



ANNUAL PLAN



**FY 2023
(REVISED)**

Annual PHA Plan <i>(Standard PHAs and Troubled PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 03/31/2024
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, including changes to these policies, 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-ST is to be completed annually by **STANDARD PHAs or TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, 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, 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 or 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 housing choice vouchers combined and is not PHAS or SEMAP troubled.

A.	PHA Information.																										
A.1	<p> PHA Name: <u>Providence Housing Authority</u> PHA Code: <u>RI 001</u> PHA Type: <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>7/1/23</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>2,606</u> Number of Housing Choice Vouchers (HCVs): <u>2,482</u> Total Combined Units/Vouchers <u>5,088</u> PHA Plan Submission Type: <input type="checkbox"/> Annual Submission <input checked="" type="checkbox"/> Revised Annual Submission </p> <p> Availability of Information. Due to the continuing Covid-19 pandemic, the PHA's Plan, Plan Elements, and all information relevant to the public hearing are available for inspection on the PHA's website at www.provhousing.org. Signage announcing the comment period and public hearing notified the public that copies of documents can be obtain by calling a designated PHA contact. Notice about the availability of viewing the plan and related documents is posted at the PHA's Administrative Office located at 100 Broad Street, 2nd Floor and at Management Offices located at: 285-F Chad Brown Street; 144 Dodge Street; 31 Salmon Street; 100 Atwells Avenue; 243 Smith Street; 160 Benedict Street; 25 Tobey Street, 300 Hartford Avenue, and 100 Broad Street. PHA posts approved PHA Plans on its website and provides each resident council with a copy of its Plans. PHA will make paper copies of materials available upon request. </p> <p> <input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) </p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 20%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 20%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 30%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 15%;">PH</th> <th style="width: 15%;">HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA: N/A</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA: N/A																	
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B.	Plan Elements
B.1	<p>Revision of Existing PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Operation and Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Grievance Procedures.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Community Service and Self-Sufficiency Programs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Safety and Crime Prevention.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Asset Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):</p> <p>After the submission of and approval by HUD of the Providence Housing Authority’s (PHA) 2023 Annual Plan, the PHA adopted a revision to Chapter 13 of its ACOP by adopting HOTMA requirements and reaffirmed its prior decision terminate over-income families after the expiration of the 24-month grace period. The PHA held a 45-day public comment period, conferred with Resident Advisory Board, and conducted a public hearing about this revision to the ACOP and Annual Plan. The remainder of the Annual Plan as previously submitted remains unchanged.</p> <p><u>Statement of Housing Needs</u></p> <p>In an effort to decrease poverty concentration and provide families with access to neighborhoods of opportunity, PHA issued, with HUD authorization, an RFP for project-basing up to 50 vouchers for new construction or substantial rehabilitation projects; the RFP designated up to 25 of the vouchers as VASH vouchers. On December 8, 2022 the PHA awarded 8 PBVs to Marathon Development for Copley Chambers II and II (mixed income/mixed use) development, 8 PBVs to Pennrose, LLC for the Parcel 9 Phase 2 (a mixed income/mixed use development), and 34 PBVs to Crossroads Rhode Island for the Summer Street Housing development (10 of the PBVs are designated as VASH vouchers).</p> <p>During this reporting period, PHA requested and received HUD authorization to project-base a portion of its Mainstream Voucher Program allocation as a strategy to provide program participants with increased access to units and increase the utilization of Mainstream vouchers.</p> <p>Recognizing the barriers EHV and other families encountered when leasing units, PHA hired a Housing Search Assistant, as well as a Victims of Crime Coordinator to support housing navigation, problem resolution, successful tenancies and outreach for EHV participants</p> <p><u>Policies that Govern Eligibility, Selection and Admissions</u></p> <p>PHA decided to abolish a pre-application process in the public housing program and is in process of combining pre-application and application lists to form one public housing waiting list. This change was undertaken to streamline and simplify the application process. PHA anticipates that the merger of these lists into one waiting list will be completed by 6/30/23.</p> <p>The Public Housing Admissions and Continued Occupancy Policy was revised to include the following changes:</p> <ul style="list-style-type: none"> • In Chapter 3, PHA adopted HUD’s mandatory language that defines medical marijuana as an “illegal drug” even if an applicant possesses a medical marijuana card. PHA also adopted HUD’s mandatory language eliminating automatic denial of admission for applicants who have debts owed to other housing authorities. • In Chapter 5, PHA established that a child under the age of two will occupy the same bedroom with their parent(s), and when the child turns two a transfer request will be submitted. PHA adopted language that approved requests for reasonable accommodation for an additional bedroom for medical equipment/and or the need for a live-in aide must be reverified at the annual recertification. • In Chapter 7, PHA established that self-employment and zero income residents are required to complete IRS Form 4506-T. • In Chapter 12, PHA eliminated site-based transfer lists, established that all transfer requests will be offered the first available unit according to their need and priority classification, established that two unit offers will be made to residents on the transfer list (except for reasonable accommodation and VAWA transfers), and created four transfer list priority classifications. (See Attachment B.1(b)(1) for PHA Transfer List Categories.) <p>PHA adopted the Nan McKay model Administrative Plan for the Housing Choice Voucher Program with the following revisions to PHA policy:</p> <ul style="list-style-type: none"> • In Chapter 3, PHA adopted HUD’s mandatory language that defines medical marijuana as an “illegal drug” even if an applicant possesses a medical marijuana card. PHA also adopted HUD’s mandatory language eliminating automatic denial of admission for

applicants who have debts owed to other housing authorities. In addition, PHA formalized the adoption of the new VASH admissions low-income limit increase from 50% AMI to 80% AMI.

- In Chapter 5, PHA adopted language that extends the leasing term from 60 to 120 days of voucher issuance. Applicants are required to check-in with PHA at 60 days to report progress; at that time, PHA may extend the leasing term for an additional 30 days a total of 150 days of voucher issuance. PHA also adopted language in in Chapter 5 that approved requests for reasonable accommodations for unit with an additional bedroom for medical equipment/and or the need for a live-in aide must be reverified at the annual recertification.
- In Chapter 7, PHA established that self-employment and zero income participants are required to complete IRS Form 4506-T.
- In Chapter 8, PHA reverted to annual HQS unit inspections from biennial inspections.
- In Chapter 11, PHA established that no interim re-examinations will occur for family-initiated reports of changes in income when the change occurs within 120 days of annual recertification.
- In Chapter 12, PHA added possession of illegal firearms in violation of the PHA's weapons policy as a cause for termination of assistance.
- In Chapter 13, PHA added landlord workshops and landlord incentives as strategies for owner recruitment and retention.
- In Chapter 15, PHA eliminated the prior requirement for families to participants in the HCV program for one year in order to be eligible to participate in the Homeownership Program.
- In Chapter 17, PHA reverted to annual HQS unit inspections from biennial inspections for PBV units.

Financial Resources

A Statement of Resource is included in this submission as Attachment B.1(b)(2).

Operation and Management

PHA continued to revise the structure of the organization to support organizational effectiveness by adding middle management positions of Resident Services Manager, Leased Housing Manager, Office of Strategy and Development Manager, Housing Development Manager, and Strategic Initiatives Manager.

Home Ownership Program

In this reporting period, PHA became a HUD-Certified Housing Counseling Agency.

Safety and Crime Prevention

Since the PHA's last Annual Plan submission, PHA redeployed security personnel (roving and stationary) to provide 24/7 coverage, added an additional a security guard position to PHA staffing, and added contracted security services to supplement PHA staff. A copy of the PHA's revised Security Plan and High-Rise security Model is attached to this submission as Attachment B.1(b)(3)

(c) The PHA must submit its Deconcentration Policy for Field Office review.

There has been no change to the PHA's Deconcentration Policy; it is included with this submission as Attachment B.1(c)(1).

B.2 New Activities.

(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?

Y N

- Hope VI or Choice Neighborhoods.
- Mixed Finance Modernization or Development.
- Demolition and/or Disposition.
- Designated Housing for Elderly and/or Disabled Families.
- Conversion of Public Housing to Tenant-Based Assistance.
- Conversion of Public Housing to Project-Based Assistance under RAD.
- Occupancy by Over-Income Families.
- Occupancy by Police Officers.
- Non-Smoking Policies.
- Project-Based Vouchers.
- Units with Approved Vacancies for Modernization.
- Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan.

Hope VI or Choice Neighborhoods, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion to Tenant-Based Assistance, Conversion of Public Housing to Project-Based Assistance Under RAD

PHA plans to consider all strategies identified in HUD's Repositioning of Assets Initiative, including Choice Neighborhoods Initiative, demolition/disposition under Section 18, conversion of public housing to tenant-based assistance, RAD, Section 18/Rd blends, and any combination of recapitalizations strategies that should be considered to preserve hard units of housing for the low-income families the PHA serves.

Designated Housing for Elderly and/or Disabled Families

	<p>PHA will request renewal of its designation of the Carroll Tower and Dominica Manor developments as elder-only. A copy of the request for renewal of the elder-only designation of Carroll Tower and Dominca Manor is included in this submission as Attachment B.2.(b)(1))</p> <p><u>Project-Based Vouchers</u> The PHA has received HUD authorization for project-based a portion of its Mainstream Housing Voucher Program allocation as a strategy to increase utilization of this vital housing resource. PHA anticipates requesting HUD approval to project-base up to Mainstream vouchers and issuing an RFP by 6/30/23.</p> <p><u>Other Capital Grant Projects</u> PHA received an Emergency Health and Safety Grant from HUD to install CO detectors in scattered site family developments. Due to unforeseen supply chain disruptions, the completed of the project has been extended to 6/30/23. PHA will pursue any additional grant opportunities for other Capital projects made available by HUD in the coming year.</p> <p><u>Public Housing ACOP</u> PHA anticipates additional revision to the ACOP to reflect the requirements of the Final Rule for HOTMA. PHA will also consider changes that align the Public Housing ACOP processes with HCV Administrative Plan processes wherever allowable.</p> <p><u>Administrative Plan for the Housing Choice Voucher Program</u> PHA anticipates additional revision to the HCV Administrative Plan to reflect the requirements of the Final Rule for HOTMA. PHA will also consider changes that align the HCV Administrative Plan processes with the Public Housing ACOP processes with wherever allowable. PHA anticipates considering the adoption a local preference for program admissions in the coming year.</p> <p><u>Units with Approved Vacancy for Modernization</u> PHA anticipates that eight (8) units will be approved for vacancy for modernization in the coming year.</p>
B.3	<p>Progress Report. Provide a description of the PHA’s progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.</p> <p><u>Goal 1: Identifying and Pursuing Opportunities to Preserve and Expand Affordable Housing</u></p> <p>On May 1, 2022, PHA contracted with EJP Consulting group for assistance in the consideration of all strategies to best preserve its housing stock and pursue the creation of new housing resources for low-income families. EJP Consulting Group conducted a repositioning feasibility review and provided presentation its preliminary recommendations to the Board of Commissioners at a January 21, 2023 Board retreat. The feasibility study process included document review, site visits, and stakeholder interviews that included resident leaders, state and local government officials, housing advocates, and social service organizations in the community. PHA anticipates that it will adopt a preliminary strategy and hire a consultant to perform necessary Physical Condition Assessments of up to three developments prior to the end of the current PHA fiscal year.</p> <p>In this period, PHA has been engaged in project-basing vouchers as a strategy to deconcentrate poverty and provide HCV families with access to neighborhoods of opportunity. In 2022, PHA executed HAP agreements with three landlords who responded to an RFP and had been awarded projected based vouchers for existing units on October 21, 2021; all of the project-based units are fully leased. The three landlords are Crossroads Rhode Island, SWAP, and Smith Hill Community Development Corporation. During this period, PHA also executed AHAPs with two developers who responded to and were awarded project-based vouchers for new construction in October 2021: Marathon Development for Copley Chambers I and Onmi Development for the Jordan Caffey Apartments (site of the former Barbara Jordan II Apartments). Both developers have broken ground on their projects: full occupancy at Copley Chambers I is expected to occur in February of 2023 and the first of three phases of the Jordan Caffey development is expected to be completed in May 2023. It should be noted that the Copley Chambers I development has an admissions preference for youth, ages 16 – 24, who are homeless or at risk of homelessness and who have been engaged with the foster care system. The owner has established a partnership with several agencies that will provide wraparound services to this unique population to promote economic self-sufficiency. During this period, PHA continued to work with a third developer awarded PBVs for new construction in 2021, Pennrose, LLC, for their mixed income, mixed use Parcel 9 Phase I project. PHA expects to submit a request for a Subsidy Layering review in early 2023 for this project.</p> <p>In this reporting period, PHA, in collaboration with the Providence VA Medical Center, issued Project-Based Voucher RFP seeking developers interested in creating new or rehabilitated housing. The total number of vouchers available was 50 PBVs, with up to 25 being VASH vouchers. PHA received three responses: Marathon Development proposing Copley Chambers II, a 124-unit mixed income/mixed use development; Pennrose, LLC proposing Parcel 9 Phase 2, a 61-unit mixed income/mixed use development; and Crossroads Rhode Island for Summer Street Housing, a 175-unit development with a preference for homeless persons. On December 8, 2022, the PHA Board of Commissioners voted to: award 4 one-bedroom and 4 -two-bedroom PBVs to Marathon Development; 4 one-bedroom and 4 two-bedroom PBVs to Pennrose, LLC; and 34 one-bedroom PBVs to Crossroads RI. Of the 34 PBVs awarded to Crossroads Rhode Island, 10 were VASH vouchers.</p> <p>In FY 2022, PHA sought and received HUD approval to project-base a portion of its Mainstream Program vouchers. Before the end of FY 2023, PHA anticipates advertising an RFP to award up to 42 project-based Mainstream vouchers to landlords with existing units as a strategy to increase voucher utilization and increase access housing opportunities in Providence.</p> <p>In this reporting period, PHA continued to administer 42 Emergency Housing vouchers, enabling it to provide housing opportunity to families in dire need of housing assistance. The PHA continued working closely with RI Continuum of Care partners to develop strategies for removing obstacles families encounter in leasing EHV and Mainstream vouchers. In the current fiscal year, PHA hired a bilingual Housing Search Assistant who works with EHV participants in housing search activities, including highlighting opportunities for participants to secure units in neighborhoods and communities of opportunity, and outreaches to landlords to attract their participation in the program.</p> <p>During the past year, PHA has worked with the owner of the Fox Point moderate rehabilitation development and tenants to ensure protection of residents in the Opt-Out process and by assigning a PHA staff liaison, providing workshops about use of tenant protection vouchers, conducting tenant briefings, and relocation. All Fox Point residents will be leased up at Fox Point or other locations by 6/30/23.</p>

The PHA continues to work closely with the RI Continuum of Care to develop strategies for removing obstacles families encounter in leasing units with EHV and Mainstream vouchers. PHA continues to assist participants in housing search activities, including opportunities for participants to secure units in neighborhoods and communities of opportunity. In an effort to attract new landlords and well as existing voucher program landlords, PHA improved its incentive programs whereby new landlords would receive a payment of \$1,000 for their first lease. New or existing landlords can receive a \$1,000 bonus for leases in low poverty areas and bonuses equal to a full month's rent for renting to Mainstream and EHV tenants. As of the date of this submission, the incentive program had engaged 98 new landlords and resulted in 112 families accessing units since the program's inception in 2020.

Recognizing that the experience of domestic violence and other forms of trauma can impact housing stability and access to housing, the PHA hired a Victims of Crime Coordinator this past year who provides services to HCV participants that assists them with safety planning, housing navigation, and provides referrals to supportive services. Both the Housing Search Assistant and Victims of Crimes Coordinator assist with problem resolution and support successful tenancies. Additionally, PHA is using newly received administrative funds from HUD to provide EHV and Mainstream participants with security deposits, funds to cure utility arrearages that would prevent lease-ups, and funding for furniture and goods needed for independent living in a unit of their own.

Goal 2: Provide Safe and Healthy Communities with Pathways to Vibrant Futures

In an effort to enhance safety and security in its developments for elders and persons with disabilities, PHA re-designed its deployment of security guards to provide a combination of stationary guards and roving guards, augmented by contracted security services to provide security services 24 hours per day, seven days a week at elderly high-rise buildings. Security patrols continued to be provided at family developments without change by the Public Housing Unit of the Providence Police Department. In this reporting period, PHA and PPD leadership established a monthly meeting where both agencies met to identify challenges and develop strategies to address conditions at developments and in the neighborhoods in which they are located.

Throughout this period, PHA's Victims of Crime Act (VOCA) Community Safety Coordinators provided services to PHA residents needing support and referral to services to address the trauma of victimization by crime. During the period of 1/1/20 – 9/30/22 (most recent reporting period), the VOCA team served 648 residents. The VOCA Coordinators play a critical role in the PHA's VAWA response by facilitating temporary and long-term relocation, safety planning, support navigating the criminal justice system, providing referrals, and conducting support groups and other activities. VOCA Safety Coordinators continued to conduct on-going safety meetings in PHA developments to raise awareness of VAWA protections, services available to victims of all categories of crime, and to identify and respond to any development or community conditions that impact safety. During this period, PHA reviewed and updated its Public Housing ACOP, including its VAWA policy. PHA anticipates bringing the updated ACOP, including the updated VAWA policy, to the Board of Commissioners after a public comment period in March 2023. During this period, PHA also implemented a new violence prevention initiative designed to address the unique needs of the LGBTQ+ community. PHA continues to develop partnerships with organizations that can provide support and education, as well as assist in developing outreach strategies to engage this underserved part of our community.

