal Year Audit.** (a) Were there any findings in the most recent FY Audit? Y N N/A ☐ ☑ ☐ (b) If yes, please describe:
C.	**Other Document and/or Certification Requirements.**
C.1	**Resident Advisory Board (RAB) Comments.** (a) Did the RAB(s) have comments to the PHA Plan? Y N ☐ ☐ (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. RAB comments and HSDD responses will be provided as Attachment 4 after the RAB Agency Plan consultation meeting scheduled for September 11, 2026.

C.2	**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 HUD 50077-SL will be provided via Public Housing Portal guidelines.

C.3	**Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.** 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. Form HUD 50077-ST-HCV-HP will be provided via Public Housing Portal guidelines.
C.4	**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. (a) Did the public challenge any elements of the Plan? Y N ☐ ☐ (b) If yes, include Challenged Elements. This component will be completed after the comment period and related public hearing have taken place.

JEFFERSON PARISH
HOUSING SERVICES DEVELOPMENT DISTRICT (HSDD)

ANNUAL PHA PLAN
FISCAL YEAR BEGINNING 01/01/2027

ATTACHMENT 1

COMPILATION OF PARISH-WIDE HOUSING NEEDS DATA

COMPREHENSIVE HOUSING ASSESSMENT SURVEY (CHAS)
USING U.S. CENSUS AMERICAN COMMUNITY SURVEY (ACS) DATA
FOR YEARS 2018-2022 – RELEASED DECEMBER 23, 2025

Total Jefferson Parish Households	**176,165**
Owner Households	**110,430 (62.7% of Total)**
Renter Households	**65,735 (37.3% of Total)**

Income Distribution Overview	**Owner**	**Renter**	**Total**
Household Income less-than or= 30% HAMFI	10,150	14,835	24,985
Household Income >30% to less-than or= 50% HAMFI	8,340	11,590	19,930
Household Income >50% to less-than or= 80% HAMFI	15,795	13,510	29,305
Household Income >80% to less-than or=100% HAMFI	10,280	7,745	18,025
Household Income >100% HAMFI	65,860	18,050	83,910
Total	**110,430**	**65,735**	**176,165**

Housing Problems Overview 1	**Owner**	**Renter**	**Total**
Household has at least 1 of 4 Housing Problems	23,245	33,290	56,535
Household has none of 4 Housing Problems OR cost burden not available no other problems	87,185	32,445	119,630
Total	**110,430**	**65,735**	**176,165**

Income by Housing Problems (Renters only) *1	**Household has at least 1 of 4 Housing Problems**	**Household has none of 4 Housing Problems OR Cost Burden not Available**	**Total**
Household Income less-than or= 30% HAMFI	11,880	2,955	14,835
Household Income >30% to less-than or= 50% HAMFI	10,555	1,035	11,590
Household Income >50% to less-than or= 80% HAMFI	7,890	5,620	13,510
Household Income >80% to less-than or= 100% HAMFI	1,490	6,260	7,745
Household Income >100% HAMFI	1,480	16,570	18,050
Total	**33,290**	**32,445**	**65,735**

Income by Cost Burden (Renters only) *2	**Cost burden > 30%**	**Cost burden > 50%**	**Total**
Household Income less-than or= 30% HAMFI	11,700	10,630	14,835
Household Income >30% to less-than or= 50% HAMFI	10,345	5,645	11,590
Household Income >50% to less-than or= 80% HAMFI	7,455	810	13,510
Household Income >80% to less-than or= 100% HAMFI	1,045	40	7,745
Household Income >100% HAMFI	560	25	18,050
Total	**31,105**	**17,150**	**65,735**

1. The four housing problems are: incomplete kitchen facilities; incomplete plumbing facilities more than 1 person per room; and cost burden greater than 30%.
2. Cost burden is the ratio of housing costs to household income. For renters, housing cost is gross rent (contract rent plus utilities).

For owners, housing cost is "select monthly owner costs" which includes mortgage payment; utilities; association fees; insurance; and real estate taxes.

