

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

**PHA Name:** Topeka Housing Authority **PHA Code:** KS002  
**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**  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 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.

**How the public can access this PHA Plan:** The public may obtain a copy or review the 5 Year Plan at the following locations: THA Administrative Building location at 2010 SE California Ave. Topeka, KS 66607 or by visiting THA's website at www.tha.gov

PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below.)

Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	
				PH	HCV

**B. Plan Elements. Required for all 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.

Our Mission is to successfully provide accessible affordable housing. Success is defined as: 1. Putting applicants, tenants, and participants first; 2. Market competitiveness; and 3. Fiscal strength and integrity.

**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.

1. Public Housing Occupancy 96%+ - THA's goal is to have 715 of our 744 Public Housing homes occupied throughout the year to ensure we are serving as many low-income families as possible. 2. HCV Utilization 99%+ - THA's goal is to utilize 99% of the current year's HCV funding to ensure we are providing rent assistance to as many low-income households as possible. 3. Zero Audit Findings - THA's goal is to have a clean annual financial audit with zero findings. This will ensure we are operationally and financially sound to ensure we are able to provide housing assistance to as many low-income families as possible. 4. Fiscal Strength - THA's goal is to always maintain 1.5 months of operating reserves on hand. This will ensure we are able to continue housing operations during unexpected times. 5. Increase the number of affordable homes in Topeka - THA constantly looks for ways to increase the number of families served. One way to do so is to acquire or build new affordable housing homes in Topeka. THA also looks for new opportunities to increase the number of ACC units, although unlikely due to being at the top of our fair cloth limit.

**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.

THA continues to work to improve the quality of our public housing portfolio to make it more desirable, comfortable, high curb appeal and affordable. We have worked with Federal Home Loan Bank - Topeka on their Affordable Housing Program (AHP) and in 2019 we were awarded \$1,000,000 to replace all roofs, gutters, down spouts, 27 homes windows and add forced air ventilation to all 202 living units at Pine Ridge, our oldest and largest public housing community. In 2022 we were awarded a \$750, 000 AHP grant for our 2nd largest family site, Deer Creek. We paired that up with funds from our Capital Fund and are replacing all 92 homes roofs, gutters, down spouts, windows, and siding. This will greatly increase the curb appeal of this community. All work was completed in early 2024.. We have plans to apply for AHP grants in the future to continue to preserve our aging public housing stock and stretch our capital fund further. THA, Inc. continues to increase the amount and quality of affordable housing available in our community.

	<p>Over the last 4 years we have added 100 new homes to THA, Inc.'s portfolio. We have plans and a strategy of how to apply for funding to develop additional, quality, affordable housing for our community.</p>				
B.4	<p><b>Violence Against Women Act (VAWA) Goals.</b> 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>THA has policies and procedures in place that outline our process when dealing with a VAWA claim. Staff is trained on what to do and how to handle a VAWA claim, and they are made a priority.</p>				
C.	<p><b>Other Document and/or Certification Requirements.</b></p>				
C.1	<p><b>Significant Amendment or Modification.</b> Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p>If there is a significant change to the funding received from HUD or if there is the need to update our plan due to unforeseen circumstances, then a significant amendment request is submitted to the Field Office for consideration. THA considers a change in funding or budget of \$50,000 (fifty thousand dollars) to be a significant change that would require a significant amendment due to unforeseen circumstances.</p>				
C.2	<p><b>Resident Advisory Board (RAB) Comments.</b></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</p>				
C.3	<p><b>Certification by State or Local Officials.</b></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><b>Required Submission for HUD FO Review.</b></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.	<p><b>Affirmatively Furthering Fair Housing (AFFH).</b></p>				
D.1	<p><b>Affirmatively Furthering Fair Housing.</b> (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> <table border="1" data-bbox="170 1491 1559 2016"> <tr> <td data-bbox="170 1491 1559 1575"> <p><b>Fair Housing Goal: Attend Fair Housing Training - All THA Staff attends Fair Housing training annually.</b></p> </td> </tr> <tr> <td data-bbox="170 1575 1559 1764"> <p><u>Describe fair housing strategies and actions to achieve the goal</u></p> <p>THA makes sure there are training opportunities for our Staff and Board annually preferably in person but virtual is allowed.</p> </td> </tr> <tr> <td data-bbox="170 1764 1559 1848"> <p><b>Fair Housing Goal: Fair Housing Postings</b></p> </td> </tr> <tr> <td data-bbox="170 1848 1559 2016"> <p><u>Describe fair housing strategies and actions to achieve the goal</u></p> <p>Fair Housing information is posted in our lobby and is included in all leases, advertisement and solicitations.</p> </td> </tr> </table>	<p><b>Fair Housing Goal: Attend Fair Housing Training - All THA Staff attends Fair Housing training annually.</b></p>	<p><u>Describe fair housing strategies and actions to achieve the goal</u></p> <p>THA makes sure there are training opportunities for our Staff and Board annually preferably in person but virtual is allowed.</p>	<p><b>Fair Housing Goal: Fair Housing Postings</b></p>	<p><u>Describe fair housing strategies and actions to achieve the goal</u></p> <p>Fair Housing information is posted in our lobby and is included in all leases, advertisement and solicitations.</p>
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**Fair Housing Goal: Reasonable Accommodations**

