



**BOROUGH OF KEANSBURG**  
**OFFICE OF THE MUNICIPAL CLERK**

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November 17, 2020

Ms. Kristi Penta Duffy, Director of Staff Operations  
Perth Amboy Housing Authority  
881 Amboy Avenue  
P.O. Box 390  
Perth Amboy, New Jersey 08862

RE: Certification of PHA Plans Consistency

Dear Ms. Penta Duffy:

Enclosed herewith is the PHA Plans Consistency Certification that has been executed by Mayor George Hoff.

Should you anything additional please contact me at (732) 787-0215, extension 111.

Very truly yours,

Thomas P. Cusick  
Municipal Clerk

Enclosure

**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 2/29/2016

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

I, GEORGE F. HOFF, the MAYOR  
*Official's Name* *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the

Keansburg Housing Authority  
*PHA Name*

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of

Impediments (AI) to Fair Housing Choice of the

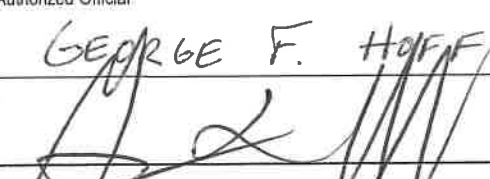
Keansburg, NJ  
*Local Jurisdiction Name*

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State Consolidated Plan and the AI.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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	Title
<u>GEORGE F. HOFF</u>	<u>MAYOR</u>
Signature	Date
	<u>NOVEMBER 16, 2020</u>

**Civil Rights Certification**  
**(Qualified PHAs)**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB Approval No. 2577-0226  
Expires 02/29/2016

**Civil Rights Certification**

**Annual Certification and Board Resolution**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official, I approve the submission of the 5-Year PHA Plan for the PHA of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the public housing program of the agency and implementation thereof:*

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those program, addressing those impediments in a reasonable fashion in view of the resources available and working with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.

Keansburg Housing Authority  
\_\_\_\_\_  
PHA Name

NJ060  
\_\_\_\_\_  
PHA Number/HA Code

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

Douglas G. Dzema

Signature



Title

Executive Director

Date

**5-Year PHA Plan  
(for All PHAs)**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB No. 2577-0226  
Expires: 02/29/2016

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

<b>A.</b>	<b>PHA Information.</b>				
A.1	PHA Name: <u>Keansburg Housing Authority</u>		PHA Code: <u>NJ060</u>		
	PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>10/2020</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission				
	<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>				
	<input type="checkbox"/> 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>5-Year Plan.</b> Required for all 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 mission of the KHA is to promote adequate and affordable housing, economic opportunity, and a suitable living environment free from discrimination.</p>
<b>B.2</b>	<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>See attached</p>
<b>B.3</b>	<p><b>Progress Report.</b> Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <p>See attached</p>
<b>B.4</b>	<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 Authority will implement the requirements of the VAWA act of 2013 consistent with HUD regulation 24 CFR 5.2005, and PIH Notices 2007-02 and 2017-8. This includes providing all HCV participants with HUD 5380 Notice of Occupancy Rights and HUD 5382 VAWA certification, requiring Landlords to use the VAWA lease addendum HUD 91067.</p>
<b>B.5</b>	<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>A significant amendment or modification is one that is a discretionary administrative plan change that is expected to impact more than 20 percent of current applicants or program participants.</p>
<b>B.6</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the 5-Year PHA Plan?</p> <p>Y N  <input checked="" type="checkbox"/> <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> <p>The resident advisory meeting was scheduled for 10/5/2020. No recommendations were received. A public hearing was advertised in the Asbury Park Press Legal Notices, and posted on the Authority's website to take place via zoom on 10/15/2020 at 4:00 pm. There were 2 current HCV participants in attendance at the public hearing. There were no recommendations made regarding the five year plan.</p>
<b>B.7</b>	<p><b>Certification by State or Local Officials.</b></p> <p><u>Form HUD 50077-SL</u> 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>

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

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## A. PHA Information 24 CFR §903.23(4)(e)

A.1 Include the full PHA Name, PHA Code, , PHA Fiscal Year Beginning (MM/YYYY), 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. 5-Year Plan.

