

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

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# PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004  
Annual Plan for Fiscal Year 2000

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE  
WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

## PHA Plan Agency Identification

**PHA Name:** Area Housing Authority of the County of Ventura

**PHA Number:** CA092

**PHA Fiscal Year Beginning: (mm/yyyy)** 07/2000

### Public Access to Information

**Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)**

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

### Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- Other (list below)

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2000 - 2004**  
[24 CFR Part 903.5]

**A. Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: The vision of the Area Housing Authority of the County of Ventura (AHA) is to afford shelter, stability, and self-sufficiency for the community to ensure a sustainable quality of life. The AHA's mission is to be a catalyst to provide opportunities and assistance to people in need of affordable housing through partnerships with the communities we serve.

**B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS**. (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

**HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

- PHA Goal: Expand the supply of assisted housing for families in low-income ranges.**
- Objectives:**
- Apply for additional rental vouchers when funding becomes available.
  - Reduce public housing vacancies by maintaining goal of 98 percent occupancy (i.e., vacancy of 2 percent or less).
  - Leverage private or other public funds to create additional housing opportunities:
    - Continue collaboration with all jurisdictional areas to develop strategies to address the extreme shortage of affordable housing throughout Ventura County.

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- Continue to administer the Ventura Cities Mortgage Finance Authority's down-payment assistance program designed to make home ownership a reality for families.
- Apply for tax-credit allocations as appropriate.
- Through collaboration with the Ventura County Behavioral Health Department, Villa Calleguas Inc., and Partners In Housing (a community housing development organization), provide management services for an independent living facility for the mentally ill in Camarillo, CA. (The complex will consist of 24 1-bedroom units, a 3,000 square-foot community building, and recreational facilities.)
- Endeavor to build or acquire units for conversion to homeownership during the next five years.
- Collaborate with local organizations to acquire, improve, or develop additional housing opportunities for low-income families, including but not limited to:
  - Partners in Housing.
  - Habitat for Humanity.
  - Many Mansions.
  - Cabrillo Economic Development Corporation.
  - Ventura County Housing and Homeless Coalition.
- Consider application to jurisdictional areas for CDBG funds to agencies and non-profit organizations that provide either: 1) transitional or emergency shelter for the homeless, 2) grants or loans to extremely low-income households in order to assist them with housing in order to avoid becoming homeless, and 3) assistance to homeless persons (including those with special needs) to make a transition to permanent housing.
- Coordinate with jurisdictional areas on priority to assist families who are not homeless, but require supportive housing. Investigate feasibility of application for CDBG funding to agencies and groups which provide supportive services to extremely-low, low-, and moderate-income residents.



Acquire or build units or developments. Investigate opportunities to acquire additional property:

- Identify/locate available property:
  - Utilize real estate agencies.
  - Obtain notification of available HUD property.
  - Negotiate best value for least dollars.
- Use leverage financing to acquire maximum property value.
- Purchase new housing stock.
- Seek donors for Charitable Remainder Trusts:
  - Contact attorneys and CPAs in Ventura County.
  - Place ads in newspapers or publish articles on AHA community work/involvement.

- Other:
  - Apply for additional funding as Notices of Funding Availability (NOFAs) become available to increase the number of rental vouchers.
  - Establish database of similar/related organizations as tool for partnership development; form coalitions/partnerships with organizations to increase housing opportunities for clients:
    - Identify and contact similar/related organizations with same goals of enhancing affordable housing or assisting low-income residents.
    - Meet with identified organizations.
    - Identify and secure data sources.
    - Establish database and analytical requirements to include:
      - \* Organizations and housing projects.
      - \* Personnel/staff resources.
      - \* Sources of funding.
    - Determine if coalition formation is valid/beneficial.
  - Continue collaboration with all jurisdictional areas to provide additional funding resources to acquire, rehabilitate, or build affordable housing, maintain affordable rents, and provide Section 8 vouchers.
  - Participate in jurisdictional areas' (e.g., City of Simi Valley's Affordable Housing Program) to take advantage of density bonuses and/or other financial incentives to develop apartment units which are affordable to extremely-low, low-, and moderate-income families.

**PHA Goal: Improve the quality of assisted housing and provide a safe, secure, and improved living environment.**

**Objectives:**

- Improve public housing management PHAS score.
- Improve voucher management SEMAP score.
- Increase customer satisfaction: Provide favorable response to PHDEP resident survey.
- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units: Utilize Capital Fund to implement site and structural improvements.
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)
  - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
    - Offer incentives as described in Administrative Plan to attract higher income families into lower income areas.

- Implement public housing security improvements through the Public Housing Assessment System (PHAS) and Comprehensive Grant improvements.
- Continue to apply for and effectively administer Public Housing Drug Elimination Program (PHDEP) grant funding:
  - Achieve measurable goals as identified in the PHDEP Plan.
  - Continue crime analysis tracking in coordination with Ventura County Sheriff's Department.
- Continue collaboration with Ventura County Sheriff's Department to reduce evictions due to criminal law violations through aggressive screening procedures.
- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections):
  - Analyze:
    - \* Increasing use of contracting for services in various aspects of operations.
    - \* Maintenance of units.
    - \* Other costs related to public housing.
  - Maximize public housing lease-up.
  - Apply for grants for ancillary programs related to public housing as NOFAs become available (i.e., family and elderly supportive services, drug elimination, family unification).
- Pursue additional grant funding:
  - Determine resident unmet needs that may be facilitated through grant funding.
  - Research grant availability and applicability.
  - Develop appropriate list of grants.
  - Develop calendar/schedule of grant applications.
  - Attend seminars related to grant applications.
  - Evaluate and respond to Requests for Proposal (RFPs) as appropriate.
  - Continue to form coalitions with other agencies to jointly apply for grants.

**PHA Goal: Increase assisted housing choices**

**Objectives:**

- Provide voucher mobility counseling: Continue to maintain lists of available housing in all neighborhoods within the AHA's jurisdiction to ensure greater mobility and housing choices.
- Conduct outreach efforts to potential voucher landlords. Educate "stakeholders" in Section 8 Program benefits and changing regulations to program requirements:
  - Hold quarterly educational meetings with property owners and managers.

- Facilitate better communication with owners/managers on changing regulations.
- Develop and distribute quarterly newsletter for owners/managers and clients on changing regulations.
- Increase voucher payment standards: Continue pro-active position on applying for and maintaining exception rents.
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists: Continue community-wide waiting list in which applicants may designate the development(s) in which they seek to reside (i.e., a site-based waiting list).
- Convert public housing to vouchers. Pursue conversion of public housing developments to tenant-based (voucher) assistance:
  - Conduct conversion assessment for each property in accordance with HUD requirements. Assessment to include:
    - Cost analysis.
    - Market value/appraisal.
    - Rental market conditions.
    - Impact analysis.
  - Develop and submit Conversion Plan to HUD for approval.
- Other: (list below)

**HUD Strategic Goal: Improve community quality of life and economic vitality**

- PHA Goal: Provide an improved living environment
  - Objectives:
    - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
      - Conduct annual analysis of tenant incomes as identified in the AHA's Public Housing Admissions and Continued Occupancy Policy (PH ACOP) to assist in deconcentration efforts.
      - Offer incentives for higher income families as identified in PH ACOP.
    - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
      - Conduct annual analysis of tenant incomes as identified in PH ACOP to assist in deconcentration efforts.
      - Retain provision as identified in PH ACOP to allow skipping of a family on the waiting list specifically to reach another family with a lower or higher income. Such skipping will be uniformly applied until the target threshold is met.
    - Implement public housing security improvements as proposed in 5-Year Action Plan for Capital Fund expenditures.

- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

**HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

**PHA Goal: Promote self-sufficiency and asset development of assisted households**

**Objectives:**

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability: Continue to offer supportive services under PHDEP funding to assist with training, educational costs, class materials, and other related needs.
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)
  - Administer EDSS grant funding to provide supportive services and wellness programs for independent living for the elderly and disabled.
  - Maintain the partnership with the Ventura County Human Services Agency and the Housing Authorities of the cities of Oxnard, San Buenaventura, and Santa Paula to provide housing assistance for welfare-to-work families. In conjunction with the CalWORKS program, this consortium identifies strategies, such as applying for additional Section 8 vouchers, to facilitate stable, affordable housing for families trying to focus on employment and self-sufficiency issues.
  - Continue support for AHA's Regional Resident Council to increase membership and level of participation.

**HUD Strategic Goal: Ensure Equal Opportunity in Housing for All Americans**

**PHA Goal: Ensure equal opportunity and equal treatment for applicants, participants, and AHA employees and affirmatively further fair housing**

**Objectives:**

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: Follow equal opportunity and equal treatment policies as defined in the PH ACOP and Section 8 Administrative Plan.
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:

- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: Continue to ensure that “accessible units” are identified to applicants and that no non-mobility impaired families are offered a unit until all eligible mobility-impaired applicants have been considered in accordance with established policies.
- Other: (list below)
  - Continue to operate the AHA in full compliance with all equal opportunity laws and regulations:
    - Reinforce affirmative measures to ensure access to assisted housing and a suitable living environment for families living in assisted housing regardless of race, color, religion national origin, sex, familial status, and disability.
    - Continue to emphasize Section 3 employment and other economic opportunities; continue to exceed Section 3 goals for increased employment of public housing residents and creation of resident-owned businesses.
    - Undertake affirmative measures to improve availability of assisted housing for persons with all varieties of disabilities.

