

<b>5-Year PHA Plan (for All PHAs)</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires: 03/31/2024</b>
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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.

<b>a A.</b>	<b>PHA Information.</b>
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<b>A.1</b>	<p style="text-align: right;"><b>PHA Name:</b> <u>Cheyenne Housing Authority</u>      <b>PHA Code:</b> <u>WY002</u></p> <p><b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): <u>04/01/2025</u></p> <p><b>The Five-Year Period of the Plan (i.e. 2019-2023):</b> <u>2025-2029</u></p> <p><b>PHA Plan Submission Type:</b> <input checked="" type="checkbox"/> 5-Year Plan Submission      <input type="checkbox"/> Revised 5-Year Plan Submission</p> <p><b>Availability of Information.</b> 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.</p>
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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
Lead PHA:					

<b>B.</b>	<b>Plan Elements.</b> Required for <u>all</u> PHAs completing this form.
<b>B.1</b>	<p><b>Mission.</b> 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 Cheyenne Housing Authority (CHA) will provide decent, safe, and sanitary housing to elderly, disabled, and economically disadvantaged families unable to obtain housing through conventional means.</p> <p>The CHA will achieve these purposes through an organization that attracts the finest personnel; encourages and challenges the growth of each person’s individual talents; encourages the collaboration of those talents to achieve the CHA’s goals in a creative and fiscally responsible manner; and maintains the Cheyenne Housing Authority’s well-established principles of integrity and professionalism.</p> <p>CHA’s ultimate goal is to assist and empower elderly, disabled, and economically disadvantaged families through the professional and courteous provision of housing services.</p>