SOURCE: The U.S. Department of Housing and Urban Development (HUD) periodically receives custom tabulations of data from the U.S. Census Bureau that are largely not available through standard Census products. These data, known as the CHAS data (Comprehensive Housing Affordability Strategy), demonstrate the extent of housing problems and housing needs, particularly for low-income households.

U.S. Census Bureau. "Selected Housing Characteristics." American Community Survey, ACS 5-Year Estimates Data Profiles, Table DP04 Excerpts, Dataset ACSDP5Y2022

Selected Housing Characteristics		Jefferson Parish, Louisiana
Label	**Estimate**	**Percent**
HOUSING TENURE		
Occupied housing units	176,165	176,165
Owner-occupied	110,430	62.7%
Renter-occupied	65,735	37.3%
GROSS RENT		
Occupied units paying rent	62,667	62,667
Less than $500	2,543	4.1%
$500 to $999	19,934	31.8%
$1,000 to $1,499	29,485	47.1%
$1,500 to $1,999	8,422	13.4%
$2,000 to $2,499	1,851	3.0%
$2,500 to $2,999	243	0.4%
$3,000 or more	189	0.3%
Median (dollars)	1,121	(X)
No rent paid	3,068	(X)
GROSS RENT AS A PERCENTAGE OF HOUSEHOLD INCOME (GRAPI)		
Occupied units paying rent (excluding units where GRAPI cannot be computed)	61,225	61,225
Less than 15.0 percent	8,549	14.0%
15.0 to 19.9 percent	7,413	12.1%
20.0 to 24.9 percent	6,552	10.7%
25.0 to 29.9 percent	6,305	10.3%
30.0 to 34.9 percent	5,895	9.6%
35.0 percent or more	26,511	43.3%
Not computed	4,510	(X)

JEFFERSON PARISH
HOUSING SERVICES DEVELOPMENT DISTRICT (HSDD)

ANNUAL PHA PLAN
FISCAL YEAR BEGINNING 01/01/2027

ATTACHMENT 2

FINANCIAL RESOURCES

JEFFERSON PARISH HOUSING SERVICES DEVELOPMENT DISTRICT SCHEDULE OF FINANCIAL RESOURCES FISCAL YEAR BEGINNING JANUARY 1, 2026		
Housing Choice Voucher Program	$	52,539,000.00
Housing Choice Voucher Program -Administration	$	3,166,000.00
Mainstream Voucher Program	$	763,000.00
Total	$	56,468,000.00

JEFFERSON PARISH
HOUSING SERVICES DEVELOPMENT DISTRICT (HSDD)
ANNUAL PHA PLAN
FISCAL YEAR BEGINNING 01/01/2027

ATTACHMENT 3

DESCRIPTION OF PROPOSED POLICY REVISIONS

Proposed Policy
Additional of Household Members Requiring HSDD Approval

Purpose. To establish standards for adding persons to an assisted Housing Choice Voucher household when the addition is not the result of birth, adoption, court-awarded custody, or the addition of a HSDD-approved live-in aide, including requests that would increase HSDD's housing assistance payment (HAP) cost.

Policy

Except for additions to the household resulting from birth, adoption, court-awarded custody, or the addition of a HSDD-approved live-in aide, a family must obtain HSDD's written approval before adding any person to the assisted household. Custody paperwork is required to include children other than those of the parent with at least 50% custody. In the absence of custody paperwork, documentation from an agency such as the local Continuum of Care or Legal Aid may be accepted by the PHA until custody is complete.

HSDD recognizes that changes in family circumstances may create a legitimate need to add another person to the assisted household. However, participation in the Housing Choice Voucher Program does not provide a family with an unrestricted right to add household members, particularly when the addition would increase the HAP or otherwise increase the cost of assistance to HSDD.

HSDD will evaluate requests to add household members in accordance with applicable HUD requirements, this Administrative Plan, available program resources, and the criteria established below.

A. Request for Approval

The family must submit a written request for approval before permitting the proposed household member to reside in the assisted unit.