Also related to safety and security, PHA completed the installation of new building entry doors at three high-rise buildings for elders and persons with disabilities: Dexter Manor, Kilmartin Plaza, and Parenti Villa. In 2023 PHA will replace entry doors at our remaining high-rise sites, Carroll Tower and Dominica Manor. PHA is currently in the design phase for the replacement of security doors at the Codding Court development, with an expectation that the doors will be replaced in calendar year 2023. In November 2022, PHA completed the upgrade of its security camera system at the Dominica Manor development with funding from the Capital Fund Program and a grant for the RI Office of Healthy Aging.

In the fall of 2021 PHA commissioned a structural assessment study by a consultant for all of its high-rise buildings, the Sunset Village development, and "D" type construction buildings at the Hartford Park family development. PHA received the consultant's report in April 2022. The consultant concluded that the assessed buildings were in good and serviceable condition; however, the consultant noted conditions such as efflorescence and staining and cracked and spalling concrete that is indicative of possible water infiltration at several locations. The consultant determined that these conditions do not currently pose a structural hazard; however, the report indicated that if the conditions are left unresolved, they could damage building structure behind walls, as well as result in costly damage to interior and exterior architectural finishes in the future and create conditions that threaten resident safety. PHA is working to integrate the findings of the assessment into future Capital Fund Program work plans.

At the Chad Brown Apartments, the Lead Based Paint Remediation Project, was completed ahead of schedule and at budget during this reporting period. The PHA's CO Detector Installation Project at scattered sites experienced supply chain disruptions that has delayed the full completion of the project; full completion is expected for June 30, 2023.

During this reporting period, PHA completed the installation of a sprinkler system at our last few buildings where it is required, so that now we have updated sprinkler systems all high-rise locations where this protection is required and upgraded fire alarms at high-rise locations.

Since its last submission, PHA undertook a number of initiatives designed to communicate that its properties are owned and managed by an engaged landlord. These initiatives included contracting with an outside landscaping vendor for grass and tree trimming services at the Scattered Sites development, Roger Williams, Codding Court, and a portion of Manton Heights. In addition, PHA invested in flowers and plantings at its sites to beautify properties.

A significant, multi-year collaborative project, the Manton Bike Pathway, was dedicated at well-attended dedication on October 18, 2022. Residents enjoy this new recreational resource and the positive impact it has on resident health and community engagement. In 2023, PHA anticipates working with the Woonasquatucket River Watershed Council to create a new bike path near the Hartford Park development. Also at the Hartford Park development, PHA received CDBG funding that supports the creation of a new family spray park. The project is currently in design. During this reporting period, PHA successfully negotiated with the City of Providence for authorization to re-program CDBG funds awarded originally for other projects that PHA is no longer pursuing to be used to renovate gyms at Manton Heights and Chad Brown. The project of replacing the gym floors and updating the gyms at both locations is currently underway.

The Covid-19 pandemic continued to have a significant impact on the economic fortunes of public housing residents. During this reporting period, PHA successfully increased access to workforce development opportunities by establishing the Jobs Hub program that provides support, case management, and referral to training and support programs residents need to obtain and retain employment and upskill to new employment

opportunities. This programming was supported with funding from the *One Providence for Youth Summer* employment program, a new City grant for year-round, paid internships and apprenticeships for youth, and a RI Covid-Response CDBG grant for adults. PHA developed hybrid educational program delivery systems with community partners to continue economic self-sufficiency and adult education programs online and in small groups.

Despite the challenges of the pandemic, PHA's public housing residents and HCV families continue to pursue the dream of homeownership and the wealth-building opportunity homeownership provides families, particularly BIPOC families. PHA was recognized by HUD in 2022 as an approved housing counseling agency and awarded a grant to provide services provided by a HUD-certified housing counselor. At the close of PHA's fiscal 2022, 51 Section 8 families were using a voucher to support homeownership and the PHA's Homeownership Program Coordinator had a caseload of 74 clients working toward purchasing a home. One notable homeownership success story is "Confessora", a participant in the PHA's HCV program who cares for her elderly father, has a home-based child-care business, and serves as a foster mother. Despite working hard to save money and learning all that she could about the process of homeownership, the Covid-19 pandemic derailed her dream. In early 2022, she engaged with the PHA Homeownership Program and was provided with education about financial literacy, improving credit rating, homeownership responsibilities, as well as support in navigating the often-complex home purchase process. In June 2022 she successfully purchased a home.

Families served by PHA continued to be financially impacted by the Covid-19 pandemic, with this impact noted in rates of rental delinquency and utility arrearages. Through a partnership with Rhode Island Housing, PHA assisted residents in applying for and accessing RentReliefRI Program funds (through federal Emergency Rental Assistance programs) to cure rental and utility arrearages. These collaborative efforts with Rhode Island Housing resulted in residents and HCV participants receiving over \$2.7 million in funding by the close of the program on 9/30/22. This funding was critical in preserving tenancies and access to utility services. PHA notes that the continued financial impact continues to affect rent collection; throughout the summer and fall of 2022 PHA conducted outreach to residents to offer financial literacy training, raise awareness of online rent payment options, and make referrals to services. In addition, PHA outreached to RI Legal Services to advise the agency of PHA's need to resume lease enforcement action concerning non-payment of rent, communicate PHA's willingness to work with residents, and raise awareness of the PHA's Housing Preservation Program, a partnership between Property Management and Resident Services staff to identify and address contributing factors to non-payment of rent.

Since the last Annual Plan submission, PHA continued to work with a range of partners to raise resident awareness of Covid-19, availability of testing and vaccines – all in an effort to promote equitable access to healthcare resources. In 2022, PHA received a NAHRO Award of Merit for its Covid-19 response. In this reporting period, PHA strengthened its Wellness Resource Center (WRC), the PHA's holistic approach to healthy living in public housing that includes prevention education, access to mental health services, support for victims of crime, addiction treatment and counseling, case management, referral to outside agencies, and access to activities that promote healthy living. In October 2022 PHA received the first prize Resident Services award for a large housing authority from Nan McKayaward and a NAHRO Award of Merit for the WRC. PHA strengthened the WRC in 2022 by adding 1.5 FTE Victims of Crime Act Community Safety Coordinators, two FTE Community Health Workers and a part time peer recovery specialist. Also in 2022, PHA established the Critical Incident Response Team within the WRC and provided services, support, and expedited referrals to resources to 54 residents experiencing crisis situations during the fiscal year. In 2023, PHA will further strengthen the WRC with funding awarded by the City of Providence from a grant from the National League of Cities' One Nation/One project initiative. In April 2022, The National League of Cities competitively selected nine cities, including Providence, as an Arts and Health Pilot for the One Nation/One Project program. The initiative will be carried out in partnership with One Nation/One Project, a national arts and wellness project with the goal to amplify the proven benefits that arts engagement has in fostering holistic recovery. An important component of this project is the allocation of \$469,765 to PHA to fund hiring community health workers focusing on behavioral healthcare and a licensed independent clinical social worker within the WRC. PHA expects to effectuate this additional staffing in late winter 2023.

Goal 3: Cultivate, Enhance, and Evaluate Strategic Partnerships

PHA continued to work closely with Continuum of Care partners to devise and implement collaborative strategies to ensure Mainstream and EHV voucher holders have the support necessary to be able to lease units. Included in these strategies are bi-weekly meetings with partners to problem-solve obstacles families encounter, close communication between housing search workers from partner agencies and PHA line staff, hiring a PHA Housing Search Assistant who provides housing navigation assistance to EHV families, and outreach to landlords. In 2021 the partnership noted that many EHV voucher holders were unable to lease units within the time constraints mandated by the program. PHA requested and received a waiver from HUD to extend the amount of time these families have to lease a suitable unit; this waiver, coupled with increased Housing Search Assistance has produced significantly increased rates of EHV voucher utilization. At 12/31/22, 38 of the PHA's 42 EHV vouchers were leased. Throughout the last year, the PHA and RI CoC have worked to develop strategies to increase the utilization rate of Mainstream vouchers. During this period, the combination of a scarcity of affordable units and Mainstream families porting out to other communities (whereby the receiving housing authority absorbs the family and the Mainstream voucher returns to PHA) continued to impede utilization rates of these vouchers. The partnership with the RICoC has also identified strategies that will likely be effective in increasing utilization rates: 1) Increased housing search assistance for families with assistance from RICoC partner agencies; 2) Increased outreach to landlords about the program by PHA and partners; and 3) Project-basing a portion of PHA's allocation of Mainstream program vouchers. PHA sought and received HUD approval to project-base a portion of its Mainstream allocation and anticipates advertising an RFP prior to 6/30/23 seeking landlords wishing to project-base existing units; PHA intends to project-base up to 42 Mainstream vouchers.

During this reporting period, PHA staff served on a wide range of boards, task forces and advisory groups, included but not limited to: Covid Recovery Task Force; Statewide Eviction Prevention Working Group; Providence City Council Housing Crisis Task Force; Providence-Cranston Workforce Development Board, Central Providence Health Equity Zone Steering Committee; South Providence Health Equity Zone Steering Committee; Federal Hill House Board of Directors; Rhode Island Center for Independent Living Board of Directors; Habitat for Humanity of Greater Providence Board of Directors, and RI Alternatives to Violence Project Advisory Board. During this time period, PHA increased membership in its Program Coordinating Committee (PCC), an inter-agency advisory group that meets quarterly to share information and resources and develop strategies for meeting the needs of families served by PHA. In this reporting period, PHA also compiled a wide range of statistical information in its HCV Resident Characteristics Report that will inform statements of need and provide data points that are critical to effective advocacy and partnership development.

Throughout the past year, PHA continued to maintain a strong relationship with its Resident Advisory Board by engaging members in monthly meetings that provide a forum for sharing information and developing strategies for increasing a sense of community in developments and resident participation in activities and programs. Meetings often feature outside guest speakers who present on issues of interest to residents, such as

accessing behavioral health care, transportation, and services, and skill development such as managing stress and leadership. PHA presenters provide updates about new programs, services, and staff available to provide assistance to residents. Key concerns of RAB members in this reporting period included increases in rates of behavioral health challenges being experienced by residents post-pandemic and re-building a sense of community within their developments after a prolonged period of social distancing and Covid restrictions. During this reporting period, members worked closely with staff to organize outdoor coffee hours, ice cream socials, and holiday events that were well attended by residents. In the summer and fall of 2022, PHA partnered with nearly twenty community organizations to develop and deliver *Get Connected* events in every PHA development. These events included resource tables where all PHA Departments provided information about resident-centered services, as well as resource tables where community partners provided information about programs and services. Included in resource information provided by PHA was information about Section 3 hiring opportunities and job training programs.

Goal 4: Continuously Improve PHA Internal Management and Operations

In FY 2022, PHA leadership empowered the Property Management and Facilities Maintenance Departments' middle management staff to identify barriers to high performance in operations, develop innovative strategies, and pilot and evaluate new initiatives. This inter-departmental team met monthly to generate ideas, plan new strategies, and track progress of their initiatives. One product of this team's work was a new system for performing HUD-required annual inspections of public housing units that holds great promise for better identifying and addressing needed repairs, increasing customer satisfaction, and enhancing the PHA's capacity to apply preventive measures to protect property and preserve tenancies. This new system features four distinct components: 1) Unit inspections conducted by a team consisting of a Property Manager and a Facilities Management Foreman; 2) Direct engagement with residents by the team during the inspection to identify needed repairs, assess any need for Resident Services by the family, gather information about unit and community conditions, and address any issues that if left unresolved might later jeopardize a tenancy; 3) Use of technology to conduct the inspection, record results, and generate and track work orders; and 4) Customer surveys and auditing of work orders to measure resident satisfaction with services and track work order turnaround time. By the end of calendar 2022, PHA teams conducted inspections of all of PHA's public housing units using this new system. In this reporting period, PHA served as a field site for HUD's NSPIRE inspection protocol, and this protocol was integrated into the development of the PHA's new inspection program. Also by the end of calendar 2022, PHA staff involved in conducting inspections had received formal training in the NSPIRE model. PHA looks forward to NSPIRE inspections in the winter of 2023 and further streamlining systems to address results of these inspections. In FY 2023 PHA's Property Management and Facilities Management team will pilot and track results of a pest control and mold prevention and remediation initiatives, as well as develop a program for cycle painting program for occupied units.

Since the last Annual Plan submission, the PHA has continued an examination of the operational structure of the PHA. Outcomes of this effort include the completion of a comprehensive review of the Leased Housing Department, a redeployment of Security personnel, and a general assessment of ways in which to streamline processes, create efficiencies, and pursue new opportunities authority-wide.

- In the Leased Housing Department, PHA added a Leased Housing Department Manager to support existing Department Director and Associate Director positions and added a Housing Search Assistant to bolster efforts at maximizing leasing of EHV units. The examination of the Department also included refining the flow of work within the Department. At 12/31/22 PHA had completed all 2020 and 2021 inspections delayed by Covid-19, as well as completed 2022 inspections.
- In the Office of Security Operations, PHA added an additional security guard position and augmented PHA resources with contracted security services for overnight coverage and capital projects.
- In the Office of Strategy and Development, PHA eliminated the position of Director and added a Manager of the Office of Strategy and Development, Manager of Strategic Initiatives, Manager of Housing Development, and a Special Projects Officer (a mid-level position which is replacing a former lower-level position of Resident Liaison).
- To bolster the grant writing capacity of the PHA, a contracted grant writer was fully implemented in the Resident Services Department resulting in a significant increase in grant revenues and the development of a workforce development logic model to guide program development and implementation.
- During calendar year 2022, the PHA's longtime Director of Finance retired; as a result of careful succession planning PHA was able to fill the position quickly with a highly qualified internal candidate (who until then was Associate Director of Finance), restructure the Department, identify necessary training and develop and implement professional development plans for Department staff.
- In the Information Technology Department, PHA conducted an assessment of staffing and function and added an additional IT technician position to support the PHA's efforts to best leverage and apply technology to support continuous PHA operational improvements. In this reporting period and into the next, the Department will be working with a consultant to conduct a comprehensive assessment of use and functionality of PHA systems and ways to improve functionality.

PHA continues to plan for the succession of a number of retirements in key leadership and line positions expected occur within the next five years. PHA, led by the Human Resources Department, continued assessing future structures of departments, identifying potential in-house candidates for future leadership roles, and assessing training needed to develop future leaders. In all PHA Departments, a process is underway for assessing the skill set and professional development necessary for a high performing housing authority and pursuing opportunities presented by various repositioning opportunities. In addition to succession planning, the PHA's Human Resources Department and has partnered with several bargaining units that represent staff in Facilities Management to design a carpentry apprenticeship program to both help prepare staff for promotional opportunities and assist PHA in filling vacancies in this trade that have been difficult to fill in the wake of the Covid-19 pandemic.

PHA is proud to report that despite the challenges of the pandemic, in its public housing program it has constantly maintained occupancy rates at 97% or above throughout FY 2022 (98.1% at 12/31/22) and as 12/31/22, PHA had completed 31,808 work orders. In the Leased Housing Program, at 12/31/22, the PHA's HCV budget utilization rate was 97%

The Resident Services and Property Management Departments strengthened the development the Housing Preservation Program to address non-payment of rent and other lease violations that threaten housing instability. At the close of the FY 2022, the program assisted public housing and HCV families in successfully filing over 1,100 applications for RentReliefRI that ultimately resulted over \$2.7 million in funds being provided to cure rental and utility arrearages. All through calendar year 2022 and into 2023, residents continued to be significantly impacted by the economic fallout of the pandemic as evidenced by rent payment rates substantially below pre-pandemic levels. Throughout the summer and fall of 2022, representatives of the Property Management and Resident Services Departments developed and delivered outreach presentations at community events about the importance of rent payment, financial literacy, and available programs in the community. In addition, these Departments provided presentations about the PHA's new online rent payment system.

B.4	Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved. The most recent 5-Year Action Plan was approved in EPIC on 10/18/22.
B.5	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
C. Other Document and/or Certification Requirements.	
C.1	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/> RAB comments are attached as Attachment C.1.</p> <p>(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.</p>
C.2	<p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.3	<p>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</p> <p>Form HUD-50077-ST-HCV-HP, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.4	<p>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.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>
C.5	<p>Troubled PHA.</p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?</p> <p>Y N N/A <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>

D.	Affirmatively Furthering Fair Housing (AFFH).					
D.1	<p>Affirmatively Furthering Fair Housing (AFFH).</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="180 661 1456 1108"> <tr> <td data-bbox="180 661 1456 699">PHA is not required to complete Section D at this time.</td> </tr> <tr> <td data-bbox="180 699 1456 1108"><i>Describe fair housing strategies and actions to achieve the goal</i></td> </tr> </table> <table border="1" data-bbox="180 1136 1456 1549"> <tr> <td data-bbox="180 1136 1456 1173"></td> </tr> <tr> <td data-bbox="180 1173 1456 1549"><i>Describe fair housing strategies and actions to achieve the goal</i></td> </tr> </table> <table border="1" data-bbox="180 1570 1456 1614"> <tr> <td data-bbox="180 1570 1456 1614"></td> </tr> </table>	PHA is not required to complete Section D at this time.	<i>Describe fair housing strategies and actions to achieve the goal</i>		<i>Describe fair housing strategies and actions to achieve the goal</i>	
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Describe fair housing strategies and actions to achieve the goal

Instructions for Preparation of Form HUD-50075-ST Annual PHA Plan for Standard and Troubled 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), PHA Inventory, Number of Public Housing Units and or Housing Choice Vouchers (HCVs), PHA Plan Submission Type,** and the **Availability of Information,** specific location(s) of all information relevant to the public hearing and proposed PHA Plan. ([24 CFR §903.23\(4\)\(e\)](#))

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.