**Other PHA Goals and Objectives: (list below)**

- PHA Goal: Preserve existing housing.**

**Objectives:**

  - Partner with local jurisdictions to increase opportunities for housing preservation efforts:
    - Continue collaboration with all jurisdictional areas to maintain and improve the existing housing stock in the county by reducing housing deterioration.
    - Participate in jurisdictional programs to assist non-profit groups in securing local and other sources of funds for the acquisition and rehabilitation of single family and multi-family structures for affordable housing.
  - Identify opportunities to acquire properties/complexes that may be converted to market rate rentals (Section 202).
  - Maintain the AHA’s real estate in a decent condition.
- PHA Goal: Enhance the marketability and perception of both public housing and the AHA.**

**Objectives:**

  - Improve the “image” of public housing in the local communities and achieve a high level of customer satisfaction to ensure the highest score possible in this PHAS rating element:

- Emphasize the use of the term “AHA-owned properties” or “affordable housing units” versus “public housing” to help eliminate the associated/perceived stigma.
- Preserve the existing “curb appeal” of the AHA’s public housing units through continued upkeep, landscaping maintenance, and other efforts.
- Continue implementation and improvement of preventative maintenance plan.
- Continue to maintain a response time of less than 24 hours for emergency work orders.
- Continue to remove graffiti and other defacement within 24 hours of discovery/report.

Promote positive public relations for the AHA; enhance program awareness/knowledge; coordinate with local officials to increase program effectiveness:

- AHA Executive Director to continue to speak at least annually to numerous civic, religious, or fraternal organizations on what the programs can do for them and their members/constituents.
- AHA management staff to ensure that as many positive stories as possible appear in the local media concerning the AHA and its operations.
- Continue to emphasize an outreach program to inform the community of its efficient management approach and operations.
- Establish consistency in information dissemination.
- Coordinate with and participate in Ventura County’s “Client Track” system, an electronic information access and integration database. (The system integrates information from various agencies and organizations (i.e., housing authority, social service providers, etc.) to provide coordination of services for applicants.)
- Nurture and utilize favorable political/corporate contacts.

**PHA Goal: Manage the Section 8 tenant-based assistance program in an effective and efficient manner to qualify as at least a standard performer under the SEMAP reporting system.**

**Objectives:**

- Maximize lease-up of Section 8 Vouchers to produce maximum administrative fees:
- Research demographics of property owners/managers and rental property.
  - Continue to seek HUD approval for higher Fair Market Rents (FMRs) for all jurisdictional areas.
  - Coordinate with other agencies with same issues to discuss plan of action.

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- Operate in a business like manner with the objective of having income exceed expenses each year.
- Improve and sustain the utilization rate for tenant-based assistance.

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**PHA Goal: Manage the public housing program in an effective and efficient manner to qualify as at least a standard performer.**

**Objectives:**

- Retain continued status as high performer.
- Endeavor to sustain an occupancy rate of at least 98 percent for the next five years.
- Promote a cohesive working environment with a capable, experienced staff that operates as an efficient, customer friendly leader in affordable housing.

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**PHA Goal: Implement procedures to enhance ability to serve clients**

**Objectives:**

- Establish database/statistical analysis for jurisdictional demographics to better reflect population to be served:
  - Determine type of specific data needed.
  - Identify and secure data sources.
  - Establish analytical requirements.
  - Develop/input data.
  - Generate applicable reports.
- Minimize the effect of natural or other types of disasters on AHA responsiveness:
  - Frequently update and distribute Preparedness Handbook.
  - Hold periodic safety/disaster/emergency training sessions with all staff (either with internal resources or professionals).
  - Identify client needs and emergency response measures.
  - Utilize training tools (i.e., videos) to educate staff on safety issues; maintain attendance log for compliance with SB198 and Workers Compensation requirements.

**Annual PHA Plan**  
**PHA Fiscal Year 2000**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

- High Performing PHA**  
 **Small Agency (<250 Public Housing Units)**  
 **Administering Section 8 Only**

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

Section 511 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA) established the requirements for the public housing agency plans—a 5-Year Plan and an Annual Plan. The 5-Year Plan describes the Area Housing Authority of the County of Ventura's (AHA's) mission and long-term goals and objectives.

The Annual Plan provides details on the AHA's immediate operations, program participants, and programs/services for the upcoming fiscal year. The AHA prepared its Annual Plan in response to the requirements of QHWRA; HUD's Public Housing Agency Plans, Interim Rule dated February 18, 1999 and Final Rule dated October 21, 1999; PIH Notices 99-33, 99-51, and 2000-12; and the issued template.

Major initiatives and policies in the Annual Plan include:

- Procedures for eligibility, selection, and admission for both the Public Housing and Section 8 Programs
- Waiting list organization and processing, including admission preferences for both programs
- Rent determinations, including income-based and flat rents for public housing
- Payment standards for Section 8 tenant-based assistance
- Proposed capital improvement needs
- Response to and consistency with the Consolidated Plans of the AHA's jurisdictions

**Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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**Attachments:**

- A. Admissions Policy for Deconcentration (file name CA092a01)
- B. FY2000 Capital Fund Program Annual Statement (file name CA092b01)
- C. FY2000 Capital Fund Program 5-Year Action Plan (file name CA092c01)
- D. Public Housing Drug Elimination Program (PHDEP) Plan (file name CA092d01)

**Attachments**

Indicate which attachments are provided by selecting all that apply. Provide the attachment’s name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- A. Admissions Policy for Deconcentration (file name CA092a01)

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- B. FY 2000 Capital Fund Program Annual Statement (file name CA092b01)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- C. FY 2000 Capital Fund Program 5 Year Action Plan (file name CA092c01)
- D. Public Housing Drug Elimination Program (PHDEP) Plan (file name CA092d01)
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

**Supporting Documents Available for Review**

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies

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<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

## **1. Statement of Housing Needs**

[24 CFR Part 903.79 (a)]

### **A. Housing Needs of Families in the Jurisdiction/s Served by the PHA**

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

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<b>Housing Needs of Families in the Jurisdiction (Entitlement Area<sup>1</sup>) by Family Type</b>							
Family Type (Renter)	Overall	Afford- ability (Cost Burden)	Supply	Quality (Sub- standard)	Access- ibility	Size (Overcr owded)	Loca- tion
<b>Income &lt;= 30% of MFI<sup>2</sup></b>							
Small Related <sup>3</sup>	2,956	4	5	3	N/A	N/A	N/A
Large Related <sup>4</sup>	1,918	5	5	4	N/A	N/A	N/A
<b>Income &gt;30% but &lt;=50% of MFI</b>							
Small Related	2,486	4	5	4	N/A	N/A	N/A
Large Related	1,647	5	5	4	N/A	N/A	N/A
<b>Income &gt;50% but &lt;80% of MFI</b>							
Small Related	2,289	4	5	5	N/A	N/A	N/A
Large Related	1,031	3	5	4	N/A	N/A	N/A
Elderly	2,788	4	5	4	N/A	N/A	N/A
Families with Disabilities	Unk						
Race/Ethnicity <sup>5</sup>							
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

Unk = Unknown

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s: County of Ventura  
Indicate year: Ventura County 1995 Consolidated Plan (dated May 1995)
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data  
Indicate year:

<sup>1</sup> Entitlement Area includes the unincorporated areas of Ventura County and the cities of Fillmore, Moorpark, Ojai, Port Hueneme, and Santa Paula.

<sup>2</sup> MFI = Median Family Income, as reported/used in Ventura County’s 1995 Consolidated Plan.

<sup>3</sup> Small related family = 2 to 4 people.

<sup>4</sup> Large related family = 5 or more people.

<sup>5</sup> In accordance with the Consolidated Plan, the County is not experiencing any disproportionate housing needs for any ethnic group.

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- Other housing market study  
 Indicate year:  
 Other sources: (list and indicate year of information)

<b>Housing Needs of Families in the Jurisdiction (Camarillo)</b>							
<b>by Family Type</b>							
Family Type (Renter)	Overall	Affordability (Cost Burden)	Supply	Quality (Sub-standard)	Access-ibility	Size (Overcrowded)	Location
Income <= 30% of MFI	664	5	5	N/A	N/A	2	N/A
Small Family	191	5	5	N/A	N/A	3	N/A
Large Family	129	5	5	N/A	N/A	5	N/A
Elderly	262	3	N/A	N/A	N/A	N/A	N/A
Income >30% but <=50% of MFI	744	5	5	N/A	N/A	2	N/A
Small Family	270	4	5	N/A	N/A	4	N/A
Large Family	155	4	4	N/A	N/A	N/A	N/A
Elderly	214	4	5	N/A	N/A	N/A	N/A
Income >50% but <80% of MFI	1,118	5	5	N/A	N/A	2	N/A
Small Family	511	4	4	N/A	N/A	3	N/A
Large Family	273	5	5	N/A	N/A	4	N/A
Elderly	65	4	4	N/A	N/A	N/A	N/A
Elderly (see above)							
Families with Disabilities	Unk						
<b>White Non-Hispanic</b>							
Income <= 30% of MFI	429	5	4	N/A	N/A	3	N/A
Small Family	109	N/A	5	N/A	N/A	N/A	N/A
Large Family	50	N/A	5	N/A	N/A	N/A	N/A
Elderly	212	N/A	3	N/A	N/A	N/A	N/A
Income >30% but <=50% of MFI	551	5	5	N/A	N/A	2	N/A
Small Family	201	N/A	4	N/A	N/A	4	N/A
Large Family	85	N/A	5	N/A	N/A	N/A	N/A