The request must identify the proposed household member, the person's relationship to the assisted family, and the reason the family is requesting the addition. The family must provide any documentation requested by HSDD to evaluate the request.

The proposed household member must satisfy all applicable program eligibility, screening, citizenship or eligible immigration status, Social Security number, disclosure, and verification requirements before approval may be granted.

HSDD's approval must be obtained before the individual establishes the assisted unit as their residence.

B. Additions That Do Not Increase HAP

When the addition of a proposed household member does not increase the HSDD's HAP cost, the HSDD may approve the request when:

1. The proposed household member meets all applicable program eligibility and screening requirements;
2. The addition will not result in the family exceeding applicable occupancy or subsidy standards, except as otherwise permitted by PHA policy;
3. The owner approves the addition when owner approval is required under the lease; and
4. There is no other program-related basis for denying the request.

Approval of a household member does not require HSDD to increase the family's voucher size or approve a move to a larger or more expensive unit.

C. Additions That Increase HAP

When adding a proposed household member would increase the HSDD's HAP cost, including an increase resulting from a larger subsidy standard, a move to a larger unit, a change in family income or deductions, or another subsidy-related consequence, **HSDD will not approve such a request, unless compelling circumstances exist.**

For purposes of this policy, family reunification may constitute a compelling circumstance when HSDD determines that adding the proposed household member is necessary to reunify the assisted family and that the circumstances

warrant the additional subsidy cost.
The existence of a familial relationship alone does not establish a compelling circumstance.
In determining whether a family reunification request constitutes a compelling circumstance, HSDD may consider:

- The nature and significance of the relationship between the proposed household member and the assisted family;
- Whether the proposed household member previously resided with or was otherwise part of the assisted family;
- The circumstances that resulted in the family members living separately;
- Whether the requested addition would restore an existing family relationship or household rather than create a new household arrangement primarily for purposes of receiving housing assistance;
- Whether reasonable alternatives exist that would address the family's circumstances without increasing the HSDD's subsidy cost;
- The amount and duration of any anticipated increase in HAP;
- The availability of HCV program funding and the potential effect of the increased subsidy on HSDD's ability to serve other eligible families; and
- Any other circumstances the HSDD determines are relevant to evaluating the request.

Examples of circumstances that may support a family reunification request include the return of a family member following an extended absence, reunification of a parent and child or other immediate family members who have been separated due to circumstances beyond the family's reasonable control, or other documented circumstances in which maintaining separate households would substantially interfere with family reunification.
These examples are illustrative and do not create an entitlement to approval.

D. Requests Primarily Based on Economic Convenience

HSDD will not approve an addition that increases HAP when the primary purpose of the request is to provide housing to another individual, reduce the proposed household member's living expenses, address the proposed household member's inability to independently obtain housing, or otherwise create a new household arrangement that is not supported by compelling family reunification circumstances.
Financial hardship experienced by the proposed household member, standing alone, does not constitute a compelling circumstance under this policy.

E. Documentation

HSDD may require documentation reasonably necessary to establish the circumstances supporting the request.
Documentation may include, as applicable:

- Evidence of the familial relationship;
- Documentation showing that the proposed household member previously resided with or was part of the family;
- Court, child welfare, social service, school, or other records relevant to family reunification;
- Documentation concerning the circumstances that resulted in the family's separation;
- A written statement from the family explaining the need for reunification; and
- Other reliable documentation determined necessary by HSDD.

F. PHA Determination

Approval of a household addition that increases HAP is discretionary and will be based on the totality of the circumstances.
HSDD will consider the family's circumstances, the purpose of the requested addition, the anticipated impact on the family's subsidy, and HSDD’s responsibility to administer limited HCV resources in a manner that supports the maximum number of eligible families.
No single factor will automatically require approval, and a familial relationship alone does not create a right to add an individual to the assisted household.

HSDD will provide the family with written notice of its decision.

G. Unauthorized Household Members

A family may not permit a person who requires HSDD approval under this policy to establish residence in the assisted unit before receiving written HSDD approval.

