



State of Wisconsin Department of Administration

Tony Evers, Governor

Kathy Blumenfeld, Secretary

David Pawlisch, Division Administrator

Wisconsin Consolidated Plan – Agency Project Certification of Consistency – Fact Sheet

Federal regulations require public housing authorities to certify housing projects as consistent with a Consolidated Plan to qualify for funding under the following HUD programs:

HOME Safe Havens for Homeless, CDBG HOPE Individuals Mod Rehab/SRO, Housing Opportunities for Shelter Plus Care, Supported Housing Persons with AIDS, Section 202 (Elderly), Revitalization of Severely Low-Income Housing, Section 811 (Handicapped), Distressed Public Housing Preservation, Emergency Shelter Grants Units

PHA's shall obtain certification from the most local Consolidated Plan. In addition to the State of Wisconsin, the following entitlement communities also have a local Consolidated Plan. Obtain the required consistency certification from these communities when the project is located there: Appleton, Janesville, Neenah, Waukesha, Beloit, Kenosha, Oshkosh, Waukesha/Ozaukee/Washington, Dane County, La Crosse, Racine, Jefferson County Consortium, Eau Claire, Madison, Rock County, Wausau, Fond du Lac, Milwaukee, Sheboygan, Wauwatosa, Green Bay, Milwaukee County, Superior, West Allis.

If your agency is planning a project in a community other than those listed above, it will need a certification of consistency from the State. Please note that agencies applying directly to the Division of Energy, Housing and Community Resources for state or federal funds do not have to obtain a separate consistency certification – it is considered as part of the application review and funding process.

STATEMENT OF INTENT: It is the State's intention to consider all certification requests as promptly as possible. It is the further intent of the State to act on the presumption that a public housing agency's project is consistent, unless factors within the documents submitted indicate otherwise.

DEPARTMENT OF ADMINISTRATION WISCONSIN CONSOLIDATED PLAN - PUBLIC HOUSING AGENCY PROJECT CONSISTENCY CERTIFICATION PROCESS

1. The public housing agency submits a request for certification, a downloaded copy of the HUD-50077-SL from the HUD portal, and a copy of the proposed project in **one** of the following manners –
 - **PREFERRED:** If submitting electronically, send a .pdf version of the above documents to doadehcr@wisconsin.gov
 - If submitting by mail, send to:
CONSOLIDATED PROJECT CERTIFICATION
DEPARTMENT OF ADMINISTRATION DIVISION OF ENERGY, HOUSING
AND COMMUNITY RESOURCES
P.O. BOX 7970
MADISON WI 53707-7970
2. The Division reviews the proposed project and makes a determination of consistency with the State of Wisconsin Consolidated Plan.
3. If the proposed agency project is determined to be consistent with the state plan, the Division signs the Certification of Consistency and, based on the manner of submission, either:
 - sends a scanned, signed .pdf of the Certification of Consistency within two weeks of receipt. Or
 - mails it to the agency within two weeks of receipt.
4. If the Division finds that the project is inconsistent with the Consolidated Plan, the housing agency will be contacted immediately, and the Division will send a letter detailing the reasons for the decision.
5. A public housing agency has the option of amending the project to make it consistent with the State Consolidated Plan. Division staff will assist in that process, if requested, and work with the public housing agency to resolve any inconsistencies.
6. The housing agency may appeal the determination of inconsistency, according to the following process:
 - a. The public housing agency may request an appeal hearing within 10 business days of being notified of denial.
 - b. If an appeal hearing is requested, it will be scheduled at the Division of Energy, Housing & Community Resources within 10 working days of receipt of the request.

c. The public housing agency will be afforded an opportunity to present its case, followed by the Division staff reviewer explaining their denial.

d. Decisions, at this point, are final and not appealable.

For more information, contact:

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