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<b>Housing Needs of Families in the Jurisdiction (Camarillo)</b>							
<b>by Family Type</b>							
<b>Family Type (Renter)</b>	<b>Overall</b>	<b>Affordability (Cost Burden)</b>	<b>Supply</b>	<b>Quality (Sub-standard)</b>	<b>Access-ibility</b>	<b>Size (Overcrowded)</b>	<b>Location</b>
Elderly	186	N/A	5	N/A	N/A	N/A	N/A
Income >50% but <80% of MFI	580	5	5	N/A	N/A	3	N/A
Small Family	289	N/A	5	N/A	N/A	N/A	N/A
Large Family	96	N/A	4	N/A	N/A	N/A	N/A
Elderly	45	N/A	4	N/A	N/A	N/A	N/A
<b>Black Non-Hispanic</b>							
Income <= 30% of MFI	27	3	3	N/A	N/A	3	N/A
Small Family	0	N/A	2	N/A	N/A	2	N/A
Large Family	27	N/A	5	N/A	N/A	4	N/A
Elderly	0	N/A	2	N/A	N/A	2	N/A
Income >30% but <=50% of MFI	0	2	2	N/A	N/A	2	N/A
Small Family	0	N/A	2	N/A	N/A	2	N/A
Large Family	0	N/A	2	N/A	N/A	2	N/A
Elderly	0	N/A	2	N/A	N/A	2	N/A
Income >50% but <80% of MFI	36	3	4	N/A	N/A	3	N/A
Small Family	14	N/A	3	N/A	N/A	2	N/A
Large Family	22	N/A	5	N/A	N/A	4	N/A
Elderly	0	N/A	2	N/A	N/A	2	N/A
<b>Hispanic</b>							
Income <= 30% of MFI	118	3	5	N/A	N/A	3	N/A
Small Family	53	N/A	5	N/A	N/A	4	N/A
Large Family	27	N/A	5	N/A	N/A	5	N/A
Elderly	23	N/A	3	N/A	N/A	2	N/A
Income >30% but <=50% of MFI	115	5	4	N/A	N/A	4	N/A
Small Family	44	N/A	3	N/A	N/A	4	N/A

<b>Housing Needs of Families in the Jurisdiction (Camarillo) by Family Type</b>							
<b>Family Type (Renter)</b>	<b>Overall</b>	<b>Afford- ability (Cost Burden)</b>	<b>Supply</b>	<b>Quality (Sub- standard)</b>	<b>Access- ibility</b>	<b>Size (Overcr owded)</b>	<b>Loca- tion</b>
Large Family	53	N/A	5	N/A	N/A	5	N/A
Elderly	6	N/A	5	N/A	N/A	2	N/A
Income >50% but <80% of MFI	125	3	4	N/A	N/A	4	N/A
Small Family	35	N/A	4	N/A	N/A	3	N/A
Large Family	62	N/A	5	N/A	N/A	5	N/A
Elderly	0	N/A	2	N/A	N/A	2	N/A

Unk = Unknown

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s  
Indicate year:
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)  
Southern California Association of Governments (SCAG)/HUD data, based on housing problems present at 1990 census, projected for household growth, 1990 to 1998. Issued in November 1999.

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<b>Housing Needs of Families in the Jurisdiction (Thousand Oaks)</b>							
<b>by Family Type</b>							
Family Type (Renter)	Overall	Affordability (Cost Burden)	Supply	Quality (Sub-standard)	Accessibility	Size (Overcrowded)	Location
Income <= 30% of MFI	1,310	5	5	N/A	N/A	3	N/A
Income >30% but <=50% of MFI	1,157	5	5	N/A	N/A	3	N/A
Income >50% but <80% of MFI	1,623	5	5	N/A	N/A	3	N/A
Elderly	1,914	5	5	N/A	N/A	N/A	N/A
Families with Disabilities	60	5	5	N/A	N/A	N/A	N/A
Homeless or At Risk	185	5	5	N/A	N/A	N/A	N/A
<b>White Non-Hispanic</b>							
Income <= 30% of MFI	828	4	4	N/A	N/A	4	N/A
Small Family	195	N/A	4	N/A	N/A	4	N/A
Large Family	43	N/A	4	N/A	N/A	5	N/A
Elderly	442	N/A	3	N/A	N/A	2	N/A
Income >30% but <=50% of MFI	875	5	5	N/A	N/A	2	N/A
Small Family	321	N/A	4	N/A	N/A	4	N/A
Large Family	90	N/A	4	N/A	N/A	5	N/A
Elderly	254	N/A	3	N/A	N/A	2	N/A
Income >50% but <80% of MFI	817	4	4	N/A	N/A	4	N/A
Small Family	381	N/A	4	N/A	N/A	4	N/A
Large Family	62	N/A	4	N/A	N/A	5	N/A
Elderly	172	N/A	5	N/A	N/A	2	N/A
<b>Black Non-Hispanic</b>							
Income <= 30% of MFI	27	4	3	N/A	N/A	3	N/A
Small Family	27	N/A	5	N/A	N/A	3	N/A
Large Family	0	N/A	2	N/A	N/A	4	N/A
Elderly	0	N/A	2	N/A	N/A	2	N/A

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<b>Housing Needs of Families in the Jurisdiction (Thousand Oaks)</b>							
<b>by Family Type</b>							
Family Type (Renter)	Overall	Afford- ability (Cost Burden)	Supply	Quality (Sub- standard)	Access- ibility	Size (Overcr owded)	Loca- tion
Income >30% but <=50% of MFI	16	5	3	N/A	N/A	2	N/A
Small Family	16	N/A	3	N/A	N/A	2	N/A
Large Family	0	N/A	2	N/A	N/A	2	N/A
Elderly	0	N/A	2	N/A	N/A	2	N/A
Income >50% but <80% of MFI	6	4	2	N/A	N/A	2	N/A
Small Family	6	N/A	3	N/A	N/A	2	N/A
Large Family	0	N/A	2	N/A	N/A	2	N/A
Elderly	0	N/A	2	N/A	N/A	2	N/A
<b>Hispanic</b>							
Income <= 30% of MFI	200	5	4	N/A	N/A	3	N/A
Small Family	74	N/A	4	N/A	N/A	3	N/A
Large Family	84	N/A	5	N/A	N/A	4	N/A
Elderly	42	N/A	3	N/A	N/A	2	N/A
Income >30% but <=50% of MFI	260	5	5	N/A	N/A	4	N/A
Small Family	105	N/A	5	N/A	N/A	3	N/A
Large Family	84	N/A	5	N/A	N/A	5	N/A
Elderly	9	N/A	5	N/A	N/A	2	N/A
Income >50% but <80% of MFI	197	4	4	N/A	N/A	3	N/A
Small Family	64	N/A	5	N/A	N/A	3	N/A
Large Family	70	N/A	5	N/A	N/A	4	N/A
Elderly	0	N/A	2	N/A	N/A	2	N/A

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

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- Consolidated Plan of the Jurisdiction/s: City of Thousand Oaks  
Indicate year: 1995-1999
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)
  - Southern California Association of Governments (SCAG)/HUD data, based on housing problems present at 1990 census, projected for household growth, 1990 to 1998. Issued in November 1999.
  - Housing Element, Thousand Oaks General Plan, 1997 Update

<b>Housing Needs of Families in the Jurisdiction (Simi Valley) by Family Type</b>							
Family Type (Renter)	Overall	Affordability (Cost Burden)	Supply	Quality (Sub-standard)	Access-ibility	Size (Overcrowded)	Location
Income <= 30% of MFI	844	5	5	5	N/A	5	N/A
Small Family	316	5	5	5	N/A	5	N/A
Large Family	51	5	5	5	N/A	5	N/A
Elderly	289	4	5	5	N/A	5	N/A
Income >30% but <=50% of MFI	1,035	5	5	5	N/A	5	N/A
Small Family	480	5	5	5	N/A	5	N/A
Large Family	164	5	5	5	N/A	5	N/A
Elderly	189	5	5	5	N/A	5	N/A
Income >50% but <80% of MFI	1,009	5	5	5	N/A	5	N/A
Small Family	532	5	5	5	N/A	5	N/A
Large Family	180	4	5	4	N/A	4	N/A
Elderly	52	5	5	5	N/A	5	N/A
Elderly (see above)							
Families with Disabilities	Unk						

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White Non-Hispanic							
Income <= 30% of MFI	729	N/A	5	N/A	N/A	N/A	N/A
Income >30% but <=50% of MFI	749	N/A	5	N/A	N/A	N/A	N/A
Income >50% but <80% of MFI	744	N/A	5	N/A	N/A	N/A	N/A
Black Non-Hispanic							
Income <= 30% of MFI	18	N/A	5	N/A	N/A	N/A	N/A
Income >30% but <=50% of MFI	18	N/A	5	N/A	N/A	N/A	N/A
Income >50% but <80% of MFI	44	N/A	N/A	N/A	N/A	N/A	N/A
Hispanic							
Income <= 30% of MFI	82	N/A	N/A	N/A	N/A	N/A	N/A
Income >30% but <=50% of AMI	230	N/A	N/A	N/A	N/A	N/A	N/A
Income >50% but <80% of MFI	194	N/A	N/A	N/A	N/A	N/A	N/A

Unk = Unknown

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s:
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

**B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists**

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State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

<b>Housing Needs of Families on the Waiting List (as of March 8, 2000)</b>			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	2,052		45
Extremely low income <=30% AMI	1,642	80	
Very low income >30% but <=50% AMI	369	18	
Low income >50% but <80% AMI	41	2	
Families with children	1,416	69	
Elderly families	308	15	
Families with Disabilities	328	16	
White/Hispanic	739	36	
White/Non-Hispanic	1,067	52	
Black/Hispanic	0	0	
Black/Non-Hispanic	102	5	
Amer. Ind./Hispanic	0	0	
Amer. Ind./Non-Hispanic	41	2	
Asian/Hispanic	0	0	
Asian/Non-Hispanic	103	5	

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<b>Housing Needs of Families on the Waiting List (as of March 8, 2000)</b>			
Characteristics by Bedroom Size (Public Housing Only)			
1 BR	595	29	
2 BR	740	37	
3 BR	595	29	
4 BR	103	5	
5 BR	0	0	
5+ BR	0	0	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

<b>Housing Needs of Families on the Waiting List (as of March 8, 2000)</b>			
Waiting list type: (select one) <input checked="" type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	924	80	368
Extremely low income <=30% AMI	740	19	
Very low income >30% but <=50% AMI	175	1	
Low income >50% but <80% AMI	9		

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<b>Housing Needs of Families on the Waiting List (as of March 8, 2000)</b>			
Families with children	582	63	
Elderly families	157	17	
Families with Disabilities	185	20	
White/Hispanic	360	39	
White/Non-Hispanic	444	48	
Black/Hispanic	0	0	
Black/Non-Hispanic	55	6	
Amer. Ind./Hispanic	0	0	
Amer. Ind./Non-Hispanic	28	3	
Asian/Hispanic	0	0	
Asian/Non-Hispanic	37	4	
Characteristics by Bedroom Size (Public Housing Only)			
1 BR	NA	NA	
2 BR	NA	NA	
3 BR	NA	NA	
4 BR	NA	NA	
5 BR	NA	NA	
5+ BR	NA	NA	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? 44 months Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

**C. Strategy for Addressing Needs**

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR** , and the Agency's reasons for choosing this strategy.