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.” ([24 CFR §903.7](#))

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 public housing and 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 other generally available data. The statement of housing needs shall be 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. Once the PHA has submitted an Assessment of Fair Housing (AFH), which includes an assessment of disproportionate housing needs in accordance with 24 CFR §5.154(d)(2)(iv), information on households with individuals with disabilities and households of various races and ethnic groups residing in the jurisdiction or on the waiting lists no longer needs to be included in the Statement of Housing Needs and Strategy for Addressing Housing Needs. (24 CFR §903.7(a)).

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. PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see [24 CFR 903.2](#). ([24 CFR §903.23\(b\)](#)) Describe the PHA’s admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA’s policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. ([24 CFR §903.7\(b\)](#)) Describe the PHA’s procedures for maintain waiting lists for admission to public housing and address any site-based waiting lists. ([24 CFR §903.7\(b\)](#)). A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. ([24 CFR §903.7\(b\)](#)) Describe the unit assignment policies for public housing. ([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 operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or 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 rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. (24 CFR §903.7(d))

Operation and Management. A statement of the rules, standards, and policies of the PHA governing maintenance and management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA. (24 CFR §903.7(e))

Grievance Procedures. A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants. (24 CFR §903.7(f))

Homeownership Programs. A description of any Section 5h, Section 32, Section 8y, or HOPE I public housing or Housing Choice Voucher (HCV) homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. (24 CFR §903.7(k))

Community Service and Self Sufficiency Programs. Describe how the PHA will comply with the requirements of (24 CFR §903.7(l)). Provide a description of: **1)** Any programs relating to services and amenities provided or offered to assisted families; and **2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs subject to Section 3 of the Housing and Urban Development Act of 1968 (24 CFR Part 135) and FSS. (24 CFR §903.7(l))

Safety and Crime Prevention (VAWA). Describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must provide development-by-development or jurisdiction wide-basis: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities. (24 CFR §903.7(m)) A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. (24 CFR §903.7(m)(5))

Pet Policy. Describe the PHA's policies and requirements pertaining to the ownership of pets in public housing. (24 CFR §903.7(n))

Asset Management. State how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory. (24 CFR §903.7(q))

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

Significant Amendment/Modification. PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual 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-3, successor RAD Implementation Notices, or other RAD Notices.

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

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 CFR 903.2. (24 CFR §903.23(b))

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

HOPE VI or Choice Neighborhoods. **1)** A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Choice Neighborhoods; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Hope VI or Choice Neighborhoods is a separate process. See guidance on HUD's website at:

https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6 . (Notice PIH 2011-47)

Mixed Finance Modernization or Development. **1)** A description of any housing (including project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD's website at:

https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6/mfph#4

Demolition and/or Disposition. With respect to public housing only, describe any public housing development(s), or portion of a public housing development projects, owned by the PHA and subject to ACCs (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition approval under section 18 of the 1937 Act (42 U.S.C. 1437p); and **2)** A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA's last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. Approval of the PHA Plan does not constitute approval of these activities. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm. (24 CFR §903.7(h))

Designated Housing for Elderly and Disabled Families. Describe any public housing projects owned, assisted or operated by the PHA (or portions thereof), in the upcoming fiscal year, that the PHA has continually operated as, has designated, or will apply for designation for occupancy by elderly and/or disabled families only. Include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, **5)** the number of units affected and; **6)** expiration date of the designation of any HUD approved plan. **Note:** The application and approval process for such designations is separate from the PHA Plan process, and PHA Plan approval does not constitute HUD approval of any designation. (24 CFR §903.7(i)(C))

Conversion of Public Housing under the Voluntary or Mandatory Conversion programs. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; **2)** An analysis of the projects or buildings required to be converted; and **3)** A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

Conversion of Public Housing under the Rental Assistance Demonstration (RAD) program. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to Project-Based Rental Assistance or Project-Based Vouchers under RAD. See additional guidance on HUD's website at: [Notice PIH 2012-32 REV-3, successor RAD Implementation Notices, and other RAD notices.](#)

Occupancy by Over-Income Families. A PHA that owns or operates fewer than two hundred fifty (250) public housing units, may lease a unit in a public housing development to an over-income family (a family whose annual income exceeds the limit for a low income family at the time of initial occupancy), if all the following conditions are satisfied: (1) There are no eligible low income families on the PHA waiting list or applying for public housing assistance when the unit is leased to an over-income family; (2) The PHA has publicized availability of the unit for rental to eligible low income families, including publishing public notice of such availability in a newspaper of general circulation in the jurisdiction at least thirty days before offering the unit to an over-income family; (3) The over-income family rents the unit on a month-to-month basis for a rent that is not less than the PHA's cost to operate the unit; (4) The lease to the over-income family provides that the family agrees to vacate the unit when needed for rental to an eligible family; and (5) The PHA gives the over-income family at least thirty days' notice to vacate the unit when the unit is needed for rental to an eligible family. The PHA may incorporate information on occupancy by over-income families into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7. \(24 CFR 960.503\)](#) (24 CFR 903.7(b))

Occupancy by Police Officers. The PHA may allow police officers who would not otherwise be eligible for occupancy in public housing, to reside in a public housing dwelling unit. The PHA must include the number and location of the units to be occupied by police officers, and the terms and conditions of their tenancies; and a statement that such occupancy is needed to increase security for public housing residents. A "police officer" means a person determined by the PHA to be, during the period of residence of that person in public housing, employed on a full-time basis as a duly licensed professional police officer by a Federal, State or local government or by any agency of these governments. An officer of an accredited police force of a housing agency may qualify. The PHA may incorporate information on occupancy by police officers into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7. \(24 CFR 960.505\)](#) (24 CFR 903.7(b))

Non-Smoking Policies. The PHA may implement non-smoking policies in its public housing program and incorporate this into its PHA Plan statement of operation and management and the rules and standards that will apply to its projects. See additional guidance on HUD's website at: [Notice PIH 2009-21 and Notice PIH-2017-03. \(24 CFR §903.7\(e\)\)](#)

Project-Based Vouchers. Describe any plans to use Housing Choice Vouchers (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 983.57(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, and describe how project-basing would be consistent with the PHA Plan ([24 CFR §903.7\(b\)](#)).

Units with Approved Vacancies for Modernization. The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with [24 CFR §990.145\(a\)\(1\)](#).

Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

For all activities that the PHA plans to undertake in the current Fiscal Year, provide a description of the activity in the space provided.

B.3 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 §903.7\(r\)\(1\)](#))

B.4 Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section ([24 CFR §903.7\(g\)](#)). To comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan in EPIC and the date that it was approved. PHAs can reference the form by including the following language in the Capital Improvement section of the appropriate Annual or Streamlined PHA Plan Template: "See Capital Fund 5 Year Action Plan in EPIC approved by HUD on XX/XX/XXXX."

B.5 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\(p\)](#))

C. Other Document and/or Certification Requirements.

C.1 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](#))

C.2 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.

C.3 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 §§ 903.7(o)(1) and 903.15(d) and: (i) examines its programs or proposed programs; (ii) identifies any fair housing issues and contributing factors within those programs, in accordance with 24 CFR 5.154 or 24 CFR 5.160(a)(3) as applicable; (iii) specifies actions and strategies designed to address contributing factors, related fair housing issues, and goals in the applicable Assessment of Fair Housing consistent with 24 CFR 5.154 in a reasonable manner in view of the resources available; (iv) works with jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; (v) operates programs in a manner consistent with any applicable consolidated plan under 24 CFR part 91, and with any order or agreement, to comply with the authorities specified in paragraph (o)(1) of this section; (vi) complies with any contribution or consultation requirement with respect to any applicable AFH, in accordance with 24 CFR 5.150 through 5.180; (vii) maintains records reflecting these analyses, actions, and the results of these actions; and (viii) takes steps acceptable to HUD to remedy known fair housing or civil rights violations. impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o)).

C.4 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.

C.5 Troubled PHA. If the PHA is designated troubled, and has a current MOA, improvement plan, or recovery plan in place, mark "yes," and describe that plan. Include dates in the description and most recent revisions of these documents as attachments. If the PHA is troubled, but does not have any of these items, mark "no." If the PHA is not troubled, mark "N/A." (24 CFR §903.9)

D. Affirmatively Furthering Fair Housing (AFFH).

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

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

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan.

Public reporting burden for this information collection is estimated to average 7.52 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. 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.



FY2023 REVISED ANNUAL PLAN

ATTACHMENT B.1(b)(1)

Transfer List Priority Classifications

2023 Public Housing ACOP: New Transfer List Priority Classifications

Priority A:

- Any hazardous conditions in the unit
- Residents experiencing VAWA (Violence Against Women Act)

Priority B:

- Transfers to make handicap accessible units available
- Approved Reasonable Accommodation
- Alleviate a serious or life-threatening medical condition.
- Threat of physical harm or criminal activity.
- Demolition, Disposition, Revitalizations, or Rehabilitation

Priority C:

- Occupancy Standards – underhoused or over-housed by 2 or more-bedroom sizes

Priority D:

- Elderly tenants requesting to transfer from a family, (general occupancy) AMP/development to a Mixed Population or Elderly only AMP/building.
- Family requests a larger bedroom size unit even though the family does not meet the PHA's definition of under-housed, if the family meets the PHA's occupancy standards for the requested size unit.
- Occupancy Standards – underhoused or over-housed by 1 bedroom size



ATTACHMENT B.1(b)(2)
STATEMENT OF FINANCIAL RESOURCES

Providence Housing Authority Attachment B.1(b)(1)
Statement of Financial Resources: Planned Sources and Uses

Sources	Planned \$	Planned Uses
1. Federal Grants FY 2021 grants		
a Public Housing Operating Fund	\$17,231,886	
b Public Housing Capital Fund	\$6,819,448	
c HOPE VI Revitalization	\$0	
d HOPE VI Demolition	\$0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$26,332,626	
f) Public Housing Drug Elimination Program including any Technical Assistance funds	\$0	
g) Resident Opportunity and Self-Sufficiency Grants	\$396,856	
h) Community Development Block Grant	\$87,812 \$27,000 \$79,761 \$33,240	Doors to Safety KP & PV HP Renovations Staff Support - Direct Services Chad Brown Recreation Facilities Reno.
	\$134,532 \$20,000 \$85,000 \$25,000 \$14,825 \$20,000 \$10,000 \$43,000	Workforce Development CB Transfer Switch Doors to Safety DM&CT Manton Heights Discharge CB Security Camera and WIFI MH Security Cameras Coddington Ct Transfer Switch Thomas Anton Community
Other Federal Grants list below		
HUD Lead-based Paint Capital Funds Program	\$932,862	LBP testing and abatement at Chad Brown, Hartford Park and Manton Heights
HUD - Emergency Health and Safety Grant	\$126,282	Installation of CO2 detectors at scattered site family development units
HUD - Family Self Sufficiency	\$49,845	PH and Sect 8 Self Sufficiency
WIOA – Youth Comprehensive Program	\$97,812	Workforce readiness and employment for youth

~ VOCA	\$50,634	Victims of Crime Assistance
2. Prior Year Federal Grants (unobligated funds only) (list below)		
CFP 2021	\$6,819,448	
CFP 2020	\$1,936,350	
CFP 2019	\$260,886	
CFP 2018	\$322,252	
Mainstream Voucher Award 2018, 2020	\$719,768	
EHV Voucher Award 2021	\$399,924	
3. Public Housing Dwelling Rental Income	\$8,946,000	
Sources	Planned \$	Planned Uses
4. Other income		
Excess Utilities	\$93,600	
Investment Income	\$14,950	
Fraud Collection S8	\$15,500	
S8 Port Fees	\$100,000	
Miscellaneous Tenant Charges	\$59,600	
Misc .Income -Antenna Rental/Cox/Office space	\$315,000	

Sources	Planned \$	Planned Uses
4. Non-federal sources list below		
Blue Cross Blue Shield	\$38,494	Americorps worker and direct assistance
CP HEZ Community Health Worker	\$21,265	
RIDE - Genesis	\$22,899	Adult Education
CP HEZ- Economic Self Sufficiency @ HP	\$20,408	

Security Grant Dominica Manor - OHA	\$14,166	Security Equipment
Peoples Garden Project	\$8,143	Community Garden
BCBS Blue Angels	\$15,782	Direct Assistance
	,	
Total Resources	\$72,762,856	



FY2023 ANNUAL PLAN

ATTACHMENT B.1(b)(3)

Security and Crime Prevention Plan



SECURITY PLAN

MARCH 2023

**Providence Housing Authority
Security Plan
2023**

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Introduction

The Providence Housing Authority's (PHA) mission is that the PHA provides and develops quality and safe affordable housing opportunities and services to address the needs of RI residents. The Providence Police Department's Public Housing Unit (PHU) and the PHA's own security staff comprise the PHA's Security Program. The police and security staff work collectively along with the entire PHA staff to fulfill the agency's mission.

The program primarily provides policing and security services to six family developments, seven elderly/disabled high-and moderate-rise developments and 244-units of scattered site housing located throughout the city.

The PHA Developments are located in the following sections of the City of Providence:

- Smith Hill
- Lower South Providence
- West End
- Hartford
- Olneyville
- Wanskuck
- Federal Hill
- Downtown Providence
- Carroll Tower
- Roger Williams
- Coddling Court
- Hartford Park
- Manton Heights
- Chad Brown, Admiral Terrace, Sunset Village
- Dominica Manor, Parenti Villa
- Dexter Manor I & II

The Providence Housing Authority is the largest landlord in Rhode Island: it owns and operates more than 2,600 apartments. In addition, the PHA serves more than 2,700 families through the Section 8 Rental Assistance Program. In sum, the PHA touches nearly 12,000 low-income Providence residents. The population served by the PHA's public housing program is diverse, with 1% identifying as Asian, 24% as Black/African American, 1% as Native American, 2% Other and 68% White. Seventy-two percent of PHA residents identify as Hispanic/Latino. As a primary language, 65% percent of resident speak Spanish and 2% speak a language other than English.

The PHA is dedicated to maintaining a high level of security for the residents of all of the developments. Achieving this involves not only the utilization of the sworn PPD police officers and the PHA security personnel, but also utilizing the entire staff of the PHA and its residents.

Section 1: Security Table of Organization and Equipment

The Office of Security Operations of the PHA is comprised of the following entities:

- Providence Police Public Housing Unit
- PHA Security Dispatch Monitors
- PHA Security Officers
- PHA Security Department Director/Associate Director
- PHA Fraud Investigator

All of the above components provide an integrated effort to achieve and maintain a high level of security in the developments.

The Public Housing Unit Officers

The PHU Officers are Providence Police Officers who are assigned by the Providence Police Department to patrol the PHA developments and other subsidized housing located throughout the city. This unit is recognized as being expert in addressing the problem of crime in public housing. In the Police Department Table of Organization, the officers assigned to this police unit are divided into teams consisting of two officers per team. These teams are under the direct supervision of the PHU sergeant. (*A third team will be added after the next PPD academy graduates (Fall 2023). After another team is added, it will be integrated into the existing schedule of hours.

The 4 patrol officers currently assigned to the PHU allow for three to four officers to be available for duty daily. Two officers are on day-off status due to the four days on and two days off rotating duty schedule. This unit operates at peak efficiency when there are no fewer than six patrol officers assigned to the unit. When vacancies occur in the PHU they are filled by the police department in a timely manner.

PHU Weekly Duty Schedule (Sample)

Providence Police Department Public Housing Unit Weekly Duty Hours Assignment

For the week of Sunday 12/18/2022 to Saturday 12/24/2022

Officers	Sun. 12/18	Mon. 12/19	Tues. 12/20	Wed. 12/21	Thurs. 12/22	Fri. 12/23	Sat. 12/24
OIC							
Sgt.							
PPD Assigned Hours	Day Off	Day Off	1700-0100	1700-0100	1700-0100	1700-0100	1700-0100
PHA Assigned Hours							
Hartford & Manton							
P.O. 79							
PPD Assigned Hours	Day off	Day off	1700-0100	1700-0100	1700-0100	1700-0100	Day off
PHA Assigned Hours			1300-1500	1300-1500	1300-1500	1300-1500	
P.O. 79							
PPD Assigned Hours	Day off	Day off	1700-0100	1700-0100	1700-0100	1700-0100	Day off
PHA Assigned Hours			1300-1500	1300-1500	1300-1500	1300-1500	

Codding Ct, Roger William s& Chad Brown							
Officers	Sun. 12/18	Mon. 12/19	Tues. 12/20	Wed. 12/21	Thurs. 12/22	Fri. 12/23	Sat. 12/24
P.O. 49							
Officers	Sun. 12/18	Mon. 12/19	Tues. 12/20	Wed. 12/21	Thurs. 12/22	Fri. 12/23	Sat. 12/24
PHA Assigned Hours	1300-1500	1300-1500	1300-1500	1300-1500			1300-1500
P.O. 49							
PPD Assigned Hours	1700-0100	1700-0100	1700-0100	1700-0100	Day off	Day off	1700-0100
PHA Assigned Hours	1300-1500	1300-1500	1300-1500	1300-1500			1300-1500

The PHU officers maintain a good working relationship with all of the departments in both the Police Department and the PHA. They also maintain a good working, cooperative and coordinating relationship with outside law enforcement agencies such as the Rhode Island State Police, FBI, DEA and the HUD Office of the Inspector General (OIG). These relationships foster collaborative approaches to addressing the problems of crime in the developments and addressing the quality-of-life issues.