<p><b>B.2</b></p>	<p><b>Goals and Objectives.</b> 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><b>Goal #1:</b> Maximize utilization of all resources available to the CHA including:</p> <ul style="list-style-type: none"> <li>Objective 1: Maintain Public Housing occupancy @ 98% or greater</li> <li>Objective 2: Maintain Housing Choice Vouchers utilization @ 98% or greater</li> <li>Objective 3: Achieve and Maintain VASH voucher utilization @ 80% or greater</li> <li>Objective 4: Maintain Non-Public Housing Property occupancy @ 98% or greater</li> </ul> <p><b>Goal #2:</b> Comply with Regulatory Guidance</p> <ul style="list-style-type: none"> <li>Objective 1: Update the Housing Choice Voucher Administrative Plan as needed to remain current with regulatory requirements</li> <li>Objective 2: Update the Admissions &amp; Continuing Occupancy Policy as needed to remain current with regulatory requirements</li> <li>Objective 3: Update Multifamily House Rules as needed to remain current with regulatory requirements</li> <li>Objective 4: Update the Procurement Policy as needed to remain current with regulatory requirements</li> <li>Objective 5: Achieve and maintain a zero-finding annual third-party audit</li> <li>Objective 6: Maintain Section Eight Management Assessment Program High Performer status</li> <li>Objective 7: Achieve and Maintain a High Performer Public Housing Assessment System Score</li> <li>Objective 8: Continue to earn Project Based Contract Administration program Incentive Earnings</li> </ul> <p><b>Goal #3:</b> Maintain/Improve the quality of CHA’s Housing Inventory</p> <ul style="list-style-type: none"> <li>Objective 1: Develop and maintain five-year capital improvement/preventive maintenance plans for each property</li> <li>Objective 2: Continue to utilize Public Housing Capital Funds to effectively maintain units and reduce long-term operating costs</li> <li>Objective 3: Achieve and maintain a unit turnaround time of 20 days or less for Public Housing properties</li> <li>Objective 4: Achieve and maintain a unit turnaround time of 20 days or less for Non-Public Housing Properties</li> <li>Objective 5: Define and retain adequate financial reserves for each property</li> </ul> <p><b>Goal #4:</b> Enhance tenant/participant success in rental housing</p> <ul style="list-style-type: none"> <li>Objective 1: Continually review and improve tenant education methods (during and after lease-up) to increase tenant’s understanding and implementation of the responsibilities of successful tenancy, including lease compliance and support of neighbor’s lease compliance</li> <li>Objective 2: Partner with others to deliver financial management training (household budget creation and tracking)</li> <li>Objective 3: Enhance property safety and crime prevention methods, and engage tenants in implementation and utilization of those methods</li> </ul> <p><b>Goal #5:</b> Fully utilize existing software, telephone, website, and other technological resources to enhance customer service, effectively support/reduce staff workload, reduce operating costs, and improve regulatory compliance</p> <ul style="list-style-type: none"> <li>Objective 1: Continue to advocate for increased utilization of electronic Housing Assistance Payments</li> <li>Objective 2: Continue to advocate and explore methods to increase the number of electronic vendor payments</li> <li>Objective 3: Expand utilization of currently available electronic payroll options</li> <li>Objective 4: Expand utilization of currently available options within CHA’s telephone system</li> <li>Objective 5: Update and enhance website functionality</li> <li>Objective 6: Continue to advocate for increased utilization of electronic methods to complete Annual and Interim Reexaminations</li> </ul> <p><b>Goal #6:</b> Expand the supply of assisted/affordable rental housing</p> <ul style="list-style-type: none"> <li>Objective 1: Apply for additional rental vouchers when available and feasible</li> <li>Objective 2: Acquire additional rental housing units when feasible</li> <li>Objective 3: Support developer funding applications for the creation of new affordable rental housing units</li> </ul> <p><b>Goal #7:</b> Enhance the ability of CHA’s Welcome Home Wyoming program to reduce the rental housing demand and support home ownership</p> <ul style="list-style-type: none"> <li>Objective 1: Continually adjust program components/guidelines to stay competitive with ever-changing market conditions</li> <li>Objective 2: Educate staff about the homeownership options available within the Welcome Home Wyoming program</li> </ul>
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	<p>Goal #8: Enhance staff recruitment and retention efforts</p> <p>Objective 1: Provide competitive staff compensation</p> <p>Objective 2: Provide effective staff training to convey the scope of CHA’s work, ensure regulatory compliance, and ensure effective oral and written communication</p> <p>Objective 3: Conduct and provide regular performance reviews to support successful long-term staff performance</p> <p>Objective 4: Update Personnel Policies as needed</p> <p>Goal #9: Public Communication</p> <p>Design and implement a public communications plan to expand the community’s awareness of CHA’s mission and work, including but not limited to the following:</p> <p>Objective 1: Landlords</p> <p>Objective 2: Local government</p> <p>Objective 3: Partner service-delivery agencies</p> <p>Objective 4: CHA Housing Choice Voucher program Intake Agents</p> <p>Objective 5: Homeless Continuum of Care</p> <p>Goal #10: Continue to improve communication/coordination between organizational departments; Accounting, Housing, Maintenance, Project Based Contract Administration, and Administration</p>
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**B.3****Progress Report.**

Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 2020 5-Year and 2024 Annual Plan.

