



U. S. Department of Housing and Urban Development
Jacksonville Field Office
Charles Bennett Federal Building
400 West Bay Street
Suite 1015
Jacksonville, Florida 32202-4410

April 25, 2019

Mr. Benjamin Stevenson
Executive Director
Lakeland Housing Authority
430 Hartsell Avenue
Lakeland, FL 33815

Dear Mr. Stevenson:

This is in reference to the Lakeland Housing Authority's (LHA's) Annual Plan Attachment No. 1-2019, Criteria for Substantial Deviation and Significant Amendment, received on April 24, 2019.

Enclosed please find a signed copy of the amendment to include as part of the LHA's Tenant Selection Plan for Twin Lakes Estates – Phase I and II.

Should you have any questions or require additional assistance, please do not hesitate to contact Georgia Walton, Portfolio Management Specialist, at (904) 208-6006 or via E-mail at georgia.walton@hud.gov

Sincerely yours,

A handwritten signature in blue ink, appearing to read "L. Hayes", written over a horizontal line.

Larry T. Hayes
Director
Office of Public Housing

Annual Plan Attachment No. 1-2019

Criteria for Substantial Deviation and Significant Amendments **24 CFR Part 903.7 (r) (2)**

Significant Amendment or Modification to the Five-Year Plan and/or Annual Plan:

A Significant Amendment or Modification to the Annual Plan is a change in policy pertaining to the operation of the HA. The HA will consider the following actions as a Significant Amendment or Modification to the Five-Year Plan and/or Annual Plan:

- Tenant Section Plan for **TWIN LAKES ESTATES - PHASE I and II**
- This amendment (s) was/were be posted for 45 days starting on February 1, 2019

We will attached the Tenant Selection Plan for Phase I and II to the 2019 Approved ACOP for Public Housing and the Administrative Plan as required. And the new language is as follow:

Properties that have contracts with HUD Multifamily rental assistance programs and/or PHAs that administer public housing and also have the Florida Housing Link requirement must handle their waiting list to reflect both HUD and Florida Housing requirements. In order to do this, Florida Housing has determined that establishing an owner-adopted preference with a partnering organization is the correct method for complying with Florida Housing and HUD requirements. This is referenced in the RFA under which the property and the extremely low-income units Special Needs units were funded, RFA 2015-112. this RFA states on Page 29 in Section Four, 7.b.(2)(b):

In addition, for properties that have a Housing Assistance Payment Contract and/or an Annual Contributions Contract with HUD, but are not HUD Section 202 or HUD Section 811, the Applicant shall establish an owner-adopted preference in the admission policies for the Development, allowing the Applicant to create a preference or limited preference specifically for individuals or families who are referred by a partnering service agency. The partnering service agency must be a designated Special Needs Household Referral Agency in the county where the Development is located.

This information is also included in the MOU on Page 2, Section 5. Owner's Responsibilities, 5.(b) (c).

Special Admissions

Florida Housing Finance Corporation requires a set-aside for X extremely-low income units at Twin Lakes Estates for "Special Needs Households". The Lakeland Housing Authority will work with the Referral Agency Peace Rivers and will admit such families whether or not they are on the waiting list, and, if they are on the waiting list, without

considering the family's position on the waiting list. These families are considered non-waiting list selections. The Lakeland Housing Authority will maintain records showing that such families were admitted with special program funding.

B. Applying Preferences and Income Targeting Requirements

Waiting List Preferences

Special Needs – In order to meet the minimum FHFC requirements, individuals or families referred by a partnering service agency who meet the definition of Persons with a Disabling Condition as stated in Florida Statute 420.0004(7) and meaning a diagnosable substance abuse disorder, serious mental illness, developmental disability, or chronic physical illness or disability, or the co-occurrence of two or more of these conditions, and a determination that the condition is:

- (a) Expected to be of long-continued and indefinite duration; and
- (b) Not expected to impair the ability of the person with a disabling condition.

In filling vacant units, after the FHFC Special Needs requirement is met, Management shall then proceed to follow the standard selection process as described in this Tenant Selection Plan. If a vacancy occurs which results in the total number of occupied Special Needs units falling below the required minimum, Management will then choose the next applicant from the waiting list designated for applicants referred by the partnering service agency. It is understood that the units utilized to meet the Special Needs set-aside requirement will not be predetermined; the units will be floating units. If at the time of vacancy there are no applicants on the Special Needs waiting list and the holding period required for the partnering service agency has been met, Management is then allowed to follow the standard selection process as described in this Tenant Selection Plan. When the next vacant unit becomes available Management will once again attempt to fulfill the Special Needs set-aside. This process will continue until once again the required number of units allocated to the special needs set-aside have been occupied by applicants who meet the Special Needs qualifications.



Signature of the Executive Director

4/24/2019

Date



Signature of Public Housing Director

4/25/2019

Date