The City of Providence and the PHA share in the budgeting of the PHU, and the officers assigned to the unit. The City is responsible for the payment of the officer's police salaries, benefits, pension plan contribution and the time spent testifying in court. The PHA compensates the officers for hours worked beyond the regular full-time hours that are paid by the city.

The number of overtime hours per week that a PHU officer can work for the PHA is dependent on the PHA's annual budget. Historically each officer has usually worked 16 hours per week, but budget reductions can have a negative impact on the weekly hours an officer is assigned.

PHA Security Dispatch Monitors

PHA has security systems that include cameras and alarms at all ground floor access points of the High-Rises, including the main lobby and service doors. In addition, cameras were installed in elevators, community rooms, laundry areas and at strategic locations on the exterior of the buildings with the specific intent to monitor the parking lots. Card access readers have been installed, along with cameras that monitor activity with individual access cards being issued to the residents and staff at high-rise locations. The 282 security cameras in the High-Rises and family developments are continuously updated when unviewable, aged out or replaced upon failure. PHA's most recent security upgrade was the installation of new cameras at its Dominica Manor property in June of 2022.



Central Security Dispatch Monitor Station

PHA maintains a centralized camera monitoring system in the PHU/Security office located in the High-Rise at 335 Hartford Avenue. The PHA Security Office is staffed 24 hours a day and Dispatch Monitors, as well as Facilities Management Dispatchers, monitor the camera system as part of their duties. Since initial installation, the system has been upgraded and expanded to the family developments. Two hundred and seventy-one cameras authority wide are now in use monitoring PHA properties and high-rise buildings.

In addition to monitoring the security system, the Dispatch Monitors are also responsible for conducting criminal background checks on resident applicants, processing of access cards, data-basing security and police activity, and general administrative duties. They also serve to dispatch the PHU officers and PHA security personnel to calls for service or to contact the regular Police Department to respond for a call for service should the PHU officers be off duty or unavailable. The Dispatch Monitors will also notify fire/rescue services if needed.

Security Dispatch Monitor Weekly Duty Schedule (Sample)

**Providence Housing Authority
PHA Security Monitor
Weekly Duty Hours Assignment**

For the week of Sunday 12/18/2022 to Saturday 12/24/2022

Monitors	Sun. 12/18	Mon. 12/19	Tues. 12/20	Wed. 12/21	Thurs. 12/22	Fri. 12/23	Sat. 12/24
Monitor 1	1600-2400	1600-2400	1600-2400	1600-2400	Day Off	Day Off	1600-2400
Monitor 2	Day off	Day off	0800-1600	0800-1600	1400-2200	1400-2200	0800-1600

Shifts: The actual first shift of the day is the 0000-0800 shift.

PHA High-Rise Security Officers

The PHA established a security force in 1991. The PHA Security Force currently is staffed by 11 full-time uniformed security officers uniformed security officers who currently provide roving security services 24 hours per day, seven days per week. Staffing levels and deployment are subject to change depending on circumstance, need and funding availability. These uniformed security officers, who are unarmed and have no arrest powers, patrol the PHA's elderly/disabled High-Rise buildings. In 2017, the PHA's full-time Security Officers became a certified, collective bargaining unit called "The Providence Housing Authority Security Guards" under the Rhode Island Laborers Union, Local 1217.

PHA Security Weekly Schedule (Sample)

**PROVIDENCE HOUSING AUTHORITY
HIGH-RISE SECURITY PROGRAM
WEEK 51**

WEEKLY DUTY SCHEDULE							
	SUN	MON	TUE	WED	THUR	FRI	SAT
	12/18/2022	12/19/2022	12/20/2022	12/21/2022	12/22/2022	12/23/2022	12/24/2022
PHA SECURITY ROVING ALL HIGH-RISES	12am-8am Security 1 ROVING	12am-8am Security 1 ROVING	12am-8am Security 1 Security 3 ROVING	12am-8am Security 3 Security 10 ROVING	12am-8am Security 3 Security 10 ROVING	12am-8am Security 1 Security 3 ROVING	12am-8am Security 1 Security 3 ROVING
		7am-3pm Security 7 DEXTER	7am-3pm Security 7 DEXTER	7am-3pm Security 7 DEXTER	7am-3pm Security 7 DEXTER	7am-3pm Security 7 DEXTER	
		7am-3pm Security 5 ROVING 8am-4pm Security 6 KILMARTIN	8am-4pm Security 5 ROVING 2pm-10pm Security 4 ROVING	8am-4pm Security 5 ROVING 8am-4pm Security 6 ROVING 2pm-10pm Security 4 ROVING	8am-4pm Security 5 ROVING 2pm-10pm Security 4 ROVING	8am-4pm Security 5 Security 6 ROVING 2pm-10pm Security 4 ROVING	8am-4pm Security 6 ROVING 2pm-10pm Security 4 ROVING
	4pm-12mid Security 8 Security 2 Security 10 ROVING	4pm-12mid Security 8 Security 9 Security 2 ROVING	4pm-12mid Security 8 Security 9 ROVING	4pm-12mid Security 8 Security 9 ROVING	4pm-12mid Security 8 Security 9 Security 2 ROVING	4pm-12mid Security 9 Security 2 Security 10 ROVING	4pm-12mid Security 2 Security 10 ROVING
NESS	10pm-6am KILMARTIN 11pm-7am DEXTER	10pm-6am KILMARTIN 11pm-7am DEXTER	10pm-6am KILMARTIN 11pm-7am DEXTER	10pm-6am KILMARTIN 11pm-7am DEXTER	10pm-6am KILMARTIN 11pm-7am DEXTER	10pm-6am KILMARTIN 11pm-7am DEXTER	10pm-6am KILMARTIN 11pm-7am DEXTER
	Security 11 40	Security 1 40	Security 2 40	Security 3 40	Security 4 40	Security 5 40	Security 6 40
	Security 9 40	Security 10 40					

Security Officers are recruited, trained, and supervised by the Security Director and Associate Director. PHU officers also play a role in the training of Security Officers. All Security Officers must have successfully completed a criminal background check. Security Officers provide approximately 300-400 hours of service weekly. The number of hours that are worked by the Security Officers depends on the need and the annual budget.

The Security Officers are in direct radio communication with the Security Dispatch Monitors, the Facilities Management Dispatcher and also the PHU Officers. This allows for the Security Officers to receive immediate advice or assistance if needed.

While on duty, the Security Officers are responsible for patrolling buildings as well as the parking areas. The officers complete and submit a written security report that is used to inform management of any problems that occurred during their shifts. In addition, that information is reviewed by the Security Department Director and the Associate Director and is data-based by the Security Department Director, Associate Director or Security Dispatch Monitors. Any incidents that need immediate attention are e-mailed directly to the respective manager or other PHA staff.

The PHA also augments its own security staff with contract stationary security guard services from a vendor, as funding allows, to provide services specific to trends and needs noted by the Director of Security Operations. The Director of the Office of Security Operations meets weekly with security contractors. Contracted security guards are required to follow all PHA policies and protocols in the performance of their duties. They are currently assigned to overnight shifts at three high-rise locations and can be deployed to other locations and shifts as needed.

Security Department Director and Associate Director

Responsibilities of the Office of Security Operations Director and Associate Director include scheduling and administrative oversight of the security program, maintaining and updating all records and other data related to police/security activity and operations in the PHA developments. This information is updated on a daily basis. The information generated is compiled in a PHU weekly police/security activity report, a monthly report, a fiscal year report and also a calendar year report. These reports are closely reviewed to identify trends in activity in and around public housing properties. On a monthly basis the Director and Associate Director attend the PHA Senior Staff meeting where security problems and possible solutions are discussed.

The Director and Associate Director attend management and resident meetings to discuss security concerns. There is close coordination between the Director, Associate Director, and department directors to maintain and ensure that new or future security measures will be effective. This is especially true for the education of residents (Resident Services), lighting and security systems (Facilities Management).

The Office of Security Operations Director and Associate Director have the responsibility to ensure that the PHA complies with Office of Healthy Aging and City mandates related to resident safety and safety education in the elderly/disabled high-rises. They are also responsible for the ongoing training of the security officers and the maintenance of department files and records.

PHA Fraud Investigator

The PHA Investigator is responsible for investigating fraud related complaints in both the PHA developments and Section 8/Leased Housing. The PHA Fraud Investigator is a retired Providence Police Officer with Public Housing Unit experience. The Investigator coordinates his investigations with numerous agencies such as the HUD OIG, the RI Department of Human Services and the US Attorney's Office as well as PHA Senior Staff and management offices.

Section 2: General Duties and Responsibilities

The PHU officers have the duty and responsibility to patrol all of the PHA family developments, high-rises, and scattered sites, as well as to address the problems of crime at specific locations. The PHU officers also assist in the training and supervision of the PHA security officers.

The patrol area of the PHU is quite extensive due to the number of PHA family developments, high-rises and scattered sites located throughout the City. Each type of development has challenges and trends that are particular to them and require specific strategies to address them. Six of these elderly/disabled developments are high-rises and are patrolled by the PHA security officers and are linked to the PHA security camera/alarm system.

PHA Development Patrol Areas and Locations as follows:

- | | |
|------------------------------|-------------------------------------|
| • Hartford Park | Hartford neighborhood |
| • Manton Heights | Olneyville/Manton neighborhood |
| • Chad Brown/Admiral Terrace | Wanskuck neighborhood |
| • Sunset Village | Wanskuck neighborhood |
| • Codding Court | West End neighborhood |
| • Roger Williams | Lower South Providence neighborhood |

The PHA High-Rise Area and Locations are as follows:

- | | | |
|-----------------------|-------------------|----------------------------|
| • Dexter Manor I & II | 100 Broad St. | Downtown neighborhood |
| • Kilmartin Plaza | 160 Benedict St. | West End neighborhood |
| • Parenti Villa | 25 Tobey St. | Federal Hill neighborhood |
| • Dominica Manor | 100 Atwells Ave. | Federal Hill neighborhood |
| • Carroll Tower | 243 Smith St. | Smith Hill neighborhood |
| • Hartford Tower | 335 Hartford Ave. | Hartford Park neighborhood |

Scattered Site Patrol Areas:

The PHA scattered sites are located throughout the City.

Additional Patrol Areas/Developments

The PHU additionally patrols or provides technical assistance to other privately owned high-rises and developments that have PHA Section 8/Leased Housing tenants. Examples are Lockwood Plaza, Sutterfield Homes, and Williams Woods.

Section 3: Police and Security Deployment

The PHU, PHA Security Dispatch Monitors and the PHA Security Officers provide security at different times of the day. There is some form of security coverage throughout a day,

that coverage being provided by one or more of the previously mentioned police and PHA Security personnel. The PHA Security Director and Associate Director are responsible for overseeing the scheduling and deployment of the police/security personnel to ensure that the needs of the residents are satisfied and that the identified high problem times are adequately covered.

PHU Officer Patrol Hours and Areas of Responsibility

The PHU officers are assigned to work 8 hours per day on their regular city time and work schedule and then, on average, 4 additional hours on PHA extended coverage time. This provides for a total of 12 hours per day of police coverage, availability, and visibility. All PHA hours are assigned to be worked before the police department scheduled hours. For instance, if the police department scheduled hours are 5:00pm to 1:00am (8 hours), then the PHA hours assigned to the officers would be 1:00pm to 5:00pm (4 Hours). The actual number of hours assigned to work for the PHA is dependent on the budget status of the PHA. There have been periods where the PHU officers have worked more hours on PHA time and there have also had to be less hours assigned due to budget constraints.

The PHU officers are currently divided into 2 teams consisting of two officers each. With the possibility of additional officer graduating the academy in the Fall of 2023 PHA may have an additional team assigned to the PHU. The teams are currently assigned to the following developments:

- Hartford Park and Manton Heights area
- Coddling Court, Wiggins Village (non-PHA property) and Roger Williams (Shared)
- Chad Brown, Admiral Terrace & Sunset Village

Each of the team's patrol area is located in one of the nine police patrol districts in the City, the district assigned being dependent on the location of the housing developments to be patrolled. PHU officers can respond to calls at public and private housing locations that are located outside the boundaries of their assigned districts. Since 2012, there has been a sergeant assigned to the PHU as overall "Officer in Charge" of the PHU team and the Sergeant works closely with the Security Director and Associate Director to provide appropriate strategic interventions, patrol plans, training, etc. for the PHA.

PHA Security Dispatch Monitor Schedule

There are two PHA Security Dispatch Monitors that are assigned the duty of monitoring the security system. The Security Dispatch Monitors are cross trained in the duties of the Facilities Management (FM) Dispatchers. The security system is monitored 24 hours a day 7 days a week by the Security Dispatch Monitors and by the FM dispatchers. The scheduling of the Security Dispatch Monitors requires that during several shifts during the week FM dispatcher monitor the system from their location.

The Security Dispatch Monitors are scheduled to work the following shifts:

- 8:00 a.m. – 4:00 p.m.
- 4:00 p.m. – 12:00 a.m.

In an effort to be cost effective, should a Security Dispatch Monitor call in ill or be on vacation the Facilities Management Dispatcher will monitor the security system from their office location. Should a Facilities Management Dispatcher be out sick or on vacation, the Security Dispatch Monitor performs their duties from the Facilities Dispatcher office and monitors the security system from that location.

Section 4: Police and Security Strategies

Various methods and strategies are used to address the problems of crime in the developments. These methods involve traditional policing practices, community policing strategies and also strategies that have been devised by the PHU officers to address specific place-based problems. Any strategy used must have the approval of the police department and also the PHA to ensure that it is responsive to the residents of the developments, effective, and operates within the legal guidelines for law enforcement.

PHU and Security Patrol Methods

The PHU officers practice two methods of patrolling the family developments and high-rises. These methods are vehicle patrol and foot patrol. Mobile patrol is the norm due to the extensive area that has to be patrolled by the PHU. Foot patrol is utilized to access those areas not easily accessible by vehicle or viewed from a vehicle and also areas/developments with high activity. The PHU officers practice random patrolling throughout the PHA developments. If there is an identified problem in a development or area of a development, it is patrolled more frequently. Patrol hours vary and are dependent on the police department designated hours with the PHA extended hours of coverage attached. Historically the police department hours and the PHA hours have allowed for a minimum of 12 hours of coverage per day.

The PHA security officers conduct roving patrols in a PHA security vehicle on a 24-hour basis at each of the 6 PHA high-rises and also conduct foot patrols of each building during a shift; security officers also provide a stationary security post if needed.

Visual patrolling is also conducted by the Security Dispatch Monitors through the use of the 271 cameras located in all the High-Rises and family developments.

Strategies Used for Addressing Identified Problem Areas

There are four tactics that are used by the PHU in addressing problems and they are as follows:

- **Zero Tolerance:** The problem area is identified and an increase in police visibility is implemented. The strict enforcement of all laws, city ordinances and traffic regulations are utilized to convey the message to the people responsible for the problem that all infractions of the law, including minor infractions, will not be tolerated. Historically this type of operation will result in the problem being greatly reduced or completely eliminated.
- **Monitoring of a Problem Area:** After a problem has been reduced or resolved the officers continue monitoring the problem area to ensure that the problem does not return. Property Management and residents are informed that if they see the people responsible returning to the area to notify the police immediately so the situation can be quickly addressed before it becomes a major problem again.
- **Use of Outside Enforcement Agencies:** The assistance of the Narcotics Division and the Detective Division of the Providence Police Department are used in addressing situations that require the specialized services of these Divisions and other specialized units of the department. This assistance may be needed in order to be effective against narcotics and such serious cases such as murder and other major crimes committed in the developments. The PHU also works closely with other outside law enforcement agencies such as the Rhode Island State Police, the FBI, ATF and the HUD Office of Inspector General. Periodically

the PHU and the PHA will become involved in long-term crime suppression operations, especially pertaining to drugs, with these various agencies. Collaboration with outside entities has proven to be very effective in reducing crime in the past. Beginning in June 2021, PHA was approved for submitting fingerprints electronically to the FBI. Submitting fingerprints electronically for new hires and applicants for housing programs who have out of state records allows PHA to have results within 24 hours.

- **Collaboration with PHA Property Management:** It has been the practice that the information and reports on any person arrested in any of the developments and police and security reports are forwarded to Property Management for follow up action. Depending on the seriousness of the offense management will decide on what lease enforcement or other action is to follow. One practice is the issuance of a No Trespass Order when a non-resident is arrested in a PHA development, especially for a serious offense.

Security Strategies

The security strategies are very basic, yet effective. The security officers are assigned to roving patrols at all high rises and are provided with information about security issues or concerns requiring attention. Security Officers provide services 24 hours per day, 6 days per week. On Sundays during the day, the FM dispatcher and PHA rover cover all of the City from 8a.m. – 4:00 p.m.; Security guards are again present on Sundays from 4:00 p.m. to 8:00 am on Monday morning.

Should a situation arise that requires an increase in security coverage for a particular building, officers needed to address the situation security personnel will be assigned.

Section 5: Community Relations

The ability to maintain strong community relations is mostly determined by the attitudes of both the police and the residents. The primary mission of any police officer or department is the detection and suppression of crime and the identification and apprehension of criminals. The more the community assists and supports the police, by reporting crimes and assisting in identifying those engaged in criminal activity, the quicker most of the problems of crime in that community will be addressed and reduced. Trust is a major ingredient needed to establish a good solid relationship between the police and the community.

Relationship between the PHU Officers and the Residents

The PHU is basically a community policing-oriented unit. The officers that patrolled public housing in the early 1970s were in fact called Community Protection Officers. This evolved into the PPD Public Housing Unit officers.