1. Expand the supply of assisted housing
  - Objective 1: Apply for additional rental vouchers when available and feasible  
Progress: CHA has carefully considered the feasibility of every potential opportunity to expand the number of rental housing vouchers, and has determined that it is not feasible to apply for the type of additional vouchers available.
  - Objective 2: Fully utilize all resources available to the CHA including public housing at 98% or higher and housing choice voucher program at 98% or higher.  
Progress: As of September 30, 2024, CHA's voucher utilization is 99.3%. Public Housing occupancy is 97.9%.
2. Improve the quality of assisted housing
  - Objective 1: Achieve and maintain High Performer status  
Progress: CHA received an 80 PHAS score for fiscal year end March 31, 2023, and is designated Substandard due to 93% Public Housing Occupancy at the end of the COVID pandemic.
  - Objective 2: Continue to enhance Resident Initiative efforts  
Progress: Each multifamily Public Housing property has an active Resident Council; meetings are supported with staff participation and implementation of feasible Council recommendations.
  - Objective 3: Continue to utilize Capital Funds to the maximum benefit  
Progress: The 5 Year Action Plan is updated annually to match Capital Fund plans and expenditures with property needs and needs identified by Residents, and promptly addresses emergent capital need resulting in well-maintained housing units. Long-term cost savings continue to be achieved with the replacement of carpet with luxury vinyl plank flooring in units and common areas. Capital funds are used to modernize units, including replacement of aluminum wire with copper wire in single family homes.
  - Objective 4: Utilize Capital Funds to address security concerns of Residents, as warranted.  
Progress: Security concerns of Residents are requested during creation of the Annual Agency Plan and throughout the year, and if feasible are promptly addressed. No 2024 security concerns have been reported.
3. Advance affordable housing policy
  - Objective 1: Update the Housing Choice Voucher program's Administrative Plan  
Progress: The Administrative Plan was most recently updated in November 2024 to incorporate Housing Opportunities Through Modernizing Act (HOTMA) requirements. CHA will continue to update the Administrative Plan as needed to remain current with regulatory requirements.
  - Objective 2: Update the Public Housing Admissions and Continuing Occupancy Policy  
Progress: The ACOP was updated to incorporate HOTMA requirements effective August 1, 2024. CHA will continue to update the ACOP as needed to remain current with regulatory requirements.
4. Alleviate compliance and security risks
  - Objective 1: Update Procurement Policies  
Progress: Updated procurement policies were adopted in February 2020.
  - Objective 2: Solicit Request for Proposals for Legal Services  
Progress: Proposals were solicited and a 5-year legal services contract awarded in March 2020. A new competitive solicitation will be released in early 2025.
  - Objective 3: Update Personnel Policies  
Progress: A revision is in process with completion anticipated mid-year in 2025.
  - Objective 4: Formalize the Agency Disaster Recovery Plan  
Progress: CHA migrated all housing and accounting data to new cloud-based operating software and is continuing to implement all features of that software to protect CHA data and ensure recovery of data if/when needed.
5. Diversify housing choice
  - Objective 1: Research, evaluate and implement a Pine Bluffs Senior Housing repositioning plan  
Progress: The repositioning plan to pay off the Rural Development loan on the Pine Bluffs property was completed in May 2022.
  - Objective 2: Research and evaluate a Public Housing repositioning plan  
Progress: Replacement of scattered-site single family homes is identified as a priority, evaluation of a repositioning plan is  
  
planned for late 2025 after successful implementation of all components of CHA's agency-wide operating software and after replacement of aluminum with copper wire in all single-family homes.

<p><b>B.4</b></p>	<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>The CHA adopted its VAWA policy on December 21, 2017. That policy provides a description of specific rights, protections, and remedies afforded to victims of domestic violence, sexual assault, dating violence, or stalking as related to public housing. As described in the CHA’s VAWA policy, despite the name of this law, VAWA protection is available to all victims of domestic violence, dating violence, sexual assault, and stalking regardless of sex, gender identity, or sexual orientation. It is CHA’s intent to continue to fully implement its VAWA policy to serve the needs of child and adult victims of domestic violence.</p>
<p><b>C. Other Document and/or Certification Requirements.</b></p>	
<p><b>C.1</b></p>	<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>“The Cheyenne Housing Authority will apply the following definition of significant amendment to the CFP 5-Year Action Plan that will require formal action by the Board of Commissioners:</p> <p>Significant amendment or modification is defined as any proposed demolition, disposition, home ownership, Capital Fund Financing, development, or mixed finance proposal.”</p>
<p><b>C.2</b></p>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) have comments to the 5-Year PHA Plan?</p> <p>Y   N  <input type="checkbox"/> <input type="checkbox"/> <b>Comments will be added after the January 9 Public Hearing</b></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>
<p><b>C.3</b></p>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD-50077-SL</a>, <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.</p>
<p><b>C.4</b></p>	<p><b>Required Submission for HUD FO Review.</b></p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y   N  <input type="checkbox"/> <input type="checkbox"/> <b>Comments will be added after the January 9 Public Hearing</b></p> <p>(b) If yes, include Challenged Elements.</p>
<p><b>D. Affirmatively Furthering Fair Housing (AFFH).</b></p>	

**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: CHA is not required to complete this table**

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

**Fair Housing 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.

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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.