**(1) Strategies**

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- Continue effective maintenance and management policies to minimize the number of public housing units off-line
- Continue policy of minimum turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners
- Maintain or increase section 8 lease-up rates by effectively screening section 8 applicants as defined in the Administrative Plan to increase owner acceptance of program
- Continue to participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)
  - Conduct aggressive outreach efforts to potential voucher landlords. Educate “stakeholders” in Section 8 Program benefits and changing regulations to program requirements.

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)
  - Continue collaboration with local organizations to acquire, improve, or develop additional housing opportunities for low-income families, including but not limited to:
    - Partners in Housing.

- Habitat for Humanity.
- Many Mansions.
- Cabrillo Economic Development Corporation.
- Ventura County Housing and Homeless Coalition.

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)
  - Effectively administer Economic Development and Supportive Services (EDSS) grant funding to provide in-home supportive services for seniors/disabled through collaboration with Lutheran Social Services
  - If awarded, effectively administer Resident Opportunities and Self-Sufficiency (ROSS) grant funding to provide wellness programs, health screening clinics, safety and anti-fraud presentations, transportation services, and senior resources information for seniors

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)
  - Effectively administer EDSS grant funding to provide in-home supportive services for seniors/disabled through collaboration with Lutheran Social Services

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs: Provide translation services (i.e., bi-lingual briefing packets, bi-lingual staff) and handout materials/forms in Spanish.
- Other: (list below)

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)
  - Continue to operate the housing agency in full compliance with all equal opportunity laws and regulations
  - Continue to emphasize Section 3 employment and other economic opportunities; continue to exceed Section 3 goals for increased employment of public housing residents and creation of resident-owned businesses.
  - Undertake affirmative measures to improve availability of assisted housing for persons with all varieties of disabilities.

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)
  - FMRs significantly less than market rents

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	\$403,876	
b) Public Housing Capital Fund	\$585,903	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$17,341,259	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$78,079	
g) Resident Opportunity and Self-Sufficiency Grants	\$46,350	
h) Community Development Block Grant	N/A	
i) HOME	N/A	
Other Federal Grants (list below)		
EDSS (FY 1999)	\$47,912	PH supportive services
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
Comprehensive Grant (FY 1997)	\$107,151	PH capital improvements
Comprehensive Grant (FY 1998)	\$295,939	PH capital improvements
<b>3. Public Housing Dwelling Rental Income</b>	\$1,006,584	PH operations
<b>4. Other income (list below)</b>		
Laundry	\$27,083	PH operations

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
PH interest	\$37,445	PH operations
Section 8 interest	\$81,400	Section 8 supportive services
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	\$20,058,981	

**3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

**A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

**(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)  
When the family reaches the top of the waiting list, a full application is completed. At this point, the “final determination of eligibility for admission” occurs and the AHA ensures that verification of all HUD and AHA eligibility factors is current in order to determine the family’s eligibility for an offer of a suitable unit.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)
  - Credit history (i.e., run a credit check)
  - Eviction or a record of disturbance of neighbors sufficient to warrant a police call, destruction of property, or living or housekeeping habits at present or prior residences which may adversely affect the health, safety, or welfare of other tenants or neighbors

- Any history or evidence of repeated acts of violence on the part of an individual, or a pattern of conduct constituting a danger to peaceful occupancy by neighbors
  - Any history of initiating threats or behaving in a manner indicating an intent to assault employees or other tenants
  - Any history of alcohol or substance abuse that would threaten the health, welfare, or right to peaceful enjoyment of the premises by other residents
- c.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

**(2) Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

The AHA maintains a community-wide waiting list, but within that list applicants may designate the development or developments in which they seek to reside (i.e., a site-based waiting list). If a particular development(s) is not designated by the applicant, the applicant will be considered for the next available, appropriate family/senior unit in any of the AHA's seven public housing developments. The list can be sorted to extract sub-lists of applicants interested in a particular development or developments.

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office
- Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection

1. How many site-based waiting lists will the PHA operate in the coming year? 7  
**Note:** See explanation of waiting list at Paragraph a. "Other" above.

2.  Yes  No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?
3.  Yes  No: May families be on more than one list simultaneously  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- PHA main administrative office
  - All PHA development management offices
  - Management offices at developments with site-based waiting lists
  - At the development to which they would like to apply
  - Other (list below)

**(3) Assignment**

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- One
  - Two
  - Three
- b.  Yes  No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

**(4) Admissions Preferences**

- a. Income targeting:  
 Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:  
In what circumstances will transfers take precedence over new admissions? (list below)
- Emergencies
  - Overhoused
  - Underhoused
  - Medical justification
  - Administrative reasons determined by the PHA (e.g., to permit modernization work)
  - Resident choice: (state circumstances below)

Other: (list below)

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection (5) Occupancy)
  
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

The AHA has established the following local admission preferences in the following order:

1. Resident and Veteran/Active Serviceperson
2. Resident
3. Veteran/Active Serviceperson
4. Others

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

1 Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
  - 2 Resident and Veteran/Active Serviceperson
  - 3 Resident
  - 4 Veteran/Active Serviceperson
  - 5 Others

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)
  - PHA pre-occupancy briefings and written materials

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
- Any time family composition changes (in writing within 10 working days of the occurrence)
- At family request for revision

Other (list)

**(6) Deconcentration and Income Mixing**

a.  Yes  No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b.  Yes  No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

Adoption of site-based waiting lists  
If selected, list targeted developments below:

Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:

Employing new admission preferences at targeted developments  
If selected, list targeted developments below:

Other (list policies and developments targeted below)  
Although the AHA's analysis of tenant incomes indicated all families are "extremely low income" families for the area, policies related to deconcentration have been incorporated into the Public Housing Admissions and Continued Occupancy Policy (ACOP). This allows policies to be in place should an annual review of tenant incomes indicate that there has been a significant change in income characteristics of a particular development. Then the AHA will evaluate the changes to determine whether, based on the AHA methodology of choice, the project needs to be redesignated as a higher or lower income project or whether the AHA has met the deconcentration goals and the project needs no such designation.

Policies incorporated into the ACOP relate to:

- Income targeting, including low-income family admissions
- Deconcentration and income mixing goals
- Project designation methodology, including aggregate average method
- Incentives for higher income families to move into lower income projects

d.  Yes  No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)

The AHA will apply the following criteria, in addition to the HUD eligibility criteria, as grounds for denial of admission to the program:

- The family must not have violated any family obligations during a previous participation in the Section 8 Program for 3 years prior to final eligibility determination. The AHA may make an exception, if the family member who violated the family obligation is not a current member of the household on the application.
- If the AHA denies assistance to a person with a disability due to a violation of family obligation, and the violation was the result of the disability, the applicant may request a review of the decision to deny assistance.

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- The family must pay any outstanding debt owed the AHA or another PHA as a result of prior participation in any Federal housing program.
  - No family member may have been evicted from Federally assisted housing in the last 5 years.
  - The AHA may check criminal history for all adults in the household to determine whether any member has violated any “One Strike” prohibited behaviors.
  - The AHA may perform the following types of tenant screening activities:
    - Criminal background check
    - Drug related activity.
  - If any applicant deliberately misrepresents the information on which eligibility or tenant rent is established, the AHA may deny assistance and may refer the family file/record to the proper authorities for appropriate disposition.
- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
  - Other (describe below)
    - The AHA will furnish prospective owners with the family’s current address as shown in the AHA’s records and, if known to the AHA, the name and address of the landlord at the family’s current and prior address. (The AHA will make an exception to this requirement if the family’s whereabouts must be protected due to domestic abuse or witness protection.)
    - The AHA will inform owners that it is the responsibility of the landlord to determine the suitability of prospective tenants. Owners will be encouraged to screen applicants for rent payment history, eviction history, damage to units, and other factors related to the family’s suitability as a tenant. (A statement of the AHA’s policy on release of information to prospective landlords will be included in the briefing packet which is provided to the family.)
    - The AHA will provide documented information regarding tenancy history from the previous landlord to prospective landlords upon written request from the landlord(s) (if such information is available to the AHA).

**(2) Waiting List Organization**

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- None, however, if the waiting list for the AHA's public housing program is open at the time an applicant applies for Section 8, the AHA will place the family on its waiting list for public housing.
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- PHA main administrative office
- Other (list below)

**(3) Search Time**

a.  Yes  No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

The AHA allows an initial voucher term of 120 days, with one or more extensions for good cause, such as to increase housing choice opportunities or in response to a reasonable accommodation request.

**(4) Admissions Preferences**

a. Income targeting

Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent (5) Special purpose section 8 assistance programs)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

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- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

The AHA has established the following local admission preferences in the following order:

1. Resident and Veteran/Active Serviceperson
2. Resident
3. Veteran/Active Serviceperson
4. Others

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)

- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
  - 2 Resident and Veteran/Active Serviceperson
  - 3 Resident
  - 4 Veteran/Active Serviceperson
  - 5 Others

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)  
Briefing packet

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- Through published notices
- Other (list below)

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

##### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

##### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0  
 \$1-\$25  
 \$26-\$50

2.  Yes  No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1.  Yes  No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:
- Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:
- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)
  - For the income of a member of the family who was previously unemployed for one or more years
  - For the income of a member of the family during participation in any family self-sufficiency or other job training program
  - For the income of a member of the family who is or was, within 6 months, assisted under any State program for TANF and whose earned income increases

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- Yes for all developments
- Yes but only for some developments
- No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)

- 95<sup>th</sup> percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The “rental value” of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- Other (list below)
  - Families must report all changes in household composition to the AHA between annual examinations. This includes additions due to birth, adoption and court-awarded custody.
  - Families are not required to report any increases in income or assets until the annual examination, unless a new family member joins the household.

g.  Yes  No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

**(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)
  - HUD established FMRs
  - Individual and average rents paid by tenants by development and by bedroom size
  - Market rental rates

**B. Section 8 Tenant-Based Assistance**

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

**(1) Payment Standards**

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)
- Other (list below)  
Within the range between 90% and 110% of the FMR.