The overall relationship between the PHU officers and the residents of the housing developments appears to be one of trust. There are several reasons this relationship exists. The primary reason is due to the length of time some of the PHU officers have been assigned to the PHA developments. Because they have spent so much time in one place, they have the ability to establish relationships with the residents. Historically the majority of officers that have been assigned to the PHU remain with the unit for an average of 5 years and some even longer. The primary reason for an officer to leave the unit is promotion within the police department. For instance, if a PHU officer takes the

sergeants exam or the detective exam and successfully completes the process, that officer will be transferred from the unit upon promotion to that rank/specialty. Also, some of the officers have transferred from the PHU to other specialized units such as the narcotics division. It is actually a good thing that some of the PHU officers move on to other areas of the department. It allows for officers who are highly experienced in providing community policing services in public housing communities to spread that knowledge throughout the department as a whole and the to the area of the Department to which they are currently assigned.

The PHA Director of Security Operations is also a retired PPD officer and was assigned to the PPD Public Housing Unit for his last 13 years as a PPD Officer. The Associate Director of Security Operations resided in the Manton Heights housing development for 32 years. The Associate Director brings a valuable resident perspective to security and crime prevention and the Associate Director's long-standing relationships with tenants in the high-rises and developments foster trust between PHA residents and security operations staff.

The relationship between the community and the PHU officers becomes extremely important when incidents involving the police locally or nationally show law enforcement in an unfavorable light. The instances would normally place a strain on the general relationship between the police and the community. The PHU officers have never hesitated to explain or discuss controversial police actions with the residents and in effect engage in an exchange of views and opinions. Most of these exchanges are informal but are usually a learning experience for both the police and the residents. To assist in reinforcing the relationship between the PHU officers and the residents, especially the youth of the developments, the officers periodically organize hot-dog roasts during the summertime along with other youth-oriented events. At other times, during the Thanksgiving holiday season for instance, the officers distribute food baskets to the more needy families. The baskets are solely donated by the PHU officers. During the Christmas season the PHU officers also seek toy donations to distribute them to the children of the developments.



It should be noted that due to the relationship with the residents, many have voluntarily furnished information pertaining to criminal activity. This information has greatly assisted the officers in their effort to combat crime in the developments. The PHU has also established a reputation in the developments that the officers will go that "extra mile" to assist a resident in need of advice, help or any other type of assistance.

A PHU Sponsored Hot-Dog Roast In A Family Development

Providence Housing Authority, Public Housing Unit, and Providence Police Department Involvement in Community-Based Strategies in Policing



The Office of Security Operations and the Providence Police Department collaborate to provide the Youth Police Initiative or YPI. YPI is a community-based intervention program delivered by the National American Family Institute, intended to bring about positive changes in relationships between police departments and local at-risk youth. The program engages at-risk youth ages 13-18 with the police officers who patrol their neighborhoods in a four-week interactive training program that seeks to prevent gang

involvement, reduce crime, limit delinquency among city teens experiencing conflict, and build trusting relationship between residents and law enforcement. For youth, the program teaches conflict de-escalation skills, dispels negative stereotypes of law enforcement officers, and leaves youth with a greater understanding of the responsibilities and challenges faced by police officers. The program leaves officers with a greater understanding of youth and the challenges they face, and serves to dispel negative stereotypes of urban youth.

Since YPI introduction in 1999, the PHA has run numerous YPI trainings affecting numerous PHA youth and 70 police officers. This program's successful outcomes and wide-spread positive press was enabled by long-term, successful partnerships and aligned visions with various local and state policing agencies.



The YPI program led to NAFI's **Youth Leadership Academy (YLA)** designed as the more intense next step for YPI graduates that involved leadership, conflict resolution and civic engagement activities that will better prepare them for becoming positive role models and achieving their career goals and job readiness. This program has also exhibited major successes and strides in our PHA youth community and police officer relationships.

In Fall of 2022, the Providence Police Department and the PHA established a Friday night and Saturday morning Open Gym Initiative at Manton Heights serving the Manton Heights and Hartford Park developments. The target population is youth ages 5 – 17. Response to this new program has been strong and PHA plans to augment this recreational program with other activities that introduce STEM learning opportunities for youth. In December 2022, PPD donated \$10,000 worth of sneakers and clothing and distributed it to 120 participating PHA youth.

Youth Programs such as the Youth Police Initiative, Youth Leadership Academy, and Open Gym have proven to assist in cementing a good relationship between the officers and youth. The continuation of such programs requires funding so the PHA's Security Operations, Resident Services Department and Executive Office actively search for additional funding opportunities to continue/expand these vital programs within the PHA developments and Providence community.

Relationship between PHA Staff and the Police/Security Personnel

The relationship between the officers of the PHU and the PHA staff is well established. Through the combined efforts of the PHU officers, and the PHA, the quality of life for the residents has substantially improved. A recent review of crime statics for the City of Providence by the PHA revealed drastically lower rates of crime at PHA properties compared to the neighborhoods in which they are located. This was mostly attained through the constant exchange of information between the PHA and PHU, and the ability to address the problems together as a team. Over the years the PHU and its officers seem to have become accepted members of the PHA family.

Section 6: PHA Staff and Security Guard Training

The PHA has recognized that awareness is a key element in the detection and prevention of criminal activity. All staff members of the PHA, regardless of job assignment, are trained in the methods and tactics used to detect and prevent crime.

PHA Personal Safety and Security Training

Periodically employees of the PHA are provided with the PHA Personal Safety and Security Training. The goal of this training is to not only emphasize awareness of crime detection and prevention tactics, but to also define what crime actually is, its impact and the threats posed by the criminal element. This has evolved from a training the PHA previously developed in partnership with the Office of Healthy Aging when it was known as the Department of Elderly Affairs, and which the PHA conducted training on for other housing providers.

The Rhode Island Office of Healthy Aging Security Guard Training Program

The PHA was the designated agency that provided training specifically addressing the needs of security officers that are assigned to patrol high-rises. The PHA produced a *Security Officer Manual* and a training program for all security agencies/officers assigned to PHA High-Rises. This training is an eight-hour course that continues to be used as the basic training for all PHA Security Officers.

The training topics discussed at these sessions addresses the following:

- Participating agencies
- Training concept
- OHA Rules and Regulations Governing Security for Housing for the Elderly
- Security procedures
- First aid

The Security Procedures section specifically addresses topics such as:

1. Security Regulations and Procedures
2. Techniques of patrol
3. Communications
4. Crime Prevention
5. Alarms
6. Bomb Threats
7. Emergency Procedures and Fire Control
8. Dealing With Difficult Situations & Crimes Against the Elderly
9. Laws and Evidence
10. Theft and Pilferage
11. Use of Public Areas

12. Doors, Hallways and Other Property
13. Monitoring
14. Safety Procedures
15. Report Writing
16. Uniform, Grooming and Appearance
17. Public Relations
18. General Sensitivity

The Rhode Island Office of Healthy Aging no longer requires the training as a security guard requirement, however, the PHA continues to train its security officers to this standard. In addition, all security staff participate in PHA Security Guard Training.

PHA Security Guard Training

The topics and sub-topics discussed during this training are as follows:

- Crime Detection and Prevention
 - Types of crime
 - Who profits from crime?
 - What crimes do you fear most?
 - How to prevent being a victim of crime
- Types of Weapons
 - Different types of weapons
 - Rhode Island weapons laws
 - PHA Weapons Policy
- Violence in the Workplace
 - Who may be at risk and why?
 - Intervention procedure
 - Post-Incident procedure
 - Entering apartments
 - Working on the grounds
 - Licenses
 - Vehicle safety
- Tactics and Tips to Assist in your Safety and Security
 - Principals of survival
 - Six major concerns of personal safety
 - Cover and concealment
- Planning Defensively
 - Security in the home
 - Security in the neighborhood and about
 - Security at work
 - Security measures when traveling locally
 - Security measures when traveling long distance and abroad
- Terrorism
 - Definition of terrorism
 - Terrorist group categories
 - Types of terrorist attacks
 - Prevention measures
 - Evacuation or Basic Bug Out Bag
- Substance Use Disorders
 - Overdose prevention training and issuance of Narcan nasal spray
 - Behavioral Health

- Mental Health First Aid and Trauma Informed Practices
- De-Escalation Techniques

This training, presented with the use of a PowerPoint presentation and the use of various training aides, is conducted by the PHA Security Director, Associate Director or a PHA designee. The Security Director utilizes his police experience and training, along with his knowledge of the PHA and recent research and data trends, to keep this training as realistic and updated as possible. Additional training topics listed are provided by instructors from the PHA's Wellness Resource Center, including a licensed independent clinical social worker, a substance abuse specialist, and a VOCA Community Safety Coordinator.

Additional Training

Periodically, the PHA will offer trainings on relevant topics pertaining to current events or concerns. Examples of these training topics include Naloxone interventions and preventing opioid overdose, active shooter training, etc. The ability to offer these opportunities is budget dependent but allows the PHA to remain flexible in its provision of professional development to its staff and security team members.

Section 7: Resident Safety and Education

The PHA takes an active part in the safety, education, and training for the residents of all PHA developments. New residents at orientation are instructed in the different methods to report crime or suspicious activity (such as contacting PHU officers through the PHA's Office of Security Operations) and how to call the police for emergencies should they need police assistance.

Residents are instructed to contact the police in the following manner:

- In an extreme emergency dial 911
- The telephone number for the Providence Police is 272-1111
- After dialing 911, or the police department, and giving the necessary information the residents are instructed and encouraged to call the PHA Security Dispatcher at 421-6980
- If a tenant needs to speak with a PHU officer for advice, information or a non-emergency that can contact them at their office telephone number, also 421-6980.

Residents are especially encouraged to call the PHA Office of Security Operations to report suspicious activity and/or quality of life problems. The PHU officers will usually receive these non-priority calls in a more-timely fashion from the PHA dispatcher than from the police department dispatcher.

Resident Engagement

The PHA has a Resident Advisory Board (RAB) that meets monthly with the PHA, and its members assist the PHA in planning and guiding the agency's work. Members are elected by their respective communities and bring a resident perspective on planning and delivering a range of services, including security services. These monthly meetings provide a forum for resident representatives to bring forth any concerns impacting their community, including safety and security. Throughout the year, the Office of Security Operations makes formal presentations about security and safety at RAB meetings. These trainings are accompanied with handouts that RAB members can provide to the residents of the developments they represent. At times, police officers and other entities

may join these meeting to provide a presentation or information. As an example, a representative of the Office of the RI Attorney General provided a training to the RAB about presenting oneself from fraud and financial exploitation in June of 2021.

The PHA looks forward to resuming monthly Tenant/Management meetings at each building when Covid restrictions ease. These monthly meetings, in which the Security Department is an active participant, provide a site-based opportunity for residents to make PHA aware of security concerns and for the PHA to provide update information about new security programs or measures and training about crime prevention. Over the years various agencies, such as the Office of the Rhode Island Attorney General, have given presentations to elders and persons with disabilities in the high-rises. These agencies provide this training when conditions exist in the community that put residents at risk of victimization by crime.

At the family sites the youth are given instruction on fire safety, which is presented by a representative of the Providence Fire Department.

In the high-rises, the PHA Safety Committee, Property Management (PM) and Strategy and Development Departments (OSD) organize and present security/safety presentations at each development annually. These presentations instruct the residents on individual security, building security and fire safety. It should be noted that PHA requires residents who have had a fire in their unit to participate in a PHA fire safety workshop.

During the summer, the Office of Security Operations was a prominent presence at PHA community outreach events, known as *Get Connected*, and staff provided educational materials, ranging from the importance of reporting specific behavior to PHA and police, to elder safety, to fraud prevention.

In 2021 and 2022, The Office of Security Operations and the Office of Strategy and Development engaged residents of all PHA developments in a safety and security survey; the results of these surveys informed place-based strategies for enhancing safety and security at PHA properties.

Section 8: Goals, Objectives, and Performance Indicators

In 2020, PHA adopted a Five-Year Strategic Plan with four over-arching goals including: 1). Identify and Pursue Opportunities to Preserve and Expand Affordable Housing; 2) Provide Safe and Healthy Communities with Pathways to Vibrant Futures; 3) Cultivate, Enhance, and Evaluate Strategic Partnerships; and 4) Continuously Improve PHA Management and Operations. The Providence Housing Authority's Strategic Plan lists all the PHA strategies and actions assigned to each department. (A copy of the PHA Strategic Plan 2020 – 2025 can be viewed at the PHA's website at www.prohousing.org.) A key strategy under Goal 2 is to enhance security on PHA properties, with corresponding activities involving conducting comprehensive security assessments, researching best practices, and revising the security plan to reflect new and emerging trends in safety and security. The security section of the Strategic Plan incorporates the Security Operation Department's goals and objectives. The following topics are what the PHA and the security department considers the most important goals and objectives involved in providing security services.

Maintaining an Appropriate Level of Security

A primary goal of the PHA is to maintain an appropriate level of effective security in both the high-rises and the family developments.

In the **high-rises** 24 hours security services are provided by both the PHU officers and the security staff. The PHU officers are responsible for responding to calls for service from the high-rises. The PHA Security Officers are assigned to patrol the high-rises. The Security Dispatch Monitors also keep the buildings under camera surveillance 24 hours per day.

The **family developments** are patrolled by the PHU officers, on average 12 hours per day. The officers are assigned to patrol the hours that have been identified as having the most problems. It has been recognized by the PHA and the police department that police visibility is a key element in both resolving issues of crime and prevention of crime

Timely Information Referred to Decision Makers.

There is a strong partnership between the PHU officers, the security and other PHA staff, especially Property Management Department staff. The information contained in the police and security daily reports are placed in a database and a weekly report of all police and security activity is produced and sent, via e-mail, to appropriate PHA staff. The weekly reports serve to alert staff about problems, or potential problems, which exist in their developments. These staff members can then decide what action to take to assist the police and security in finding a resolution to the problem. If a serious incident takes place, all of the information pertaining to that incident is immediately delivered to the appropriate staff member so that the particular problem can be addressed without delay.

The Security Director and Associate Director attend monthly senior staff meetings where there is an opportunity involving all departments to discuss challenges. The Security Director and Associate Director are in constant contact with the Executive Director, other Directors and Associate Directors and other PHA staff in an effort to address an identified or potential problem while that problem is still manageable.

Image of PHU and Security

The police officers of the PHU practice a form of policing that utilizes both conventional and traditional policing tactics and community policing tactics. This form of policing has been successful and appears to have satisfactorily addressed both the needs of the staff and the residents of the developments. Since many of the PHU officers have served in the unit for a lengthy period of time, they are thoroughly familiar with the residents and in most cases with those residents with particular problems or needs. The image that the PHU strives to promote is that the officers are approachable and that they will take that extra step to address a problem. The goal is to address the problem of crime successfully, but by not being invasive when dealing with law-abiding residents. For instance, when a development is experiencing a problem the PHU officers have the ability to move into that area and address the problem swiftly due to their ability to focus on the problem causers. This is due to the fact that the officers have relationships with residents and have a familiarity with persons who live in a development and those who do not, allowing them to focus on persons responsible for actions negatively affecting the community.

Realistically, it is the day-to-day contacts that promote the image of the PHU officers. Accessibility to the officers and their positive and courteous demeanor and attitude when dealing with the public is the key ingredient in promoting a positive image.

Participation in both the YPI and YLA Programs assist with the relationship between the PHU, police district officers and the resident youth.

Crime Prevention Information

The most effective means to prevent crime, or reduce the incidents of crime, is to assist the staff and residents in recognizing problems or potential problems and to ensure that they have the ability to report their suspicions and take actions to protect themselves. The PHA staff has been trained in recognizing crime and criminal activity through their attendance of the *PHA Personal Safety and Security Training* session.

The residents are given crime prevention information during new resident orientation and in Resident-Management Community meetings. Additionally, PHA disseminates crime prevention and security alert brochures and mass messages to alert them to any security or safety issues that may impact them. The police officers of the PHU visit all developments regularly and alert the residents to problems taking place in the area with information mostly distributed on a one-on-one informal basis and periodically at a formal meeting. The security staff that are assigned to the high-rises are alerted to any problems that are occurring in their assigned buildings and they alert the residents to the problem accordingly. Management and Facilities Management staff are alerted to any serious problems occurring in their developments. If residents have a particular security related concern, the Office of Security Operations Director, Associate Director and/or a PHU officer will attend the Resident-Management Managers meeting to discuss the problem or, if it a serious concern, a security meeting with the residents will be conducted.

Performance Indicators

The Security Department has established 20 key performance indicators addressing and monitoring the performance of General Administration, Manpower/Patrol, Crime/Activity Analysis, Resident Background Screening, PHA Security Officers, Security Dispatch Monitors and Public Affairs.

The key performance indicators for **Security Operations General Administration** insures the following:

- Standard Operating Procedures Manual is up to date
- Monthly Management and Annual Reports are completed
- Weekly Duty Schedules are prepared

Key performance indicators for Security Operations **Manpower/Patrol** attempts to achieve:

- A minimum of 12 hours per day of PHU policing coverage
- Tracks the total crimes reported to the PHU
- Tracks arrests made for both Part 1 and 2 offenses
- Number of Radio Calls responded to
- Compares PHA crime rates to those of surrounding neighborhoods

The only performance indicator for Crime/Activity Analysis pertains to conducting a security analysis of all PHA properties. Resident Background Screening also has only one key performance indicator that being percentage of prospective residents screened for criminal background (100%). The key indicators for the PHA Security Officers address the number of elderly-disabled high-rises with roving and foot patrols each day. The Security Dispatch Monitor key indicators pertain to the average coverage hours per week and

the time taken to forward security violations and police reports to property managers for action. Public Affairs has only one key indicator that being the percentage of PHA resident-management meetings at which a PHU officer is present to participate.