*Describe fair housing strategies and actions to achieve the goal*

**Review and approve reasonable accommodation/modification requests. Staff is trained in how to identify, document, review and approve or deny reasonable accommodation or modification requests.**

**Form identification:** KS002-Topeka Housing Authority form HUD-50075-5Y (Form ID - 1907) printed by Lu Wayne in HUD Secure Systems/Public Housing Portal at 03/26/2025 04:51PM EST



TOPEKA HOUSING AUTHORITY

**VIOLENCE AGAINST WOMEN  
ACT (VAWA)  
POLICY & PROCEDURES**

**A. Applicability**

The federal Violence Against Women Act (VAWA) offers some protections against eviction for residents of Public Housing and Section 8 Housing who are victims of domestic violence, dating violence, or stalking. Additionally, admission to these program shall not be denied on the basis that the applicant is or has been a victim of domestic violence, dating violence, or stalking, if the applicant otherwise qualifies for assistance or admission.

The provisions of 24 CFR Part 5, Subpart L are incorporated by reference in this VAWA policy, and these provisions shall apply if there is any conflict between federal provisions and the policies and procedures stated here.

**B. Protections**

1. Incidents of domestic violence, dating violence or stalking will not be considered to be serious or repeated violations of the lease or other "good cause" for termination of assistance, tenancy or occupancy rights of the victim of abuse.
2. Criminal activity directly relating to abuse, engaged in by a member of a tenant's household or any guest or other person under the tenant's control, will not be cause for termination of assistance, tenancy, or occupancy rights if the tenant or an immediate member of the tenant's family is the victim or threatened victim of that abuse.
3. To protect the rights and promote the safety of victims of violence, a lease may be bifurcated (divided) so certain tenants can be evicted or removed while the remaining family members' lease and occupancy rights are preserved.
4. VAWA protections do not limit the authority of THA or a Section 8 landlord to evict or terminate assistance of the tenant or a family member for violations of the lease or family obligations that otherwise would constitute good cause to evict or grounds for termination.

**C. THA Responsibilities**

The following THA responsibilities are spelled out in 24 CFR Part 5, Subpart L:

1. Inform THA Public Housing tenants and Section 8 participants of their rights under VAWA, including their right to confidentiality and any exceptions to these rights and confidentiality protections.
2. Provide notice to Section 8 landlords of their rights and obligations under VAWA and related HUD regulations. In turn, Section 8 landlords are responsible for handling all requests for VAWA protections submitted on behalf of their tenants.
3. Include a description of VAWA protections in the Public Housing Dwelling Lease Agreement.
4. Implement policies and procedures to respond to VAWA protections requested by THA Public Housing tenants and occupants.

**D. Procedures for Handling Requests for VAWA Protections Submitted on Behalf of Public Housing Tenants & Occupants**

1. THA, at its discretion, may provide VAWA protections to a victim based solely on the victim's verbal statement or other corroborating evidence, and not require the written certification described below.
2. If THA determines that written certification of domestic violence must be provided:

- a. THA's request for certification will be made in writing – asking the victim, or a family member on the victim's behalf – to certify that the individual is a victim of domestic violence, dating violence, or stalking.
  - b. The written request will include the following information:
    - i. Use of HUD-50066 is not required; other types of certification are acceptable, and these other types are listed on the HUD-50066 form.
    - ii. The requested written certification must be returned to the specific THA employee named in the request letter, within 14 business days of receiving the request.
    - iii. If the requested written certification is not returned within 14 business days THA may evict the tenant or a family member for violations of the lease or family obligations that otherwise would constitute good cause for eviction.
  - c. A copy of HUD-50066 will be enclosed with the written request from THA.
3. THA may, at its discretion, extend the deadline for submitting written certifications.