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)
  - Availability of suitable vacant units below the payment standard
  - Quality of units
  - Size of units

**(2) Minimum Rent**

a. What amount best reflects the PHA’s minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

b.  Yes  No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

**5. Operations and Management (Not required for high performing PHAs)**

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

**A. PHA Management Structure**

Describe the PHA’s management structure and organization.

(select one)

- An organization chart showing the PHA’s management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows:

**B. HUD Programs Under PHA Management**

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use “NA” to indicate that the PHA does not operate any of the programs listed below.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		

Other Federal Programs(list individually)		

**C. Management and Maintenance Policies**

List the PHA’s public housing management and maintenance policy documents, manuals and handbooks that contain the Agency’s rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

(2) Section 8 Management: (list below)

**6. PHA Grievance Procedures (Not required for high performing PHAs)**

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

**A. Public Housing**

1.  Yes  No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- PHA main administrative office
- PHA development management offices
- Other (list below)

**B. Section 8 Tenant-Based Assistance**

1.  Yes  No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- PHA main administrative office  
 Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

### **A. Capital Fund Activities**

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

#### **(1) Capital Fund Program Annual Statement**

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment B (file name CA092b01)

-or-

- The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

#### **(2) Optional 5-Year Action Plan**

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

- a.  Yes  No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

- The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment C (file name CA092c01)

-or-

- The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

## **B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- Yes  No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)
1. Development name:
  2. Development (project) number:
  3. Status of grant: (select the statement that best describes the current status)
    - Revitalization Plan under development
    - Revitalization Plan submitted, pending approval
    - Revitalization Plan approved
    - Activities pursuant to an approved Revitalization Plan underway
- Yes  No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?  
If yes, list development name/s below:
- Yes  No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?  
If yes, list developments or activities below:
- Yes  No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?  
If yes, list developments or activities below:

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to

component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

Yes  No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. Activity type: Demolition <input type="checkbox"/>	
Disposition <input type="checkbox"/>	
3. Application status (select one)	
Approved <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>	
5. Number of units affected:	
6. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	
7. Timeline for activity:	
a. Actual or projected start date of activity:	
b. Projected end date of activity:	

**9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1.  Yes  No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a

streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	(DD/MM/YY)
5. If approved, will this designation constitute a (select one)	<input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected:	
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

**10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

**A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1.  Yes  No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**Note:** The AHA administers the Ventura Cities Mortgage Finance Authority (a down payment assistance program which is the result of a collaboration of local cities and lenders)

**A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1.  Yes  No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description  
 Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	
<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)	
3. Application status: (select one)	
<input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application	
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)	

5. Number of units affected:  
6. Coverage of action: (select one)  
 Part of the development  
 Total development

## B. Section 8 Tenant Based Assistance

1.  Yes  No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

### 2. Program Description:

#### a. Size of Program

- Yes  No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants  
 26 - 50 participants  
 51 to 100 participants  
 more than 100 participants

#### b. PHA-established eligibility criteria

- Yes  No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

## **12. PHA Community Service and Self-sufficiency Programs (Not required for high performing PHAs)**

[24 CFR Part 903.7 9 (1)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

### A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- Yes  No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

- Yes  No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )



- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

**D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937**

**13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

**A. Need for measures to ensure the safety of public housing residents**

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

3. Which developments are most affected? (list below)

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake:  
(select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

2. Which developments are most affected? (list below)

**C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

2. Which developments are most affected? (list below)

**D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment D File name: CA092d01)

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

*Note: The AHA's policy for keeping pets and any criteria or standards pertaining to the policy are provided in the AHA's PH ACOP.*

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

- 1.  Yes  No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
- 2.  Yes  No: Was the most recent fiscal audit submitted to HUD?
- 3.  Yes  No: Were there any findings as the result of that audit?
- 4.  Yes  No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_\_
- 5.  Yes  No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

**17. PHA Asset Management (Not required for high performing PHAs)**

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

- 1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
- 2. What types of asset management activities will the PHA undertake? (select all that apply)
  - Not applicable
  - Private management
  - Development-based accounting
  - Comprehensive stock assessment
  - Other: (list below)

3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

**18. Other Information**

[24 CFR Part 903.7 9 (r)]

**A. Resident Advisory Board Recommendations**

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

- Attached at Attachment (File name )  
 Provided below:

The AHA established a nine-member Resident Advisory Board of individuals who reflect and represent the residents assisted by the AHA. Three meetings were held with the Board on November 9, 1999, December 7, 1999, and February 29, 2000. The following summarizes comments discussed at those meetings. Page references refer to the page location in the Agency Plan draft dated 11/9/99:

Subject	Comment
<p><b>PHA Goal:</b> Increase assisted housing choices (pg 3)</p> <p><b>Objective:</b> Hold quarterly educational meetings with property owners and managers.</p>	<p>Question was raised as to whether this was a practical objective in light of some landlords reluctance to participate in the Section 8 Program. AHA will continue to conduct outreach and educate landlords on program benefits and changing regulations to program requirements.</p>
<p><b>PHA Goal:</b> Enhance the marketability and perception of both public housing and the AHA. (pg 5)</p> <p><b>Objective:</b> Emphasize the use of the term "AHA-owned properties" or "affordable housing units" versus "public housing" to help eliminate the associated/perceived stigma.</p> <p><b>Objective:</b> AHA Executive Director to continue to speak at least annually to numerous civic, religious, or fraternal organizations on what the programs can do for them and their members/constituents.</p>	<p>Question was raised about how the AHA would attempt to sway preconceived opinions/perceptions about residents in public housing. The AHA will continue to lobby against the stereotypical view of Public Housing and to preserve the "curb appeal" of its developments.</p> <p>Question was asked about the AHA Executive Director's availability to speak at an upcoming meeting of the Council on Aging. Executive Director's schedule to be determined.</p>
<p><b>General Comment</b></p>	<p>A comment was made that the "tone" of the 5-year plan was a friendly, people-oriented one.</p>

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<b>Three-Month Delay in Reissuing Assistance (QHWRA)</b>	Question was asked about the delay in reissuing certificates/vouchers. Since the delay was not extended, vouchers may be continuously reissued.
<b>Tenant Screening and Eviction (QHWRA)</b>	Question was raised concerning the extent to which the AHA conducts criminal background checks. The AHA conducts background checks for Public Housing applicants, but the landlord is responsible for tenant screening in the Section 8 Program.
<b>Income Provisions (QHWRA)</b>	Question was asked concerning student status/ requirement for 12 college units for someone with a learning disability. AHA and other PHA policies to be researched for similar situations.
<b>Community Service Requirement (QHWRA)</b>	Question was asked on the details of the requirement implementation. Since Congress has dictated the requirement, PHAs will oversee its implementation. Those residents exempted from the requirement were identified.
<b>General Comments and Questions: Section 811 Program</b>	Question was asked regarding the Villa Calleguas (Section 811) project under construction and whether or not program recipients need assistance with household chores. Recipients must be able to live independently, but the level of proficiency with day-to-day tasks may vary from one individual to another. Local Behavioral Health Department staff provide services, including counseling and lifestyle workshops. The AHA provides an on-site manager who also assists with resident needs.
<b>Annual Recertification Process</b>	Question was raised as to whether residents may ask questions when AHA staff conduct the annual recertification. Inspectors are tasked with determining if units are maintained in accordance with appropriate standards. Housing technicians are responsible for conducting the recertification which may be done by mail depending on the volume of recertifications. In all cases residents are not only able to, but encouraged to, ask questions or discuss issues of concern.
<b>Income Definitions</b>	Question was asked about the dollar limitations for "very low," "low," etc. incomes. "Low" is defined as 80% of the median income for the area, "very low" as 50% of the median income, and "extremely low" as 30% of the median income. The exact dollar limitation for each category will be provided to those who request it. Within the AHA's public housing developments, more than 80% of the families are classified as "extremely low."
<b>Immigrant Status</b>	Question was raised about the eligibility for housing assistance for immigrant families who have an American citizen member. Applicants receive assistance, or are denied assistance, according to the number of eligible family members. The qualification process was explained.

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<p><b>Eviction from Federally Assisted Housing</b></p>	<p>Question was asked concerning a family that had been evicted and their loss of HUD eligibility. If a family was evicted from Federally assisted housing in the last 5 years, housing assistance may be denied. The AHA also has the discretion to consider circumstances that may override that policy.</p>
<p><b>Definition of Displaced Person and Ranking of Homeless Families</b></p>	<p>Question was raised as to the definition of a "displaced person." The term refers to a person/family who must relocate due to fire, earthquake, or other circumstances beyond their control. The ranking system for the waiting list and homeless vouchers were also discussed.</p>

3. In what manner did the PHA address those comments? (select all that apply)

- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments  
List changes below:

Other: (list below)

Comments were questions seeking clarification of requirements or additional information on implementation procedures (i.e., comments did not directly impact Agency Plan content).

**B. Description of Election Process for Residents on the PHA Board**

1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance

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- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

**C. Statement of Consistency with the Consolidated Plan**

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: **County of Ventura**

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - Meetings were held with the County of Ventura on August 26 and September 15, 1999.
  - AHA provided data/input to the County of Ventura on several occasions.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Ventura County Priority (as identified in the 1995 Consolidated Plan)	
For Affordable Housing:	Area Housing Authority Relevant Activity in the Coming Year
Retain housing stock through rehabilitation grants and loans	Administer the Capital Fund Program elements related to maintenance and modernization of the AHA's public housing developments.