The above represents the key performance indicators only. There are more indicators that are monitored to insure the smooth and effective operation of the Security Department.

Section 9: Funding Development

HUD's Public Housing Program and other supporting funding sources, such as the RI Office of Healthy Aging Housing Security Grant and HUD grants, which sustain and augment the PHA's Security Operations Office staffing, activities and equipment can be unpredictable. In addition, the reduction in local police department resources and budgets can be problematic to PHA's Public Housing Unit resources. The importance of providing safety to the PHA residents and the surrounding community as well as the unpredictable financial environment necessitates the Office of Security Operations to seek out new funding opportunities. In order to successfully position this office to increase funding prospects, the staff will:

- Monitor federal, state, municipal, and foundation funding opportunity announcements regularly in order to be abreast of additional funding sources for security measures, with support of the Office of Strategy and Development.
- Continue to meet regularly with the PPD and other outside anti-crime agencies to discuss possible grants, programs, or funding opportunities
- Continue to coordinate and collaborate with relevant PHA department/offices in order to research available programs or grant notices of funding relevant to safety/security
- Identify when the PHA's non-profit organization may be utilized as a fiscal conduit for grants available to non-profit organizations
- Seek new partnerships that may enhance the service to the Providence community
- Continue to track and monitor security and crime data in order to establish records that are required and enrich funding/grant applications

Section 10: Reporting, Data-basing of Information and Analysis

The collection of police/security data is compiled in several ways. Data are collected and reported by daily, weekly, monthly, fiscal and calendar year reports.

The specific reports are:

Daily Activity Report (DAR)

The PHU reports on their daily activity in the Daily Activity Report. All activity generated by the officers such as arrests, dispersals, types and locations of radio calls and the originating dispatcher (PPD or PHA) are entered in this report. The Daily Activity Report is an important report because additional reports are generated from the data included in the DAR. All arrests entered in the activity report are entered in the PHU Arrest Database on a daily basis and all activity entered that occurs in the PHA developments are entered in the PHA Police Activity Database on a daily basis.

The PHA Security Officers also submit a daily report which is entered into the PHA Police Activity Database. Information entered on these reports that require immediate action by PHA staff is immediately forwarded to that staff via e-mail.

Weekly Activity Report (WAR)

At the end of each week the Security Director, Associate Director or a member of the staff gathers the information in the PHA Police Activity Database to complete a weekly report. The report is generated using an Access program and then forwarded via e-mail to the PHA Executive Director, Director and Associate Director of Property Management, Director and Associate Director of Facilities Management, other PHA Directors, all PHA site managers and other select staff. Those in receipt of these reports possess information on all police/security activity and problems from the previous week. After reviewing these weekly reports, managers can determine if and when further action on their part is required.

Monthly Management Report

The Monthly Management Report (MMR) is divided into nine separate reporting forms. **(See Appendix A)**

The first page of the MMR contains the activity summary for the month, which includes the arrests made, the offenses reported and the number of those apprehended for those offenses. This first summary page also lists the major incidents that occurred, and the numbers of vehicles tagged or towed by the police or security staff.

The second page contains the PHU Monthly Part 1 and Part 2 Crimes Cleared by Arrest. This report also contains the monthly PPD and PHA radio call information, motor vehicle summons/tags issued, dispersals, lease violations, meetings attended and eviction hearings. This data is broken down by individual development.

The third page of the MMR contains the PHU FY Year-to-Date information for all issues contained in the monthly report.

Page four of the MMR contains the PHU Monthly Crime and Incident Report. This report contains all of the Part-1 and Part-2 crimes reported to the PHU for that month.

Page five of the MMR contains the PHU FY Year-to-Date Crime and Incident Report. This report contains all of the Part-1 and Part-2 crimes reported to the PHU for that current fiscal year.

The sixth page of the MMR is the Monthly Security Work Order Report. This report contains all of the calls addressed by the Security Monitor Dispatchers. These calls are broken down by development and into the following codes:

- **Code 1:** The number of responses by the fire department to fires, fire alarms or medical emergencies
- **Code 2:** Violations of the building's security regulations, such as exiting an emergency door, or leaving an apartment door open. Usually detected and reported by PHA security guards or Security Dispatch Monitors observing or reviewing security cameras.
- **Code 3:** An act or incident requiring the presence of a uniformed Providence Police officer that is not entered on the PHU Daily Activity Report. Usually, a call

monitored on a scanner by the PHA Security Dispatch Monitor or called into the PPD by the monitor when the PHU officers are off duty.

- **Code 4:** An act or incident, such as a minor disturbance between residents that the PHA Security Officer can resolve without the police. Also includes security or safety concerns/issues reported to the security guards.

Page seven of the MMR contains the Monthly Fraud Investigation Report, the Monthly BCI Checks report, the BCI Checks Year-to-Date Report and VOCA referrals and Year to Date referrals. Those individual reports track the following:

- **Monthly Fraud Investigations Report:** Tracks any and all fraud investigations conducted by the PHU or security personnel during that month.
- **Monthly BCI Checks:** Records the BCI checks conducted during the month. The BCI checks are tracked by employee checks, housing applicant checks, and also contains the number of applicants fingerprinted who need a more extensive criminal background check with the FBI.
- **BCI Checks, Year to-Date:** Records the fiscal year-to-date number of criminal background checks and those who needed being fingerprinted.
- **VOCA-Victims of Crime Advocate, Monthly and Year to Date:** Records the referrals done to the VOCA from PPD responses and reports and security incident responses.

Page eight of the MMR contains the Monthly Access Cards Issued report and the Access Cards Issued Year-to-Date. The Monthly Card Access Report contains the number of access cards produced and distributed to employees and residents for the month, while the Access Cards Issued Year-to-Date report contains the number of cards produced and distributed to employees and residents during the current fiscal year.

Fiscal Year Report

The Fiscal Year Report is the PHA's yearly report beginning July 1 and ending on June 30. The Fiscal Report incorporates reports from all PHA departments with the Office of Security Operations having its own section. The Security Section of the fiscal report contains the MMR totals for the fiscal year. This report also contains a narrative that outlines the status of the following:

- Status of the PHU and security personnel
- Equipment
- PHU activity (arrests and other) for that period which is generated from the MMR information
- Identification of primary problems
- Actions taken to address/resolve the problems
- Analysis of statistical information

Calendar Year Report

A Calendar Year Report is a summary report prepared for the Providence Police Department that contains the calendar year activity information for the PHU. This report is prepared for the police department due to the fact that their fiscal year covers the period from January 1 to December 31. This report contains the identical statistical information as in the PHA Fiscal Year Report however covering the calendar year period.

Through the use of these reports the PHA and the PHU can readily identify the most problematic areas or developments and the types of crime occurring at these locations. Once it is indicated that a problem exists in a particular development, the PHU and the PHA can devise a plan of action to address/resolve the problem. The type of action taken is dictated by the specific types of problems or crimes being committed that have been identified. For instance, an increase in a narcotics problem in a particular development, and an increase in the crimes associated with the drug problem, would indicate the type of action to be taken by the police to address the problem, such as a "Zero Tolerance" operation (see table below).

Report Distribution Table

Type of Report	Frequency	Executive Director	Managers	PPD	Security Directors	Public
Daily Activity Report	Daily	Yes		Yes	Yes	
Weekly Activity Report	Weekly	Yes	Yes		Yes	
Monthly Managers Report	Monthly	Yes	Yes	Yes		
Fiscal Year Report	Annually	Yes	Yes	Yes	Yes	Yes
Calendar Year Report	Annually	Yes		Yes	Yes	

Section 11: Supporting Manuals and Reports

The PHA and the Office of Security Operations have several manuals and reports related to security and emergency operations. These reports and manuals address operational procedures, emergency procedures and statistical information and analysis. These supporting manuals and reports are as follows:

PHU & Security Office Operations Manual

The PHU & Security Office Operations Manual defines the daily, weekly, monthly, and annual duty and reporting requirements for this department. This manual also lists all of the computers located in the office and a description of their use. Databases are defined along with the information management protocol. The sections of this manual are as follows:

- Section 1: Daily Duties and Reports
- Section 2: Weekly Duties and Reports
- Section 3: Monthly Duties and Reports
- Section 4: Quarterly Duties and Reports
- Section 5: Fiscal Year and Calendar year Duties and Reports
- Section 6: Office Computers
- Section 7: Databases
- Section 8: Information Management

- Appendix: To include Staff Primary Duties, Primary Daily, Weekly, Monthly & Annual Duties and Responsibilities and Security Monthly Management Forms

This manual provides a guide for all office personnel to follow in order to ensure that all duties and responsibilities, especially administrative, are successfully completed. This manual also serves as a guide for the department should key personnel be absent during the times when key reports are due or primary duties to be performed.

Security Dispatch Monitor Operating Procedures Manual

The Security Dispatch Monitor Operating Procedures Manual specifically addresses the duties and responsibilities of the Security Dispatch Monitor/dispatcher staff. This manual is divided into the following sections:

- Section 1: Primary Duties and Responsibilities of PHA Security Dispatch Monitors
- Section 2: Security System Defined
- Section 3: Starting and Launching (the system)
- Section 4: Door/Siren Control
- Section 5: Remote View
- Section 6: Reports Suites
- Section 7: PHA Security Dispatch Monitor Operating Procedures
- Section 8: Emergency Contact Personnel and Numbers
- Section 9: First Line Remote View
- Appendix 1: Quick Action Reference Guide
- Appendix 2: PHA/PHU Police/Security Radio Call List
- Appendix 3: Emergency Contact Telephone Numbers
- Appendix 4: Labeling of Captured Video
- Appendix 5: Security Dispatch Monitor Shift Responsibilities

This manual allows for a quick reference guide for the Security Dispatch Monitors and also the Facilities Management dispatchers as a refresher or quick reference guide.

Emergency Operations Manual

The Emergency Operations Manual serves as a guide for all PHA staff and employees in the event of a severe weather-related incident, natural disaster, man made disaster or a serious crime related incident. This manual includes historical information and probability and vulnerability analysis to determine the probable events that the PHA may encounter and should prepare for. The Emergency Operations Manual establishes procedures for dealing with the following events:

- Hurricane
- Tornado
- Blizzard or Severe Winter Storm
- Severe Thunderstorm
- Earthquake
- Extreme Heat Wave
- Extreme Cold Weather
- Hazardous Materials Incidents
- Natural Gas Leak
- Water Main Break
- Extended Power Outage
- Fire

- Explosion
- Structural Failure
- Bomb Threat
- Civil Disorder
- Hostage Situation
- Workplace Violence

The Appendix of this manual contains the following information:

- Evacuation Procedure
- Pre-Storm Check List
- Sit Rep Radio Log
- Site Crew Sheet
- Damage report Radio Log
- Damage Assessment Report
- Bomb Threat Report
- The Salvation Army/Providence Canteen Truck's General Operations Plan
- Emergency Telephone Numbers
- Resident Notices
- Development Site Maps
- Aerial Photos
- Evacuation Floor Plans

This manual provides a guide for all PHA personnel to address an event before it occurs, during the event and after the event. This manual is very well thought out and is periodically revised should any procedure be subject to change due to input from emergency response organizations.

Annual Reports

The PHA Annual Report is based on the fiscal year which covers the period beginning July 1 and ending on June 30th. This annual report contains statistical information and analysis for the period along with information pertaining to the staffing of the police and security unit and the equipment. All Part-1 and Part-2 Arrests and Offenses Reported are totaled for the year and then an analysis is conducted to determine information such as the most active months and the most common types of crimes encountered. Security Work Orders are tabulated and reviewed to determine the most active developments. In addition, the total number of BCI checks, persons finger-printed and access cards produced for this period is contained in this report.

The annual report information is utilized to determine trends in criminal activity not for just a particular year but for an extended period of time. This information and analysis assist in determining the deployment of both police and security personnel to effectively address the problems.

Section 12: COVID-19 Response

Security Personnel:

- During the Covid-19 pandemic, the Office of Security Operations played a critical role in PHA operations, including providing security at testing and vaccination clinics, enforcing safety protocols and mask wearing, and providing services in a Covid-safe manner. If there is a resurgence of the Covid-19 pandemic or other

- public health emergency situation, staff from the Office of Security Operations can be easily deployed.
- All staff have received training concerning PHA's Covid safety protocols and other protocols related to other infectious disease situations.
 - PHA guards continue to remind tenants and guests of no loitering in the common and lobby areas.

Section 13: Fostering Prevention and Community Wellness

Wellness Resource Center

In 2019, and with funding from the U.S. Substance Abuse and Mental Health Services Administration through RI Department of Behavioral Healthcare, Developmental Disabilities & Hospitals, the PHA launched the Wellness Resource Center. The Wellness Resource Center is a holistic approach to healthy living in public housing that includes community health outreach and education, access to mental health services, support for victims of crime, addiction treatment and counseling, case management, referral to outside agencies, and access. The Center's Critical Incident Response Team, an interdisciplinary team, is activated to address incidents in which a resident's behavior is such that his/her action represent a threat to the health or safety of self or to other residents.

Whenever the Office of Security Operations notes an incident in security guard officer or police reports that involves behavioral health issues, those incidents are referred to the Wellness Resource Center for follow-up action with the resident.

Monitoring PPD & Fire incidents for PH and S8 addresses:

- The Office of Security Operations continues to monitor the PPD and PFD radio systems and checking the PPD and PFD reporting systems. The Overnight PHA rover and FM dispatch have PPD and PFD scanners.

Coordinating with PPD, PFD, Victims of Crimes Act Grant staff, RSD, Property Management and PHA staff to address and monitor safety and behavior:

- PHA security guards are continuing to have roving patrols on the 3 shifts, 8am-4pm, 4pm-12am and 12am-8am. They are responsible for roving the 6 High-Rises and checking lobbies, exterior of the buildings, parking lots. They also respond to security calls. If needed they will provide a stationary post at the High-Rises.
- The Office of Security Operations and PPD PHU meets daily for any issues at the PHA family developments and high-rises.
- The Office of Security Operations continues to work with OSD in researching the databases, report systems and reviewing security video for complaints or issues from resident leaders and other tenants. OSD are asking residents that the PHA be notified of complaints in a timely manner. Security is in contact frequently with OSD to address these complaints or issues.
- The Office of Security Operations continues to contact the PHA's Wellness Resource Center, especially the VOCA Community Safety Coordinators for cases where PPD or Security have responded for domestic violence-related calls or for calls where an intervention may be needed, such as overdose incidents.

- The Office of Security Operations works in direct collaboration with the Property Management Department to address problematic tenant or guest behavior and develop safety and security strategies.

Tracking activity:

- Daily activity of PHU, PPD, PFD and PHA Security is continuously databased and sent daily to Directors.
- Office of Security Operations reviews PHA security guard reports and is in frequent contact with PHA management.

Section 14: Supporting Victims of Crime

In 2019, PHA was awarded a Victims of Crime Act Grant from the RI Department of Public Safety to support the position of Community Safety Coordinator (CSC); subsequent grants have continued to support this position and the addition of two additional CSC in 2022. The CSCs works closely with the Security Department to identify and outreach to victims of crime and link them to programs that aid in the recovery from the experience of victimization by crime. The CSCs are employees of the Resident Service Department and are members of the PHA's Wellness Resource Center (WRC). The CSCs work in collaboration with other disciplines at the WRC, including the Substance Abuse Specialist, Licensed Clinical Social Worker, and Community Health Outreach Worker.

Section 15: Summary

As the information in this Security Plan indicates, police and security operations conducted in the PHA developments are quite extensive and have proven to be successful. The security of the PHA's developments is achieved through the combined efforts of the police officers assigned to the PHA, PHA security staff, other PHA staff and the residents of the developments. Many of the strategies used to address and reduce the problem of crime in the developments have proven to not only be successful, but also acceptable by the residents themselves.

It is the goal of the PHA to continue to provide an appropriate level of security and police services to the residents of the developments. The success or failure of that goal in the future will be dependent on the motivation of the police and security staff, federal funding for personnel and the equipment needed and the continued personnel and other assistance provided by the Providence Police Department.

Appendices

Appendix 1: Security Monthly Management Report

Security Section MMR Page 1 Summary

Office of Security Operations

SUMMARY

For the month of December 2020, the Public Housing Unit apprehended a total of 1 individual for a total of 10 criminal offenses. In addition, the officers effected 2 dispersals, 2 summons issued, and attended 33 meetings. The officers of the unit also responded to 90 Providence Police Department radio calls and 8 PHA dispatcher radio calls.

Of the 1 individual apprehended by the PHU officers, 1 individual was apprehended in PHA development for a total of 13 criminal offenses that occurred in the development. Of the 2 dispersals, (2) both were affected in the PHA developments and there was 2 summons issued in the developments. Of the 80 police department radio calls, 37 were for incidents in the PHA developments. Of the 8 PHA radio calls, 8 were for incidents in the PHA developments.

MONTHLY ARREST SUMMARY

Location	Number of Offenses Reported	Number of Offenses Cleared by Arrest	Number of Individuals Apprehended
PHA Family Developments	13	10	1
PHA Elderly/Disabled High-Rises	1		
Subtotal	14	10	1
Other HUD Locations			
Other City Locations			
Subtotal	0	0	0
Total for the Month	14	10	1

The most serious incidents or activity in the housing developments for this month were as follows:

Also, in the month of December 2020, 33 vehicles were towed from PHA developments and 15 were tagged.