The presence of an unauthorized household member may constitute a violation of the family's obligations under the HCV Program and may result in appropriate action in accordance with HUD requirements and the HSDD’s policies.

H. No Automatic Increase in Subsidy

Approval of an individual as a household member does not, by itself, guarantee an increase in voucher size, payment standard, HAP, or approval to move to another unit.

Any resulting change in the family's subsidy will be determined separately in accordance with HUD requirements, the HSDD's subsidy standards, payment standards, rent reasonableness requirements, and other applicable provisions

Proposed Policy
Additional Bedroom Reasonable Accommodation
Annual Verification Policy

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1. Annual Confirmation of Continued Need

At each annual reexamination, the PHA will review any additional bedroom previously approved as a reasonable accommodation to determine whether the circumstances supporting the accommodation continue to exist.
The family may be required to certify or otherwise confirm that:

- The accommodation remains necessary;
- The additional bedroom continues to be used for the disability-related purpose for which it was approved;
- There has been no material change affecting the need for the accommodation; and
- For a live-in aide, the household member continues to require live-in aide services and the approved live-in aide continues to reside in the assisted unit and provide the necessary services.

2. When New Third-Party Verification May Be Required

The PHA may request updated third-party verification when information necessary to establish the continuing disability-related need for the additional bedroom is not known or readily apparent and one or more of the following circumstances applies:

- The original verification identified the need as temporary or time-limited;
- The period identified in the original verification has expired;
- The family reports a material change in circumstances that may affect the need for the accommodation;
- The family requests a different or expanded accommodation;
- Information available to the PHA reasonably indicates that the circumstances supporting the accommodation may have changed;
- The approved live-in aide arrangement has ended or materially changed; or
- Other reliable information creates a legitimate need for the PHA to determine whether the accommodation remains necessary.

The PHA will not require new third-party verification solely because another annual reexamination has occurred when the disability and continuing disability-related need are already known, obvious, readily apparent, or adequately documented as ongoing.

3. Permanent or Long-Term Conditions

When reliable documentation establishes that the disability-related need for an additional bedroom is permanent or of an indefinite or long-term duration, the PHA will not require repeated verification of the underlying disability or medical condition solely because an annual reexamination is being conducted.
The family will remain responsible for annually confirming that the accommodation continues to be needed and for reporting changes that may affect the accommodation.
The PHA retains the right to request limited additional information when there is a legitimate, individualized basis to determine whether the disability-related need for the accommodation continues to exist.

4. Changes in Circumstances

Families must promptly report changes that may affect an approved additional-bedroom accommodation, including:

- The departure or replacement of an approved live-in aide;
- Discontinuation of the need for a live-in aide;

- Discontinuation or removal of medical equipment for which the additional bedroom was approved;
- A change in the household member's circumstances that eliminates the need for separate sleeping arrangements; or
- Any other material change affecting the need for the additional bedroom.

5. Discontinuation of an Additional Bedroom

If the PHA determines that an additional bedroom is no longer necessary as a reasonable accommodation, the PHA may adjust the family's subsidy standard in accordance with HUD requirements and the PHA's Administrative Plan. Before discontinuing an additional bedroom that was approved as a reasonable accommodation, the PHA will provide the family with written notice of the determination and any applicable review, hearing, or reasonable accommodation rights.

Proposed Policy
Missed Child Support Payments Policy

The PHA will count 6 consecutive months of court-awarded amounts for alimony and child support unless the PHA verifies that:

(1) the payments are not being made; must reflect 4 consecutive months of non-payment

(2) the family has made reasonable efforts to collect amounts due, including filing with courts or agencies responsible for enforcing payments.

The PHA will not count court-awarded sporadic/arrears child support payments.

Families who do not have court-awarded alimony and child support awards are not required to seek a court award and are not required to take independent legal action to obtain collection.