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Expand available affordable housing stock for renters and owners, including units for large families and disabled individuals	Continue the collaboration between the AHA, Partners in Housing, and Villa Calleguas, Inc. for a facility with 24 one-bedroom units for independently living, mentally ill individuals. This project, called Villa Calleguas, is funded through HUD Section 811, Ventura County HOME funds, with additional financial assistance from the AHA. In October 1999, the groundbreaking ceremony was held and construction is in progress. Partners in Housing is the sponsor of the project, Villa Calleguas Inc. is the project owner, and the AHA will provide property management services.
Facilitate the availability of affordable rental units for extremely low- and low-income households	Continue the operation/administration of the Public Housing and Section 8 Programs; apply for additional Section 8 vouchers should funding become available.
Increase the potential for homeownership among low- and moderate-income homebuyers and/or first-time homebuyers	Continue to administer and expand the AHA's Family Self-Sufficiency Program.  Continue to administer the Ventura Cities Mortgage Finance Authority (a down payment assistance program and a cooperative effort of cities and lenders)

<b>For Housing for Special Needs Groups:</b>	
Provide a safe, short-term housing environment for abused, abandoned, and neglected children	Continue the operation/administration of the Family Unification Program.
Develop independent living housing and a licensed residential facility for the mentally ill	See previous description for Villa Calleguas project.
Develop supportive transitional housing for (non-homeless) special needs populations, including but not limited to men, women, and their children during drug and alcohol treatment, persons with HIV/AIDS, mentally ill, victims of domestic violence and their children	See previous description for Villa Calleguas project.  Continue to identify and support special admissions to Public Housing and the Section 8 Programs for victims of domestic violence and their children, families who inform on criminal activity and need housing assistance to avoid reprisals, and victims of hate crimes who have to vacate their homes for protection.
<b>For Non-Housing Community Development Needs:</b>	
1. Remove architectural barriers to improve handicapped accessibility	Administer the Capital Fund Program elements related to Americans with Disabilities (ADA) upgrades and improvements at the AHA's public housing developments.
2. Enhance economic development of the area while at the same time supporting educational opportunities for low-income persons and families.	Continue to administer the Public Housing Drug Elimination Program (PHDEP) with its educational and supportive services for residents of the AHA's family public housing development of Roth Apartments in Meiners Oaks.
3. Acquire, construct, rehabilitate public facilities for the use of primarily lower-income individuals and families where a need has been determined	NA
4. Support the improvement or installation of infrastructure in areas where there is a need due to health and safety or due to the development of affordable housing	NA

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<b>For Public Service Needs:</b>	
<p>Provide support services for special needs groups where necessary and when funding is available</p>	<p>Continue to administer the Public Housing Drug Elimination Program (PHDEP) with its educational and supportive services for residents of the AHA's family public housing development of Roth Apartments in Meiners Oaks.</p> <p>Administer the Economic Development and Supportive Services (EDSS) Grant for in-home supportive services for the AHA's elderly public housing developments of Tafoya Terrace in Moorpark and Whispering Oaks in Ojai. The program is a collaboration between the AHA and Lutheran Social Services of Southern California, the local chapter of the Lutheran Social Ministry Organization.</p> <p>If awarded, administer the Resident Opportunities and Self-Sufficiency (ROSS) Grant for wellness programs, health screening clinics, and fire safety, anti-fraud, and senior resource presentations and instruction at the AHA's elderly public housing developments of Tafoya Terrace in Moorpark and Whispering Oaks in Ojai.</p> <p>Continue ownership, property management, and maintenance services for Las Posadas, which provides 30 single room occupancy (SRO) units for mentally ill persons with 24-hour care. The facility, which was dedicated in March 1996, includes two large duplexes and a community building, providing a safe, secure environment and sanitary housing for residents. The Ventura County Behavioral Health Department provides clinical services to the residents. See previous description for Villa Calleguas project.</p>

Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

1. Consolidated Plan jurisdiction: **City of Thousand Oaks**

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Southern California Association of Governments (SCAG) Housing Need Data; the Housing Element, Thousand Oaks General Plan, 1997 Update; the Consolidated Plan 1995 – 1999; and the U.S. Census data CHAS dataset.

The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

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- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - Meetings were held with the City of Thousand Oaks on December 2 and December 15, 1999.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Thousand Oaks Priority (as identified in the 1995 Consolidated Plan)	Area Housing Authority Relevant Activity in the Coming Year
Maintain and add affordable housing units, especially for lower income households	Continue the operation/administration of the Public Housing and Section 8 Programs; apply for additional Section 8 vouchers should funding become available.
Conserve and improve units in existing housing stock	Administer the Capital Fund Program
Strive to assure that all persons have equal access to housing and provide for "special need" households and those households "at risk"	<p>Continue to adhere to the AHA's fair housing practices; provide fair housing referral services to residents as appropriate.</p> <p>Administer the EDSS Grant for in-home supportive services for the AHA's elderly development of Florence Janss in Thousand Oaks. The program is a collaboration between the AHA and Lutheran Social Services of Southern California, the local chapter of the Lutheran Social Ministry Organization.</p> <p>Administer the Multifamily Housing Drug Elimination Program through partnerships with youth-activity providers for the residents of Los Arboles Apartments in Thousand Oaks, a project based rental assistance development.</p> <p>If awarded, administer the ROSS Grant for wellness programs, health screening clinics, and fire safety, anti-fraud, and senior resource presentations and instruction at the AHA's elderly public housing development of Florence Janss.</p> <p>Continue ownership, property management, and maintenance services for Las Posadas, which provides 30 single room occupancy (SRO) units for mentally ill persons with 24-hour care. The facility, which was dedicated in March 1996, includes two large duplexes and a community building, providing a safe, secure environment and sanitary housing for residents. The Ventura County Behavioral Health Department provides clinical services to the residents. See previous description for Villa Calleguas project.</p>
Provide adequate supply and a sufficient variety of new housing opportunities	Continue the operation/administration of the Public Housing and Section 8 Programs; apply for additional Section 8 vouchers should funding become available.
<b>Priority for Non-Housing Development Needs:</b>	

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Elimination of slums and blight; prevention of the deterioration of property	Administer the Capital Fund Program elements related to maintenance and modernization of the AHA's public housing developments.
Elimination of conditions detrimental to health, safety, and public welfare; funding of public service programs, principally for persons of low and moderate income	Continue to administer the Public Housing Drug Elimination Program (PHDEP) with its educational and supportive services for residents of the AHA's family developments of Leggett Court and Fiore Gardens.  Administer the Capital Fund Program elements related to maintenance and modernization of the AHA's public housing developments.
Handicapped access and elimination of architectural barriers	Administer the Capital Fund Program elements related to Americans with Disabilities (ADA) upgrades and improvements at the AHA's public housing developments.

Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

1. Consolidated Plan jurisdiction: **City of Camarillo**

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Southern California Association of Governments (SCAG) Housing Need Data, and the U.S. Census data CHAS dataset.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - Meeting was held with the City of Camarillo on December 28, 1999.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Camarillo Priority (as identified in the 1995 Consolidated Plan)	Area Housing Authority Relevant Activity in the Coming Year
Provide assistance to the homeless	Administer the Section 8 Homeless Voucher Program.

Area Housing Authority of the County of Ventura

<p>Provide assistance to Camarillo residents, including senior citizens, youth, and families</p>	<p>Continue the operation/administration of the Public Housing and Section 8 Programs; apply for additional Section 8 vouchers should funding become available.</p> <p>Continue ownership, property management, and maintenance services for Las Posadas in Camarillo, which provides 30 single room occupancy (SRO) units for mentally ill persons with 24-hour care. The facility, which was dedicated in March 1996, includes two large duplexes and a community building, providing a safe, secure environment and sanitary housing for residents. The Ventura County Behavioral Health Department provides clinical services to the residents.</p> <p>Continue the collaboration between the AHA, Partners in Housing, and Villa Calleguas, Inc. for a facility with 24 one-bedroom units for independently living, mentally ill individuals. This project, called Villa Calleguas and located in Camarillo, is funded through HUD Section 811, Ventura County HOME funds, with additional financial assistance from the AHA. In October 1999, the groundbreaking ceremony was held and construction is in progress. Partners in Housing is the sponsor of the project, Villa Calleguas Inc. is the project owner, and the AHA will provide property management services.</p>
<p>Provide affordable housing opportunities</p>	<p>Continue the operation/administration of the Public Housing and Section 8 Programs; apply for additional Section 8 vouchers should funding become available.</p>
<p>Provide fair housing assistance</p>	<p>Continue to adhere to the AHA's fair housing practices; provide fair housing referral services to residents as appropriate.</p>
<p>Provide economic development incentives and assistance</p>	<p>Continue to administer and expand the AHA's Family Self-Sufficiency Program.</p> <p>Continue to administer the Ventura Cities Mortgage Finance Authority (a down payment assistance program and a cooperative effort of cities and lenders).</p> <p>Continue to administer the Public Housing Drug Elimination Program (PHDEP) with its educational and supportive services for residents of the AHA's family development of Ellis Terrace.</p>

Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

1. Consolidated Plan jurisdiction: **City of Simi Valley**

Area Housing Authority of the County of Ventura

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the U.S. Census data CHAS dataset.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - Meeting was held with the City of Simi Valley on January 12, 2000.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Simi Valley Priority (as identified in the Amended Consolidated Plan)	Area Housing Authority Relevant Activity in the Coming Year
<p>Provide extremely low and low income apartments for both small and large family renters</p> <p>Provide attention to extremely low and low income persons with special needs (i.e., persons with physical or developmental disabilities, individuals living in group housing including alcohol or drug rehabilitation facilities, and individuals and/or families who are home sharing or renting rooms because they cannot otherwise afford independent housing)</p>	<p>Continue the operation/administration of the Section 8 Program; apply for additional Section 8 vouchers should funding become available.</p> <p>Continue ownership, property management, and maintenance services for Las Posadas in Camarillo, which provides 30 single room occupancy (SRO) units for mentally ill persons with 24-hour care. The facility, which was dedicated in March 1996, includes two large duplexes and a community building, providing a safe, secure environment and sanitary housing for residents. The Ventura County Behavioral Health Department provides clinical services to the residents.</p> <p>Continue the collaboration between the AHA, Partners in Housing, and Villa Calleguas, Inc. for a facility with 24 one-bedroom units for independently living, mentally ill individuals. This project, called Villa Calleguas and located in Camarillo, is funded through HUD Section 811, Ventura County HOME funds, with additional financial assistance from the AHA. In October 1999, the groundbreaking ceremony was held and construction is in progress. Partners in Housing is the sponsor of the project, Villa Calleguas Inc. is the project owner, and the AHA will provide property management services.</p>
<p>Provide low-cost housing and financial assistance for first-time home buyers</p>	<p>Continue to administer the Ventura Cities Mortgage Finance Authority (a down payment assistance program and a cooperative effort of cities and lenders).</p>
<p>Provide rental subsidies or develop apartment units with low rental rates for seniors</p>	<p>Continue the operation/administration of the Section 8 Program; apply for additional Section 8 vouchers should funding become available.</p>
<p>Provide programs for homeless individuals and families and persons at risk of becoming homeless</p>	<p>Administer the Section 8 Homeless Voucher Program.</p>

Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

#### **D. Other Information Required by HUD**

Use this section to provide any additional information requested by HUD.

### **19. Definition of “Substantial Deviation” and Significant Amendment or Modification”**

[24 CFR Part 903.7 (r)]

A “**substantial deviation**” from the AHA’s 5-Year Plan is defined as:

- A change to the AHA’s overall mission, or
- A complete change or abandonment of the AHA’s identified goals that significantly affect services to residents.

A “substantial deviation” does not relate to meeting identified objectives or delays in implementation of an objective due to the AHA’s business needs, emergencies, or circumstances beyond the AHA’s control.

A “**significant amendment or modification**” to the AHA’s 5-Year Plan and Annual Plan is defined as:

- A significant change to the AHA’s strategies for meeting the housing needs of families in its jurisdictions, or
- A significant change in the planned use of financial resources.

A “significant amendment or modification” does not relate to identified goals/objectives that are later refined through coordination with the local jurisdictions, city/county planning departments, or local jurisdictions’ Consolidated Plan proposals/programs.

**Attachments**

Use this section to provide any additional attachments referenced in the Plans.

- A. Admissions Policy for Deconcentration (file name CA092a01)
- B. FY2000 Capital Fund Program Annual Statement (file name CA092b01)
- C. FY2000 Capital Fund Program 5-Year Action Plan (file name CA092c01)
- D. Public Housing Drug Elimination Program (PHDEP) Plan (file name CA092d01)

**PHA Plan  
Table Library**

*(See Attachment CA092b01 for the AHA's FY2000 Capital Fund Program Annual Statement)*

**Component 7  
Capital Fund Program Annual Statement  
Parts I, II, and II**

**Annual Statement**

**Capital Fund Program (CFP) Part I: Summary**

Capital Fund Grant Number      FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

**Annual Statement  
Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

**Annual Statement**  
**Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

**Optional Table for 5-Year Action Plan for Capital Fund (Component 7)**

*(See Attachment CA092c01 for the AHA's FY2000 Capital Fund Program 5-Year Action Plan)*

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>Total estimated cost over next 5 years</b>				



## **ADMISSIONS POLICY FOR DECONCENTRATION**

### **1. OBJECTIVE**

The Quality Housing and Work Responsibility Act (QHWRA) of 1998, Section 513, established prohibitions against concentrating very low-income families in public housing units in certain developments or certain buildings within developments. Section 513 also established new regulations regarding annual requirements for admitting families with incomes below 30 percent of the area median and other income targeting requirements.

### **2. AHA'S ANALYSIS AND RESULTS**

The Area Housing Authority of the County of Ventura (AHA) conducted an analysis in December 1999 of public housing residents by development and then evaluated:

- Their individual incomes and overall average incomes by development,
- The comparison of incomes within each development,
- The comparison of incomes among the developments,
- The total dollar value of all incomes by development, and
- HUD-established income limits for various income groups in the Ventura County area.

The analysis showed that:

- The average incomes for the four family developments varied by as little as \$717 to \$2,901. The greatest variance existed between the average incomes of Fiore Gardens and Leggett Court, both of which are located in the City of Thousand Oaks within two miles of each other.
- Of all families in the AHA's family developments:
  - 61.8 percent are "extremely low income" and 32.5 percent are "very low income," with the remaining 5.7 percent as "lower income."
  - The highest individual incomes varied by 0 percent to 9.2 percent.
- The average incomes for the three senior developments varied by as little as \$66 to \$871.
- All average incomes for all developments fall between 14.3 percent and 28.3 percent of the area median (i.e., all averages are "extremely low-income").

Since the majority of residents are "extremely low income" families and the average tenant incomes reflect the same, with "very low income" families as the next predominant group, no significant disparity exists among the AHA's public housing developments. Although the analysis indicates that no income mixing/deconcentration is needed or appropriate, policies related to deconcentration have been incorporated into the Public Housing Admissions and Continued Occupancy Policy (ACOP). This allows policies to be in place should an annual review of tenant incomes indicate that there has been a significant change in income characteristics of a particular development.

Policies incorporated into the ACOP relate to:

- Income targeting, including low-income family admissions
- Deconcentration and income mixing goals
- Development designation methodology, including aggregate average method
- Incentives for higher income families to move into lower income developments

If the AHA's annual review of tenant incomes indicates that there has been a significant change in the tenant income characteristics of a particular development, the AHA will evaluate the changes to determine whether, based on the AHA methodology of choice, the development needs to be

Area Housing Authority of the County of Ventura

redesignated as a higher or lower income development or whether the AHA has met the deconcentration goals and the development needs no particular designation.

**Annual Statement / Performance and Evaluation Report  
Comprehensive Grant Program (CGP) Part I: Summary**

**U.S. Department of Housing and Urban Development  
OMB Approval No. 2577-0157 (Exp. 7/31/98)**

Office of Public and Indian Housing

PHA/IHA Name AREA HOUSING AUTHORITY OF THE COUNTY OF VENTURA	Comprehensive Grant Number CA16P092-501-00	FFY of Grant Approval <b>2000</b>
-----------------------------------------------------------------	-----------------------------------------------	--------------------------------------

Original Annual Statement  Reserve for Disaster/Emergencies  Revised Annual Statement/Revision Number\_\_  Performance and Evaluation Report for Program Year Ending \_\_\_\_\_

Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost 2/		actual	allowed
		Original	Revised 1	Obligated	Expended		
1	Total Non-CGP Funds						
2	1406 Operations ( May not exceed 10% of line 19)					-94,000.00	0.00% 10.00%
3	1408 Management Improvement	\$72,445				-13,028.46	0.00% 20.00%
4	1410 Administration	\$53,334				-85,096.57	0.00% 10.00%
5	1411 Audit	\$1,000				0.00	
6	1415 Liquidated Damages					0.00	
7	1430 Fees and Cost	\$87,883				-107,400.53	0.00% n/a
8	1440 Site Acquisition					0.00	
9	1450 Site Improvement	\$42,661				-313,510.32	0.00% n/a
10	1460 Dwelling Structures	\$278,668				-167,859.52	0.00% n/a
11	1465.1 Dwelling Equipment-Nonexpendable					0.00	
12	1470 Nondwelling Structures					0.00	
13	1475 Nondwelling Equipment	\$6,500				-163,839.60	0.00% n/a
14	1485 Demolition					0.00	
15	1490 Replacement Reserve					0.00	
16	1495.1 Relocation Costs					0.00	0.00% n/a
17	1498 Mod Used for Development					0.00	
18	1502 Contingency (may not exceed 8% of line 19)	\$12,939				0.00	0.00% 8.00%
19	<b>Amount of Annual Grant (Sum of lines 2-18)</b>	<b>\$555,430</b>				-944,735.00	0.00%
20	Amount of line 19 Related to LBP Activities						
21	Amount of line 19 Related to Section 504 Compliance						
22	Amount of line 19 Related to Security						####
23	Amount of line 19 Related to Energy Conservation Measures						

Signature of Executive Director & Date:

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

X

X

Douglas Tapking, Executive Director

form HUD-52837(10/96)

1 To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

ref Handbook 7485.3G

2 To be completed for the Performance and Evaluation Report.

**Annual Statement/ Performance and Evaluation**  
**Comprehensive Grant Program (CGP) Part II: Supporting Pages**

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

OMB Approval No. 2577-0157 (Exp. 7/31/98)

**CA16P092-501-00**

**AREA HOUSING AUTHORITY OF THE COUNTY OF VENTURA**

Development Number / Name HA-Wide Activities	General Description of Proposed Work Items	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>PHA-Wide</b>	<b>Management Improvements</b>							
	Resident Services Administrator	1408	LS	\$55,445				
	PHA Staff Training	1408	LS	\$5,000				
	Resident Education/Vocational Fund	1408	LS	\$700				
	Resident Training/Support	1408	LS	\$6,212				
	Resident Integraty	1408	LS	<u>\$5,088</u>				
	<b>Subtotal 1408</b>			<b>\$72,445</b>				
<b>PHA-Wide</b>	<b>Administrative</b>							
	Facilities Manager (35%)	1410	LS	\$21,000				
	Fringe Benefits	1410	LS	\$7,452				
	Accounting Tech. (25%)	1410	LS	\$10,782				
	RHA Related Travel	1410	LS	\$4,000				
	CGP Clerical Support	1410	LS	\$9,600				
	Sundry	1410	LS	<u>\$500</u>				
	<b>Subtotal 1410</b>			<b>\$53,334</b>				
<b>PHA-Wide</b>	<b>Audit Fee</b>							
	Annual Audit Fee	1411	LS	<u>\$1,000</u>				
	<b>Subtotal 1411</b>			<b>\$1,000</b>				
<b>PHA-Wide</b>	<b>Fees and Costs</b>							
	Construction Management/Contract Administration	1430	LS	\$59,184				
	CGP Update Fees	1430	LS	\$6,000				
	Facilities Manager (15%)	1430	LS	\$9,600				
	PHA Wide A & E Fees	1430	LS	<u>\$13,099</u>				
	<b>Subtotal 1430</b>			<b>\$87,883</b>				