- On 12/10/2020, a Hartford Park tenant was charged with 1 Count of Possession of MDMA (Ecstasy) with Intent to Deliver and 1 Count of Possession of Marijuana with Intent to Deliver after a drug investigation. The information was forwarded to HP management.
- On 12/13/2020, a Section 8 tenant was shot in the back during a house party at her house. There was a problem with some males that came to the party and they were asked to leave. 20 shots were fired. She was released from the hospital and PPD Detectives have been in touch with her. The information was forwarded to S8 management.
- On 12/15/2020, a Chad Brown tenant was charged with 1 Count of Shoplifting after she was arrested with \$444.14 of stolen merchandise from Walmart. The information was forwarded to CB management.
- On 12/23/2020, a non-tenant was arrested at his sisters apartment at 335 Hartford Ave and charged with 1 Count Of Domestic-Simple Assault, 1 Count of Obstructing Police and 8 active Superior Court warrants. The victim was also a non-tenant.

PHU MONTHLY PART 1 AND 2 CRIMES CLEARED BY ARREST

Incident	Hartford Park	335 Hartford	Manion Heights	Chad Brown	Roger Williams	Coddling Court	Dexter Manor	Parenti Villa	Kilmartin Plaza	Dominic a Manor	Carroll Towers	Scattered Sites	Subtotal	Other HUD	Other	Total
PART 1 CRIMES																
Murder																
Rape																
Robbery																
Assault																
B&E																
Larceny																
Motor V. Theft																
Subtotal																
PART 2 CRIMES																
Simple Assault	1											1				1
Stolen Property																
Malicious Mischief																
Weapons Off																
Prostitution/Vice																
Other Sex offenses																
Narcotics																
Gambling																
Family & Children																
DUI																
Liquor Violations																
Disorderly Conduct																
All Other Offenses	9											9				9
Subtotal	10											10				10
Total	10											10				10
Radio Calls PPD	15	3	4	7	2	1	5					37	40	13		90
Radio Calls PHA	3		1					2	1			8				8
M/V Summons/Tags				2								2				2
Dispersals	2											2				2
License Violations																
Meetings		30										30				30
Eviction Hearings																
Total	20	33	5	10	2	1	5	2	1			79	40	13		132

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Security Section MMR Page 3 Part 1 & 2 Crimes Cleared By Arrest (Fiscal YTD)

Providence Housing Authority Monthly Management Report

PHU FY 2021 YEAR TO DATE PART 1 & 2 CRIMES CLEARED BY ARREST

Incident	Hartford Park	335 Hartford	Manion Heights	Chad Brown	Roger Williams	Coddling Court	Dexter Manor	Parenti Villa	Kilmartin Plaza	Dominic a Manor	Carroll Towers	Scattered Sites	Subtotal	Other HUD	Other	Total
PART 1 CRIMES																
Murder																
Rape																
Robbery																
Assault																
B&E																
Larceny																
Motor V. Theft																
Subtotal																
PART 2 CRIMES																
Simple Assault	4											4	4			8
Stolen Property																
Malicious Mischief														1		1
Weapons Off	1					1						2				2
Prostitution/Vice																
Other Sex offenses																
Narcotics	6											6				6
Gambling																
Family & Children																
DUI																
Liquor Violations																
Disorderly Conduct														1		1
All Other Offenses	9											9	2			11
Subtotal	20					1						21	8			29
Total	20					1						21	8			29
Radio Calls PPD	126	24	45	78	8	13	27	12	2	2	4	1	342	201	80	623
Radio Calls PHA	9	6	5	13	1	1	7	5	5	2	1	1	56			56
M/V Summons/Tags	4			3									7			7
Dispersals	8					1							9	4		13
License Violations																
Meetings		181				1							182	1		183
Eviction Hearings				1									1			1
Total	147	211	50	95	10	15	34	17	7	4	5	1	597	206	80	883

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Security Section MMR Page 4 Crime and Incident Report (Month)

PHU MONTHLY PART 1 AND 2 CRIMES CLEARED BY ARREST

Incident	Harford Park	335 Harford	Manon Heights	Chad Brown	Roger Williams	Coddling Court	Dexter Manor	Parrelli Villa	Kilmarlin Plaza	Dominic a Manor	Carroll Towers	Scarfere d Sites	Subtotal	Other HUD	Other	Total
PART 1 CRIMES																
Murder																
Rape																
Robbery																
Assault																
B&E																
Larceny																
Motor V. Theft																
Subtotal																
PART 2 CRIMES																
Simple Assault	1												1			1
Stolen Property																
Malicious Mischief																
Weapons Off																
Prostitution/Vice																
Other Sex offenses																
Narcotics																
Gambling																
Family & Children																
DUI																
Liquor Violations																
Disorderly Conduct																
All Other Offenses	9												9			9
Subtotal	10												10			10
Total	10												10			10
Radio Calls PPD	15	3	4	7	2	1	5						37	40	13	90
Radio Calls PHA	3		1	1					2	1			8			8
M/V Summons/Tags				2									2			2
Dispersals	2												2			2
Lease Violations																
Meetings		30											30			30
Eviction Hearings																
Total	20	33	5	10	2	1	5		2	1			79	40	13	132

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Security Section MMR Page 5 Crime and Incident Report (Fiscal YTD)

Providence Housing Authority Monthly Management Report

PHU FY 2021 YEAR TO DATE CRIME AND INCIDENT REPORT

Incident	Harford Park	335 Harford	Manon Heights	Chad Brown	Roger Williams	Coddling Court	Dexter Manor	Parrelli Villa	Kilmarlin Plaza	Dominic a Manor	Carroll Towers	Scarfere d Sites	Subtotal	Other HUD	Other	Total
PART 1 CRIMES																
Murder								1					1	1		2
Rape																
Robbery								1					3	2		5
Assault	1		1													
B&E				1									2			2
Larceny							1									
Motor V. Theft				1									1			
Subtotal	1		1	2			1	2					7	3		10
Simple Assault	4			1			1						6	6		12
Stolen Property		2											2			2
Malicious Mischief				3	1								4			4
Weapons Off	4			3	1								8	1		9
Prostitution/Vice																
Other Sex offenses																
Narcotics																
Gambling	6												6			6
Family & Children																
DUI																
Liquor Violations																
Disorderly Conduct					2		1						3	1		4
All Other Offenses	11		1							1			13	3		16
Subtotal	25	2	1	7	4		2	2		1			42	11		53
Total	20	2	2	9	4		3	2		1			49	14		63

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Security Section MMR Page 6 Security Work Order Report

Providence Housing Authority Monthly Management Report

MONTHLY SECURITY WORK ORDER REPORT

Development	Code #1 (Fire/Rescue)	Code #2 (Building)	Code #3 (Criminal)	Code #4 (Civil)	Total Security W/O	Percent	Year-to-Date Total
FAMILY DEVELOPMENTS							
Chad / Ad / Sun	19	8	27		54	16%	309
Roger Williams		1	2		3	1%	24
Codding Court	4		5	1	10	3%	67
Hartford Park	19	10	20	2	51	15%	352
Manton Heights	13	2	18	3	36	11%	226
Scattered Sites	13		20		33	10%	304
Subtotal	68	21	92	6	187	56%	1282
ELDERLY / DISABLED DEVELOPMENTS							
335 Hartford Tower	4		1	4	9	2%	94
Dexter Manor I - II	11	2	2	31	46	14%	288
Dominica Manor	15		1	10	26	8%	133
Carroll Tower	15	1	3	6	25	7%	105
Kilmartin Plaza	3	3	1	7	14	4%	82
Parenti Villa	12		8	7	27	9%	175
Subtotal	60	6	16	65	147	44%	877
Total	128	27	108	71	334	21%	2159
Percent	38%	9%	32%	21%		100%	
Year to Date	778	191	744	446			2159

Code Definitions

CODE #1

The number of responses by the fire department to fires, fire alarms or medical emergencies.

CODE #3

An act or incident requiring the presence of a uniformed Providence Police Officer not entered on the PHU Daily Activity Report. Usually a call monitored on a scanner by the PHA Security Monitor or called into the PPD by the Monitor when the PHU officers are off-duty.

CODE #2

Violations of the building's security regulations, such as exiting an emergency door, or leaving an apartment door open. Usually detected and reported by PHA security guards or the Security Monitors.

CODE #4

An act or incident, such as a minor disturbance between residents that the PHA Security Officer can resolve without the police. Also includes security or safety concerns/issues reported by the security guards.

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Security Section MMR Page 7 Fraud Investigation Report & BCI Checks

Section • Office of Security Operations

MONTHLY FRAUD INVESTIGATION REPORT

Development	Investigations Received	Investigations Cleared	Investigations Determined Unfounded	Previously Outstanding Investigations Cleared	Investigations Referred for Follow-up	Total Cleared	Total Active
FAMILY DEVELOPMENTS							
Hartford	1	1				1	
Manton							
Chad Brown							
Roger Williams							
Codding Court							
Scattered Sites							
Sub-Total	1	1				1	
ELDERLY / DISABLED DEVELOPMENTS							
335 Hartford Tower							
Dexter 1 & 2							
Dominica Manor							
Carroll Tower							
Kilmartin Plaza							
Parenti Villa							
Subtotal							
Section-3	0	0				0	
MONTHLY Total	1	1				1	
Year-To-Date Total	38	38				38	N/A

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Security Section MMR Page 8 Access Cards Issued Report

Providence Housing Authority Monthly Management Report

MONTHLY BCI CHECKS

Number New Employee BCI Checks	Number New Housing Applicant Checks	Total BCI Check Requests Received	Total Completed	Total Applicants Fingerprinted This Month
5	82	87	87	3

* IN ADDITION, NCIC WARRANT CHECKS WERE CONDUCTED. TOTAL OF FOR FY 2020*

BCI CHECKS YEAR-TO-DATE

Number New Employee BCI Checks	Number New Housing Applicant Checks	Total BCI Check Requests Received	Total Completed	Total Applicants Fingerprinted (YTD)
29	453	482	482	5

MONTHLY ACCESS CARDS ISSUED

Number Access Cards Issued to Employees	Number Access Cards Issued To Tenants	Total Access Cards Issued This Month
13	38	51

ACCESS CARDS ISSUED YEAR TO DATE

Number Access Cards Issued to Employees	Number Access Cards Issued To Tenants	Total Access Cards Issued Year to Date
102	247	349

VOCA

PHA/Security Referral	PPD Officer Referral	Other Referral
33	33	

VOCA FY YEAR TO DATE

PHA/Security Referral	PPD Officer Referral	Other Referral
150	150	

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Appendix 2: Primary Daily, Weekly, Monthly & Annual Duties & Responsibilities

Time Frame	Staff	Task
Daily	PHU Officers	Patrol all assigned developments
Daily	PHU Officers	Submit a Daily Activity Report
Daily	Security Guards	Patrol all assigned high-rises
Daily	Security Guards	Submit an Activity Report
Daily	Monitors & Directors	Record Activity Info into databases
Daily	Directors	Review activity sheets and update monthly tally sheets
Daily	Monitors	E-Mail information of a serious nature to involved staff
Daily	Monitors	Conduct Preliminary Criminal Background Checks
Daily	Monitors	Produce Access Cards
Daily	Monitors	Search PPD Computer and print related reports
Daily	Monitors	Fax Police Reports to PHA and other management
Daily	Monitors	Office cleaning/upkeep as required
Monday	Directors & Monitors	Produce Weekly Activity Report & E-Mail to select PHA Staff
Monday	Directors	Adjust staff time sheets and report changes to Finance
Monday	Directors	PHU and Security Time Reports to Ex. Dir. & Finance
Monday	Directors	Print current week time sheets and distribute

Wednesday	Directors	Fingerprint applicants for thorough Criminal Background Ck
Thursday	Directors	Produce, print, and distribute schedules to security staff
Friday	Directors	Compile and submit time sheets to Finance
2 x Monthly	Monitors	Complete Security Systems check
Monthly	Monitors	Database search to identify problems
Monthly	Directors	Complete and submit Security Section MMR
Quarterly	Directors	Update Goals management Plan
Annually	Directors	Complete Fiscal Year Annual Report
Annually	Directors	Complete Calendar Year Report (If Required)

Appendix 3: Staff Primary Duty Descriptions

Staff	Primary Duty
Public Housing Unit Officers	Provide policing services for the PHA and other public housing developments located in the City. Specifically assigned by the PPD to the PHA
Security Dispatch Monitors	Monitoring of the PHA security system, conducting criminal background checks, processing access cards, maintaining and up-keeping of the security office and equipment, administration duties as assigned and maintaining and updating all informational databases on a daily basis. Refer calls for service to police/fire departments. Provide replacements for a vacant Facilities Management dispatch shift
Security Guards	Patrolling and securing of the PHA elderly/disabled high-rises
Security Department Director and Associate Director	Supervision of security personnel and overseeing of police operations. Producing reports (weekly, monthly & annual) as required and performing all other administrative duties. Fingerprinting of tenant applicants when required.
Fraud Investigator	Investigating Fraud complaints
Contracted Security Services	Provide security guard services to augment existing Office of Security Services staff to meet special needs.

Appendix 4: High-rise Security Model

See attached



2023 HIGH-RISE SECURITY MODEL



Appendix 4



MISSION

PHA strives to provide residents and staff with the highest level of safety and security at all PHA properties

MODEL

Team of PHA Office of Security Operations personnel, law enforcement, and contracted security

PHA Office of Security Services

- Director and Associate Director
- 2 Dispatch staff
- 11 guards

Providence Police Department

- Supervising Sergeant
- 4 Assigned Officers

NESS Security Services

- Third shift guards
- Security for capital projects



FIRST SHIFT

8:00 AM - 4:00 PM

2 Stationary Guards

1 Roving Guard

Dexter
Manor

Kilmartin
Plaza

Carroll
Tower

Dominica
Manor

Hartford
Park
Tower

Parenti
Villa

- PHA Security augmented by NESS Guards for capital projects during first shift.
- Guards work with PM and FM staff to plan and execute security strategies.

SECOND SHIFT

4:00 PM - 12:00 AM

3 roving guards rotate through the buildings throughout the shift

Carroll
Tower

Dexter
Manor

Dominica
Manor

Hartford
Park
Tower

Kilmartin
Plaza

Parenti
Villa

Check-in with PM
at the start of the
shift

Communication
with Dispatch

Back up by PHU

Walk through of the
buildings

Stairwell checks

Patrolling parking lots

Building relationships



THIRD SHIFT

**2 Stationary NESS
Guards
11:00 PM - 7:00 AM**

**2 Roving Guards
12:00 PM - 8:00 AM**

Dexter
Manor

Kilmartin
Plaza

Hartford
Park
Tower

Carroll
Tower

Dominica
Manor

Parenti
Villa

Throughout the shift, guards enforce parking policy, conduct building walk throughs, back up NESS staff, and follow-up on PM and FM security requests.



ATTACHMENT B.1(c)(1)
PHA DECONCENTRATION POLICY



Attachment B.1(c)(1)

11.12 The PHA's Deconcentration Policy

It is PHA's policy to provide for the deconcentration of poverty and to encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. The PHA may skip families on the waiting list to reach other families with a lower or higher income. This will be done in a uniform and nondiscriminating manner.

The PHA will affirmatively market its housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments. Prior to the beginning of each fiscal year, the PHA will analyze the income levels of families residing in each of its developments, the income levels of census tracts in which each development is located, and the income levels of the families on the waiting list. Based on this analysis, the PHA will determine the level of marketing strategies and deconcentration incentives to implement.

11.13 Deconcentration Incentives

The PHA may offer one or more incentives to encourage applicant families whose income classification would help meet the deconcentration goals of a particular development.

Various incentives may be used at different times, or under different conditions, but will always be provided in a consistent and nondiscriminatory manner.

11.14 Targeting

Per the QHWRA, in each fiscal year the PHA will reserve at least 40 percent of its new admissions for families who have incomes that do not exceed 30 percent of area median income as published by HUD.

The PHA will follow the statutory requirement that at least 40 percent of newly admitted families in any fiscal year be families whose annual income is at or below 30 percent of the area median income. To ensure that this requirement is met, the PHA will quarterly monitor the incomes of newly admitted families and the incomes of families on the waiting list. If it appears that the requirement to house extremely low-income families will not be met, the PHA will skip higher income families on the waiting list to reach extremely low-income families.

If there are not enough extremely low-income families on the waiting list, the PHA will consider outreach on a non-discriminatory basis to attract extremely low income families to reach the statutory requirement.



ATTACHMENT B.2(b)(1)

Request for Renewal of Designated Housing Plan



Administrative Offices
 100 Broad Street
 Providence, RI 02903

March 30, 2023

Mr. Matthew Gonynor, Portfolio Management Specialist
 U.S. Department of Housing and Urban Development
 One Financial Center Plaza
 380 Westminster Street, Suite 547
 Providence, R.I. 02903

RE: Request for Approval of a Renewal of the Providence Housing Authority's Elder-Only Designation of Dominica Manor and Carroll Tower

Dear Mr. Gonynor:

The Providence Housing Authority (PHA) is requesting HUD approval of a renewal of the elder-only designation of two high-rise developments, Carroll Tower and Dominica Manor. The plan was first approved in 1995 and most recently approved for renewal on April 30, 2021. The renewal plan is consistent with Section 7 of the U.S. Housing Act of 1937, and Notice PIH 2010-28 and the previously approved plan. PHA requests renewal of designated units at the following developments for residents 62 years of age and older:

BUILDING/UNITS TO BE DESIGNATED ELDERLY

Development Name	Development Number	Bedroom Type Proposed for Designation				Total Units Proposed for Designation	% of Project Being Designated
		0BR	1BR	2BR	3BR		
Dominica Manor	RI001-006	0BR	1BR	2BR	3BR	204	100%
		112	84	80	0		
Carroll Tower	RI001-007	122	70	2	0	194	100%
Total		234	154	10	0	398	

If there is additional information or if you have any questions concerning this request to renew the elderly only designation of Carroll Tower and Dominica Manor, please contact me by phone at (401) 709-1133 or by e-mail at msanzaro@provhousing.org. Thank you for your consideration of this request.