JEFFERSON PARISH
HOUSING SERVICES DEVELOPMENT DISTRICT (HSDD)
ANNUAL PHA PLAN
FISCAL YEAR BEGINNING 01/01/2027

ATTACHMENT 4

RESIDENT ADVISORY BOARD COMMENTS

A Resident Advisory Board (RAB) meeting is scheduled for September 11, 2026. A summary report with RAB comments and HSDD responses will be prepared and incorporated into the Annual PHA Plan following the meeting.

Instructions for Preparation of Form HUD-50075-HCVAnnual PHA Plan for HCV-Only 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), **Number of Housing Choice Vouchers (HCVs), PHA Plan Submission Type**, and the **Public Availability of Information**, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. Note: The number of HCV's should include all special purpose vouchers (e.g. Mainstream Vouchers, etc.) (24 CFR 903.23(e)).

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

B. Plan Elements. All PHAs must complete this section (24 CFR 903.11(c)(3)).

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 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 generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.

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.** A statement of the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for HCV (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 HCV funding and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support 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 rental contributions of families receiving tenant-based assistance, discretionary minimum tenant rents, and payment standard policies (24 CFR 903.7(d)).

☐ **Operation and Management.** A statement that includes a description of PHA management organization, and a listing of the programs administered by the PHA (24 CFR 903.7(e)).

☐ **Informal Review and Hearing Procedures.** A description of the informal hearing and review procedures that the PHA makes available to its applicants (24 CFR 903.7(f)).

☐ **Homeownership Programs**. A statement describing any homeownership programs (including project number and unit count) administered by the agency under section 8y of the 1937 Act, or for which the PHA has applied or will apply for approval (24 CFR 903.7(k)).

☐ **Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.** A description of any PHA programs relating to services and amenities coordinated, promoted, or provided by the PHA for assisted families, including those resulting from the PHA's partnership with other entities, for the enhancement of the economic and social self-sufficiency of assisted families, including programs provided or offered as a result of the PHA's partnerships with other entities, and activities subject to Section 3 of the Housing and Community Development Act of 1968 (24 CFR Part 135) and under requirements for the Family Self-Sufficiency Program and others. Include the program's size (including required and actual size of the FSS program) and means of allocating assistance to households. (24 CFR 903.7(l)(i)) Describe how the PHA will comply with the requirements of section 12(c) and (d) of the 1937 Act that relate to treatment of income changes resulting from welfare program requirements (24 CFR 903.7(l)(iii)).

☐ **Substantial Deviation.** PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan (24 CFR 903.7(s)(2)(i)).

☐ **Significant Amendment/Modification**. PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan (24 CFR 903.7(s)(2)(ii)).

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

B.2 New Activities. If the PHA intends to undertake any new activities related to these elements in the applicable 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."

- ☐ **Project-Based Vouchers.** Describe any plans to use HCVs for new project-based vouchers, which must comply with PBV goals, civil rights requirements, Housing Quality Standards (HQS) and deconcentration standards, as stated in 24 CFR 983.55(b)(1) and set forth in the PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. If using project-based vouchers, provide the projected number of project-based units and general locations (including if PBV units are planned on any former or current public housing units or sites), and describe how project-basing would be consistent with the PHA Plan (24 CFR 903.7(b)(3), 24 CFR 903.7(r).)

  - **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 903.11(c)(3), 24 CFR 903.7(s)(1)).

  - **Capital Improvements.** This section refers to PHAs that receive funding from the Capital Fund Program (CFP) which is not applicable for HCV-Only PHAs.

  - **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)).

- ☐ **Other Document and/or Certification Requirements.**

  - **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).

  - **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.

  - **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 24 CFR 5.150 *et seq*., 24 CFR 903.7(o)(1), and 24 CFR 903.15.

  - **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 (24 CFR 903.23(b)).

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 Annual PHA Plan. The Annual PHA Plan provides 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 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 4.52 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. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Reports Management Officer, REE, Department of Housing and Urban Development, 451 7th Street, SW, Room 4176, Washington, DC 20410-5000. When providing comments, please refer to OMB Approval No. 2577-0226. 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 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.