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)) For Qualified PHAs only, if at any time a PHA proposes to take units offline for modernization, then that action requires a significant amendment to the PHA's 5-Year Plan.

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))

B.5 **Significant Amendment or Modification.** Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.

### B.6 Resident Advisory Board (RAB) comments.

(a) Did the public or RAB provide 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(a), 24 CFR §903.19)

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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 .76 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**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.

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**HOUSING AUTHORITY OF THE BOROUGH OF KEANSBURG  
FIVE-YEAR PLAN SUBMISSION –SECTION B.2  
FISCAL YEAR BEGINNING OCTOBER 1, 2020**

**B.2 Goals and Objectives**

**PHA Goal: Housing Choice Voucher and Project Based Voucher Policy Development and Implementation**

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

**PHA Goal-Housing Choice Voucher Participant Program Compliance**

This effort is on-going. It will be supported by the update in program policies and procedures as stated above.

**PHA Goal: Staff Development**

The Authority will assess staff training needs and provide training and continuing education on an annual basis.

The Personnel Policy will be reviewed and revised on a biennial basis as required and in accordance with the NJ JIF Insurance requirements.

**PHA Goal: Technology**

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

**PHA Goal: Waiting Lists**

The Authority will reopen waiting lists for the PBV and HCV programs over the next five years. The PBV programs will have site based waiting lists, and the HCV waiting list will be program wide.

**HOUSING AUTHORITY OF THE BOROUGH OF KEANSBURG  
FIVE-YEAR PLAN SUBMISSION –SECTION B.3  
FISCAL YEAR BEGINNING OCTOBER 1, 2020**

**PHA’S Progress of Goals and Objectives Five-Year Plan Beginning October 1, 2015:**

**PHA Goal:** To convert 80 public housing units to the Rental Assistance Demonstration Program.

**Progress: Complete.** The Authority converted all 80 public housing units to RAD effective June 1, 2019.

**PHA Goal:** Revise/Improve screening of Public Housing and Section 8 applicants.

**Progress: Complete.** The Authority formed a committee of board members and staff to review and revise its screening and informal review policies and procedures.

**PHA Goal:** Provide or attract supportive services to increase independence for the elderly and families with disabilities.

**Progress: Complete.** The Authority no longer owns or manages the 80 units converted to RAD. The current owner has a part time social worker on site in accordance with LIHTC requirements.

**PHA Goal:** Renovate and modernize public housing units.

**Progress: Complete.** The units are being renovated by the new owner as part of the LIHTC program.

**PHA Goal:** Improve administrative and maintenance functions of the Authority.

**Progress: Complete.** The Authority no longer manages the property so there is no maintenance staff under its supervision. The Authority did restructure the administrative staff due to the RAD conversion. The 1.5 employees now have a lighter workload and can focus on the section 8 HCV and PBV program providing better service to the participants.



**PHA Goal:** Staff Development/Personnel Policies

**Progress:** **On-going.** The Authority sent its two administrative employees to be trained and certified as HCV Program Specialists. Training is also provided on a regular basis by the Perth Amboy Housing Authority as part of the inter local management agreement between the agencies. The Personnel Policy is reviewed and revised on a biennial basis in accordance with the NJ JIF insurance carrier requirements.

**PHA Goal:** Technology

**Progress:** **On-going.** The Authority upgraded its tenant database and accounting database software programs. All staff was trained and receives on-going support from the software vendor and Perth Amboy Housing Authority staff. The Authority is currently upgrading its computer hardware, and making improvements to security.

**PHA Goal:** Public Housing Policy Development and Implementation

**Progress:** **Complete.** The Authority no longer administers the public housing program.

**PHA Goal:** Housing Choice Voucher Plan Development and Implementation

**Progress:** **On-going.** The Authority is currently reviewing and revising its Housing Choice Voucher Plan.