Sincerely,

Melissa Sanzaro
 Executive Director

**PROVIDENCE HOUSING AUTHORITY
BOARD OF COMMISSIONERS
BOARD RESOLUTION #4323**

APPROVAL OF PROVIDENCE HOUSING AUTHORITY'S DESIGNATED HOUSING PLAN

- WHEREAS,** Providence Housing Authority is required to secure the approval of the U.S. Department of Housing and Urban Development to renew its Designated Housing Plan every two years; and
- WHEREAS,** the Designated Housing Plan was last renewed in July of 2021; and
- WHEREAS,** PHA has undertaken a comprehensive planning process with the full participation of the Resident Advisory Board (RAB), prepared a renewal application to continue the designation of Dominica Manor and Carroll Towers as elder only; made the document available for a 45-day public comment period beginning on 2/3/23, and scheduled a public hearing on 3/20/23; and
- WHEREAS,** The Resident Advisory Board supports the renewal of the Designated Housing Plan; and
- WHEREAS,** PHA received no comments in response to the public comment period and public hearing process; and
- WHEREAS** PHA must secure Board approval before a submitting a request to renew the designation of Dominica Manor and Carroll Towers as elder only to U.S. Department of Housing and Urban Development for its review and approval;

NOW, THEREFORE, be it resolved that the Board of Commissioners of the Providence Housing Authority, having reviewed the application to renew the Designated Housing Plan that designates Dominica Manor and Carroll Towers as elder only, hereby authorizes the Executive Director to submit the PHA's application to renew its Designated Housing Plan to the U.S. Department of Housing and Urban Development.

Resolution Action	
Moved By: Commissioner D'Alfonso	Second: Commissioner Medina
Vote	
No. For: 7	No. Against: 0
Resolution Status	
Date: 3/23/23	Passed



FY2023 ANNUAL PLAN

ATTACHMENT C.1 (REVISED)

Resident Advisory Board Comments

ATTACHMENT C.1 (REVISED)

PROVIDENCE HOUSING AUTHORITY

RESIDENT ADVISORY BOARD COMMENTS

REVISED ANNUAL PLAN COMMENTS

Comment/Question 1: A RAB member asked for clarification of the income levels at which a public housing family is considered to be over-income.

PHA Response: PHA staff reviewed the over-income income levels for various family sizes.

ANNUAL PLAN COMMENTS

Comment/Question 1: In relation to information presented about possible new activity related to repositioning of public housing assets, a RAB member stated that he liked the provision of RAD that allows a resident living in a public housing development that has undergone a RAD conversion to request a mobile voucher after one year.

Comment/Question 2: A RAB member expressed appreciation for the revision in Chapter 3 of the HCV Administrative Plan that increases the new admissions low-income level for the VASH program from 50% of AMI to 80% of AMI, noting that this change will provide veterans with increased access to affordable housing opportunities.

Comment/Question 3: Please clarify the frequency of inspections in the HCV and public housing program

PHA Response: The PHA will revert to annual inspections for the HCV program after a period of conducting inspections every two years. This change has been made to increase the frequency of contact with participants and landlords and ensure units are being maintained in accordance with HUD's Housing Quality Standards. In the PHA's public housing program, unit inspections will continue to be conducted annually and they will be scheduled to coincide with a resident's annual recertification month. In addition to annual unit inspections by the PHA, HUD also conducts NSPIRE inspections annually on a portion of the PHA's units. In any given year some residents' units may be selected for an NSPIRE inspection in addition to the PHA annual unit inspection.

Comment/Question 4: Please clarify the revision of Chapter 11 of the HCV Administrative plan concerning no interim reexaminations will be performed when there is a family-initiated reporting of a change in income within 120 days of the annual recertification date.

PHA Response: This change was made to align the PHA's HCV Administrative Plan with the Public Housing Admissions and Continued Occupancy Policy (ACOP). The PHA already requires public housing residents and HCV participants to report all increases in income to the PHA within 14 business days of the date the change in income. The PHA's Public Housing ACOP states that if a family reports a change in income within 14 business days of its occurrence and the family's annual recertification will be conducted within 120 days of the income change, the PHA will note the information in the family's file but will not process an interim recertification.

Comment/Question 5: A family has a change in income due to new employment on March 13, 2023 and reports it to PHA on March 15. The family's annual recertification is scheduled to occur on May 1, 2023. When will the change in income be reflected in the rent calculation?

recertification occurs in May, PHA will apply the increase in income to the family's rent calculation and the increased rent will take effect 30 days from the recertification date.

Capital Fund Annual Plan

Comment/Question 1: When will the replacement of the building sliding glass entrance door be completed at Carroll Tower?

PHA Response: The completion of this project has been delayed due to continued supply chain disruptions. PHA expects the project to be completed by 12/31/23. The PHA will provide updates about project progress at future RAB meetings.

Comment/Question 2: In the chart presented at the Resident Advisory Board meeting on March 15, Kilmartin Plaza is shown as having a Capital Fund Program budget allocation of \$1,243,355.28, with \$11,729 budgeted per unit. Does this mean that there will be \$11,729 in work in each unit?

PHA Response: PHA breaks down the allocation for each development into a per unit cost for budgeting and development comparison purposes only. PHA anticipates that the funds allocated for Kilmartin Plaza will be fully expended on the roof replacement scheduled for this year.

Comment/Question 2: With HUD awarding \$200,000 less in Capital Fund Program monies to PHA this year, will this decrease prevent PHA from accomplishing the capital work it has planned?

PHA Response: Despite this decrease, PHA is confident that it will be able to accomplish the work planned for this year.

Comment/Question 3: What will be the size of new mailboxes PHA is planning to install at Manton Heights this year?

PHA Response: PHA does not have the dimensions available at this time, but they are anticipated to be approximately the same size as the current mailboxes and will be sized in accordance with U.S. Postal Service regulations. PHA will be adding one large box at each cluster of mailboxes to accommodate large package deliveries by the U.S. Postal Service.

Comment/Question 4: What is the timeline for the installation of the new mailboxes at Manton Heights?

PHA Response: Installation will begin in the next several weeks and be completed in the fall of 2023.

Comment/Question 5: Could the PHA create a package room(s) where Amazon and other delivery services could leave packages for residents?

PHA Response: The PHA has given some consideration to this, but due to security concerns about giving access to PHA properties/buildings, it is not pursuing establishing package rooms at this time. Staff provided RAB members with information about how residents can work with vendors to set up alternative delivery sites for packages when they cannot be home to take delivery.

Comment/Question 6: The trash chute at Dominica Manor has been damaged and inoperable for several weeks. What is the PHA's plan for repairing or replacing the trash chute?

PHA Response: An unknown person discarded a heavy item down the trash chute that damaged a critical component. A vendor is currently fabricating a replacement for the damaged trash chute component; repair will not require a Capital Fund project. Until the replacement part arrives and is installed, PHA Facilities Management staff will continue twice daily pick up of trash from trash rooms and keep residents advised on the status of the repair.

Comment/ Question 7: A RAB member stated that the Capital Fund Annual Plan was presented to the RAB very professionally and was very informative.



FY2023 ANNUAL PLAN ATTACHMENT

C.2 (REVISED)

Certification by State or Local Officials

**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, Emily Freedman, the Director of the Division of Community Development
Official's Name *Official's Title*

certify that the 5-Year PHA Plan for fiscal years _____ and/or Annual PHA Plan (Revised)
for fiscal year 2023 of the Providence 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 Providence, RI
Local Jurisdiction Name

pursuant to 24 CFR Part 91 and 24 CFR § 903.15.

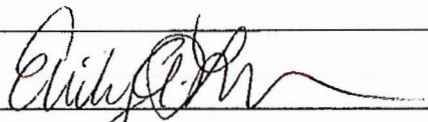
Provide a description of how the PHA Plan's contents are consistent with the Consolidated Plan or
State Consolidated Plan. The PHA's continued updating of the public housing ACOP, including the recent adoption of HOTMA required
provisions concerning over-income families, and Administrative Plan for the HCV program ensures that housing programs are operated in compliance
with applicable laws and regulations, including fair housing. The PHA's continued collaboration with City and community organizations results in
residents having access to a wide range of programs that promote economic opportunity and self-sufficiency for families and successful aging in place
for elders and persons with disabilities. The PHA's examination of the feasibility of repositioning public housing assets offers promise for preserving
hard units of quality housing for low-income households served by the agency. The PHA's efforts to deconcentrate poverty through landlord incentives
and project-basing of units is providing HCV participants with access to neighborhoods of opportunity and leveraging the creation of new units of
affordable housing in Providence meeting the City's goals of furthering fair housing. The PHA's overarching goals contained in its 5-year Agency Plan
– *Identify and Pursue Opportunities to Preserve and Expand Affordable Housing, Providing Safe and Healthy Communities with Pathways to Vibrant
Futures, Cultivate, Evaluate, and Enhance Strategic Partnerships, and Continuously Improve Internal PHA Management and Operations* – illustrates
the agency's achievements and intentions in providing high quality housing programs and related services for the City's most vulnerable households.
The PHA's Annual and 5-Year Capital Fund Plans demonstrate a sound plan for preserving decent, safe, and sanitary housing operated by PHA. The
PHA's Revised Annual Plan is therefore consistent with the City's Consolidated Plan.

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: Emily Freedman

Title: Community Development Director, Providence

Signature:

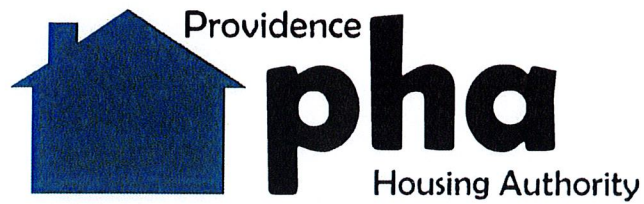


Date:

5/30/2023

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.



FY2023 ANNUAL PLAN

ATTACHMENT C.3 (REVISED)

Certification of Compliance with PHA Plan, Civil Rights,
and related laws and Regulations including PHA Plan
Elements that Have Changed

**Certifications of Compliance with
PHA Plan and Related Regulations
(Standard, Troubled, HCV-Only, and
High Performer PHAs)**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 3/31/2024

**PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations
including PHA Plan Elements that Have Changed**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the ___ 5-Year and/or X Revised Annual PHA Plan, hereinafter referred to as "the Plan", of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the PHA fiscal year beginning 7/1/2023 in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located (24 CFR § 91.2).
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments (AI) to Fair Housing Choice, or Assessment of Fair Housing (AFH) when applicable, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan (24 CFR §§ 91.2, 91.225, 91.325, and 91.425).
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. 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 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), title II of the Americans with Disabilities Act (42 U.S.C. 12101 et seq.), and other applicable civil rights requirements and that it will affirmatively further fair housing in the administration of the program. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with the Fair Housing Act, title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, title II of the Americans with Disabilities Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of the program.
7. The PHA will affirmatively further fair housing, which means that it will take meaningful actions to further the goals identified in the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR § 5.150 through 5.180, that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing, and that it will address fair housing issues and contributing factors in its programs, in accordance with 24 CFR § 903.7(o)(3). The PHA will fulfill the requirements at 24 CFR § 903.7(o) and 24 CFR § 903.15(d). Until such time as the PHA is required to submit an AFH, the PHA will fulfill the requirements at 24 CFR § 903.7(o) promulgated prior to August 17, 2015, which means that it examines its 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 maintains records reflecting these analyses and actions.
8. For PHA Plans that include a policy for site-based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2011-65);

- The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing; and
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR 903.7(o)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
 10. In accordance with 24 CFR § 5.105(a)(2), HUD's Equal Access Rule, the PHA will not make a determination of eligibility for housing based on sexual orientation, gender identify, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
 11. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
 12. The PHA will comply with the requirements of Section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
 13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
 14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
 15. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
 16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
 17. The PHA will keep records in accordance with 2 CFR 200.333 and facilitate an effective audit to determine compliance with program requirements.
 18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
 19. The PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Financial Assistance, including but not limited to submitting the assurances required under 24 CFR §§ 1.5, 3.115, 8.50, and 107.25 by submitting an SF-424, including the required assurances in SF-424B or D, as applicable.
 20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
 21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
 22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Providence Housing Authority
PHA Name

RI-001
PHA Number/HA Code

Annual PHA Plan for Fiscal Year 2023 (**Revised**)

5-Year PHA Plan for Fiscal Years 20__ - 20__

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 Executive Director: Melissa Sanzaro

Name Board Chairman: Nicolas Retsinas

Signature

Date

5/25/23

Signature

Date

5/25/23

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 compliance with PHA Plan, Civil Rights, and related laws and regulations including PHA plan elements that have changed.

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.

**PROVIDENCE HOUSING AUTHORITY
BOARD OF COMMISSIONERS
BOARD RESOLUTION # 4321**

APPROVAL OF PROVIDENCE HOUSING AUTHORITY'S FY 2023 ANNUAL PLAN

WHEREAS, the Providence Housing Authority is required by regulation to submit an Annual Plan to the U.S. Department of Housing and Urban Development (HUD) by 75 days before the start of the fiscal year; and

WHEREAS, PHA has undertaken a comprehensive planning process with the full participation of the Resident Advisory Board (RAB), prepared a FY 2023 Annual Plan demonstrating progress made on goals from the prior five-year plan; made the documents available for a 45-day public comment period beginning on 2/3/23, and held a public hearing on 3/20/23; and

WHEREAS The PHA incorporated RAB comments in the final FY 2023 Annual Plan and must secure Board approval before electronically submitting the FY 2023 Annual Plan to the U.S. Department of Housing and Urban Development for its review and approval;

NOW, THEREFORE, be it resolved that the Board of Commissioners of the Providence Housing Authority, having reviewed the FY 2023 Annual Plan, hereby authorizes the Executive Director to submit the FY 2023 Annual Plan to HUD.

Resolution Action	
Moved By: Commissioner Cigna	Second: Commissioner Medina
Vote	
No. For: 7	No. Against: 0
Resolution Status	
Date: 3/23/23	Passed

**PROVIDENCE HOUSING AUTHORITY
BOARD OF COMMISSIONERS
BOARD RESOLUTION #4324**

APPROVAL OF REVISION TO THE PHA'S ACOP and ANNUAL PLAN TO ACCOUNT FOR THE HUD OVER INCOME POLICY

- WHEREAS** The Providence Housing Authority (PHA) must adopt and update a written Admissions and Continued Occupancy Policy (ACOP) that establishes local policies for the administration of the Public Housing program; and
- WHEREAS,** The U.S. Department of Housing and Urban Development issued a Final Rule implementing Section 103 of the Housing Opportunity Through Modernization Act of 2016 (HOTMA) that includes new Public Housing over-income and program participation limit provisions must be adopted by public housing authorities no later than July 14, 2023; and
- WHEREAS,** An *over-income family* is defined as a family whose income exceeds the over-income limit for 24 consecutive months; and
- WHEREAS** PHA proposes to revise the ACOP to implement the requirements of the HOTMA Final Rule and reflect that the PHA will terminate an over-income family's tenancy within six months of the end of the 24-month grace period; and
- WHEREAS,** The PHA has consulted with the Resident Advisory Board, considered the critical need for housing by low-income households in the community, and conducted a public comment period concerning the proposed revision;
- WHEREAS,** The Resident Advisory Board supports this revision of the ACOP and the PHA received no comments in response to the public comment period and public hearing process;

NOW, THEREFORE, be it resolved that the Board of Commissioners of the Providence Housing Authority, having reviewed the proposed revision of the ACOP, hereby approves the revision and requests that the Executive Director submit a revision of the PHA's annual plan to reflect this policy change.

Resolution Action	
Moved By: Commissioner Ryan	Second: Commissioner Doggett
Vote	
No. For: 8	No. Against: 0
Resolution Status	
Date: May 25, 2023	Passed



New England

U.S. Department of Housing and Urban Development

Office of Public Housing
Boston Hub
Thomas P. O'Neill, Jr. Federal Building
10 Causeway Street
Boston, Massachusetts 02222-1092

July 25, 2023

Ms. Melissa Sanzaro
Executive Director
Providence Housing Authority
100 Broad Street
Providence, RI 02903
MSanzaro@provhousing.org

VIA ELECTRONIC MAIL ONLY

Dear Ms. Sanzaro:

This letter is to inform you that the Providence Housing Authority's (PHA) revised Annual Public Housing Agency Plan (Plan) for the Agency's Fiscal Year beginning July 1, 2023, which was submitted to this office on June 13, 2023, is approved. This approval of the Annual Plan does not constitute an endorsement of the strategies and policies outlined in the Plan. In providing assistance to families under programs covered by this Plan, the PHA will comply with the rules, standards, and policies established in its Plan, as provided in 24 CFR Part 903 and other applicable regulations.

Your approved Plan and all required attachments and documents must be made available for review and inspection at the principal office of the PHA during normal business hours.

If you have any questions regarding your PHA Plan, please contact Matthew Gonynor at (617) 994-8429 or Matthew.S.Gonynor@hud.gov.

Sincerely,

A handwritten signature in black ink that reads "Maura O'Brien" with a stylized flourish at the end.

Maura O'Brien
Division Director