

## **Instructions for PHA's to Obtain a CERTIFICATION OF CONSISTENCY WITH THE CONSOLIDATED PLAN**

The Illinois Housing Development Authority (IHDA) serves as the certifying agency, and IHDA's Executive Director is authorized/designated to sign such certifications on behalf of the Governor. This means the Public Housing Authority (PHA) must request that IHDA (which administers the Consolidated Plan for the State) reviews the PHA plan and then has the Certification of Consistency form signed by the IHDA Executive Director. A PHA must then submit the signed Certification with the Approved PHA Plan to HUD.

Please follow the instructions below to request a *Certification of Consistency with the Consolidated Plan*.

### **HUD Form-50077-SL**

In the space provided on Form HUD-50077-SL provide a description of how the PHA Plan's contents are consistent with the Consolidated Plan or State Consolidated Plan.

<https://www.hud.gov/sites/dfiles/OCHCO/documents/50077-SL.docx>

### **Cover Letter**

1. Provide the Annual Plan/5-Year Plan (whichever is applicable see Exhibit A).
2. To expedite the review, please provide the draft document at the beginning of the public comments period to IHDA, then send the Board Resolution and other finalized documents once they are fully executed.
3. Provide PHA Waiting List information:
  - a. Number of people on the Waiting List
  - b. If the Waiting List is Open or Closed
4. Include in your cover letter a contact name, telephone number, and e-mail address. Also include the due date of the submission to HUD.

### **Submission**

Please submit the required HUD Forms and Cover Letter to IHDA for its review via email at: [CertsofConsistency@ihda.org](mailto:CertsofConsistency@ihda.org).

Please note that the failure to provide all information requested will result in delays. To expedite this process, it is recommended that all documents are submitted in a timely manner. We will respond within 7 business days.

**Exhibit A**

**ANNUAL PHA AND 5-YEAR PHA PLAN TEMPLATES AND CERTIFICATION  
SUBMISSION REQUIREMENTS FOR ALL PHA TYPES**

The following table identifies the Annual PHA Plan and 5-Year PHA Plan ("PHA Plans") templates and certifications by PHA Category that PHAs are required to complete and submit to HUD in order to comply with the Annual PHA and 5-Year PHA Plan requirements.

<i><b>PHA Plan Submission Requirements by PHA Type</b></i>	
<b>HUD Form</b>	<b>Frequency of Submission</b>
<i><b>All PHAs</b></i>	
HUD 50075-SY	Once every 5 PHA Fiscal Years
<i><b>Standard PHAs and Troubled PHAs</b></i>	
HUD 50075-ST	Annually
HUD 50077-ST-HCV-HP	Annually
HUD 50077-SL	Annually
RAB Comments	Annually
Challenged Elements	Annually
<i><b>Small PHAs</b></i>	
HUD 50075-SM	Annually
HUD 50077-CRT-SM	Annually
HUD 50077-SL	Annually
RAB Comments	Annually
Challenged Elements	Annually
<i><b>High Performer PHAs</b></i>	
HUD 50075-HP	Annually
HUD 50077-ST-HCV-HP	Annually
HUD 50077-SL	Annually
RAB Comments	Annually
Challenged Elements	Annually
<i><b>HCV: Only PHAs</b></i>	
HUD 50075-HCV	Annually
HUD 50077-ST-HCV-HP	Annually
HUD 50077-SL	Annually
RAB Comments	Annually
Challenged Elements	Annually
<i><b>Qualified PHAs</b></i>	
HUD 50077-CR	Annually
HUD 50077-SL	Once every 5 PHA Fiscal Years