#### **E. Processing Written VAWA Certifications**

1. If written certification is requested, the victim may submit either HUD-50066 or Other Types of Certification listed below.
  - a. Form HUD-50066
    - i. It must include the name of the perpetrator.
    - ii. It may be based solely on the signed statement of the victim.
    - iii. THA will not request additional certification if a fully completed HUD-50066 is submitted.
  - b. Other Types of Certification (these are listed on HUD-50066)
    - i. Identification of the perpetrator is not required.
    - ii. May consist of a federal, state, tribal, territorial, or local police report or court record, or;
    - iii. Documentation signed by an employee, agent, or volunteer of a victim service provider, an attorney, or medical professional, from whom the victim has sought assistance in addressing domestic violence, dating violence, or stalking, or the effects of abuse. If this type of documentation is submitted:
      - The person signing the form must attest under penalty of perjury under 28 U.S.C. 1746 to the person's belief that the incident or incidents in question are bona fide incidents of abuse, and;
      - The victim of domestic violence, dating violence, or stalking must sign or attest to the documentation.
2. Confidentiality. Any document provided for this purpose will be kept confidential, which means:
  - a. THA will not enter the information contained in the documentation into any shared database;
  - b. THA will not allow employees or contractors to have access to such information unless explicitly authorized by THA for reasons that specifically call for these persons to have access to this information;
  - c. THA will not disclose this information to any other organization or person unless:
    - i. Requested or consented to in writing by the individual making the documentation,
    - ii. Required for use in an eviction proceeding, or
    - iii. Otherwise required by law.

#### **F. Response to Conflicting Certification**

1. In cases where THA receives conflicting certification documents from two or more members of a household, each claiming to be a victim and naming one or more of the other petitioning household members as the perpetrator:
  - a. THA may determine which is the true victim by requiring third-party documentation as described above in E. Processing Written VAWA Certifications, and;
  - b. In accordance with any HUD guidance on how such determinations will be made.
2. THA will honor any court orders addressing rights of access or control of the property, including civil protection orders issued to protect the victim and issued to address the distribution or possession of property.

## G. Eviction When an Actual or Imminent Threat Exists

THA may evict or terminate assistance to any tenant or lawful occupant if THA can demonstrate an actual and imminent threat to other tenants or those employed at or providing service to the Public Housing or Section 8 assisted property if that tenant or lawful occupant is not terminated from assistance.

In this context, words, gestures, actions, or other indicators will be considered an “actual imminent threat” if they meet the definition of Actual and Imminent, below.

Eviction or termination of assistance will occur only when there are no other actions that could be taken to reduce or eliminate the threat, including, but not limited to:

1. Transferring the victim to a different unit;
2. Barring the perpetrator from the property;
3. Contacting law enforcement to increase police presence or develop other plans to keep the property safe, or;
4. Seeking other legal remedies to prevent the perpetrator from acting on a threat.

Restrictions related to public safety cannot be based on stereotypes, but must be tailored to specific concerns about individual residents.

## H. Definitions

**Actual and imminent threat** is a physical danger that is real, would occur soon, and could result in death or serious bodily harm. In determining whether an individual would pose an actual an imminent threat, the factors to be considered include: The duration of the risk, the nature and severity of the potential harm, the likelihood that the potential harm will occur, and the length of time before the potential harm would occur.

**Bifurcate** means to divide a lease so certain tenants can be evicted or removed while the remaining family members’ lease and occupancy rights are allowed to remain intact.

**Dating violence** means violence committed by a person:

1. Who is or has been in a romantic or intimate relationship with the victim; and
2. The existence of such a relationship is determined by the following:
  - a. The length of the relationship;
  - b. The type of relationship; and
  - c. The frequency of interaction between the persons involved in the relationship.

**Domestic violence** includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under Kansas domestic or family violence laws, or by any other person against an adult or youth victim who is protected from that person’s acts under Kansas domestic or family violence laws.

**Immediate family member** means, with respect to a person:

1. A spouse, parent, brother, or sister, or child of that person, or an individual to whom that person stands in loco parentis; or
2. Any other person living in the household of that person and related to that person by blood or marriage.

**Stalking** means:

1. a. To follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate another person; or,  
b. To place under surveillance with the intent to kill, injure, harass, or intimidate another person; and,
2. In the course of, or as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to:
  - a. That person,
  - b. A member of the immediate family of that person, or

c. The spouse or intimate partner of that person.

VAWA means the Violence Against Women and Department of Justice Reauthorization Act of 2005 (Pub. L. 109-162, approved August 28, 2006), as amended by the U.S. Housing Act of 1937 (42 U.S.C. 1437d and 42 U.S.1437f).



**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

**Certification by State or Local Official of PHA Plans  
Consistency with the Consolidated Plan or State Consolidated Plan**

I, Carrie Higgins, the Housing Services Director  
*Official's Name* *Official's Title*

certify that the 5-Year PHA Plan for fiscal years 2025-2029 and/or Annual PHA Plan  
for fiscal year 2025 of the Topeka Housing Authority is consistent with the  
*PHA Name*

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

City of Topeka, Shawnee County  
*Local Jurisdiction Name*

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 PHA plan provides new rental housing for LMI applicants that is consistent with the City's Analysis  
of Impediments, specifically the need for more affordable housing units.

In addition, the PHA's plan will leverage and work in conjunction with the City's Shelter Plus Care program  
that is part of the ConPlan.

Applicants that no longer need intensive case management can transition to a voucher with the PHA program.

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: <u>Carrie Higgins</u>	Title: <u>Housing Services Director</u>
Signature: <u>Carrie Higgins</u>	Date: <u>10-8-2024</u>

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.

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