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

Douglas Tapking, Executive Director

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CA16P092-501-00

AREA HOUSING AUTHORITY OF THE COUNTY OF VENTURA

Development Number / Name HA-Wide Activities	General Description of Proposed Work Items	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>PHA - Wide</b>	<b><u>Non-Dwelling Equipment</u></b>	1475	LS	Maintenance tools	\$5,000.00			
	Office equipment			<u>\$1,500.00</u>				
	<b>Subtotal</b>			<b>\$6,500.00</b>				
<b>PHA - Wide</b>	<b><u>Contingency</u></b>	1502	LS		<u>\$12,939.00</u>			
	<b>Subtotal</b>			<b>\$12,939.00</b>				
<b>CA 16 - 03 Whispering Oaks</b>	<b><u>Site Improvements 1450</u></b>	1450	17 units	Tree trimming (phase 2)	<u>\$3,000.00</u>			
	<b>Subtotal 1450</b>			<b>\$3,000.00</b>				
	<b><u>Dwelling Structures 1460</u></b>							
	HVAC Replacement		101 units		<b>\$85,345.00</b>			
	<b>Total CA 16-03</b>				<b>\$88,345.00</b>			
<b>CA 16 - 05 Florence Janss</b>	<b><u>Site Improvements 1450</u></b>	1450	32 units	Trim all trees on site (phase 1)	<u>\$2,000.00</u>			
	<b>Subtotal 1450</b>			<b>\$2,000.00</b>				
	<b><u>Dwelling Structures 1460</u></b>							
	Replace wall furnaces (phase 1)				14 units	\$11,431.00		
	Replace through-wall A/C units		64 units		<u>\$53,169.00</u>			
	<b>Subtotal 1460</b>				<b>\$64,600.00</b>			
	<b>Total CA 16-05</b>				<b>\$66,600.00</b>			

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

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CA16P092-501-00

AREA HOUSING AUTHORITY OF THE COUNTY OF VENTURA

Development Number / Name HA-Wide Activities	General Description of Proposed Work Items	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
CA 16 - 07 Leggett Court	<b>Dwelling Structure 1460</b> Repair and stain rear patio fence enclosures	1460	49 units	\$7,350.00				
	<b>Subtotal 1460</b>			<b>\$7,350.00</b>				
	<b>Total CA 16-07</b>			<b>\$7,350.00</b>				
CA 16 - 09 Roth Apartments	<b>Dwelling Structure 1460</b> HVAC replacement	1460	34 units	\$46,000.00				
	<b>Subtotal 1460</b>			<b>\$46,000.00</b>				
	<b>Total CA 16-09</b>			<b>\$46,000.00</b>				
CA 16 - 10 Tafoya Terrace	<b>Site Improvements 1450</b> Trim trees on site (phase 1)	1460	15 units	\$2,000.00				
	<b>Subtotal 1450</b>			<b>\$2,000.00</b>				
	<b>Dwelling Structure 1460</b> Replace wall furnaces		30 units	\$22,500.00				
	A/C replacement		30 units	\$34,000.00				
	<b>Subtotal 1460</b>			<b>\$56,500.00</b>				
<b>Total CA 16-10</b>			<b>\$58,500.00</b>					

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

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CA16P092-501-00

AREA HOUSING AUTHORITY OF THE COUNTY OF VENTURA

Development Number / Name HA-Wide Activities	General Description of Proposed Work Items	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)	
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)		
CA 16 - 15 Ellis Terrace	<b>Site Improvements 1450</b>	1450	13 units						
	Trim on trees on site (phase 1)			\$2,000.00					
	Driveway/parking lot repairs			\$5,000.00					
	<b>Subtotal 1450</b>			<b>\$7,000.00</b>					
	<b>Dwelling Structure 1460</b>								
	Replace commodes with 1.5 water savers			27 units	\$15,363.00				
Replace bathroom lights with flourescents	27 units	\$3,510.00							
	<b>Subtotal 1460</b>			<b>\$18,873.00</b>					
	<b>Total CA 16-15</b>			<b>\$25,873.00</b>					
CA 16 - 16 Fiore Gardens	<b>Site Improvements 1450</b>	1460	50 units						
	Seal and restripe all parking lots			\$28,661.00					
	<b>Subtotal 1450</b>			<b>\$28,661.00</b>					
	<b>Total CA 16-16</b>			<b>\$28,661.00</b>					

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

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**Annual Statement / Performance and Evaluation Report  
Comprehensive Grant Program (CGP) Part III: Implementation Schedule**

**U.S. Department of Housing and Urban Development**  
OMB Approval No. 2577-0157 (Exp. 7/31/98)  
Office of Public and Indian Housing

**CA16P092-501-00**

**AREA HOUSING AUTHORITY OF THE COUNTY OF VENTURA**

Development Number / Name HA - Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
<b>CA 16-03 Whispering Oaks</b>	2nd Quarter 2002			4th Quarter 2003			
<b>CA 16-05 Florence Janss</b>	2nd Quarter 2002			4th Quarter 2003			
<b>CA 16-07 Leggett Court</b>	2nd Quarter 2002			4th Quarter 2003			
<b>CA 16-09 Roth Apartments</b>	2nd Quarter 2002			4th Quarter 2003			
<b>CA 16-10 Tafoya Terrace</b>	2nd Quarter 2002			4th Quarter 2003			
<b>CA 16-15 Ellis Terrace</b>	2nd Quarter 2002			4th Quarter 2003			
<b>CA 16-16 Fiore Gardens</b>	2nd Quarter 2002			4th Quarter 2003			
<b>1408: Management Improvements</b>	2nd Quarter 2002			4th Quarter 2003			
<b>1410: Administration</b>	2nd Quarter 2002			4th Quarter 2003			
<b>1411: Audit Fee</b>	2nd Quarter 2002			4th Quarter 2003			
<b>1430: Fees and Costs</b>	2nd Quarter 2002			4th Quarter 2003			
<b>1475: Non-Dwelling Equipment</b>	2nd Quarter 2002			4th Quarter 2003			
<b>1502: Contingency</b>	2nd Quarter 2002			4th Quarter 2003			

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

Douglas Tapking, Executive Director

Page 1 of 1 (Attachment B)

form HUD-52837(10/96)

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Five-Year Action Plan  
**Part III: Supporting Pages**  
**Management Needs Work Statement(s)**  
 Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY _____	Work Statement for Year <u>Two</u> FFY <u>2001</u>			Work Statement for Year <u>Three</u> FFY <u>2002</u>		
	General Description Major Work Categories	Quantity	Estimated Cost	General Description Major Work Categories	Quantity	Estimated Cost
	<b>See Annual Statement</b>	<b><u>1408: Management Improvements</u></b> Resident Services Administration PHA Staff Training Resident Education/Vocational Fund Resident Support/Training Resident Intergriy  <b>Subtotal 1408</b>	 LS LS LS LS LS  LS	 \$59,880.00 \$5,000.00 \$700.00 \$6,212.00 <u>\$5,088.00</u> <b>\$76,880.00</b>	<b><u>1408: Management Improvements</u></b> Resident Services Administration PHA Staff Training Energy Audit Update Resident Education/Vocational Fund Resident Support/Training Resident Intergriy  <b>Subtotal 1408</b>	 LS LS LS LS LS LS  LS
	Subtotal of Estimated Cost			Subtotal of Estimated Cost		



Five-Year Action Plan  
**Part III: Supporting Pages**  
**Management Needs Work Statement(s)**  
 Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY _____	Work Statement for Year <u>Four</u> FFY <u>2003</u>			Work Statement for Year <u>Five</u> FFY <u>2004</u>		
	General Description Major Work Categories	Quantity	Estimated Cost	General Description Major Work Categories	Quantity	Estimated Cost
	<b>See Annual Statement</b>	<b><u>1408: Management Improvements</u></b>			<b><u>1408: Management Improvements</u></b>	
Resident Services Administration		LS	\$64,671.00	Resident Services Administration	LS	\$64,671.00
PHA Staff Training		LS	\$5,000.00	PHA Staff Training	LS	\$5,000.00
Resident Education/Vocational Fund		LS	\$700.00	Resident Education/Vocational Fund	LS	\$700.00
Resident Support/Training		LS	\$6,212.00	Resident Support/Training	LS	\$6,212.00
Resident Intergrity		LS	<u>\$5,088.00</u>	Resident Intergrity	LS	<u>\$5,088.00</u>
<b>Subtotal 1408</b>			<b>\$81,671.00</b>	<b>Subtotal 1408</b>		<b>\$81,671.00</b>
Subtotal of Estimated Cost				Subtotal of Estimated Cost		

## Public Housing Drug Elimination Program Plan

**Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.**

### Annual PHDEP Plan Table of Contents:

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### Section 1: General Information/History

**A. Amount of PHDEP Grant \$78,079**

**B. Eligibility type (Indicate with an "x")** N1 \_\_\_\_\_ N2 \_\_\_\_\_ R X

**C. FFY in which funding is requested FFY 2000**

**D. Executive Summary of Annual PHDEP Plan**

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

The AHA's PHDEP program includes elements to:

- Allow adults and youths access to educational and self-improvement opportunities.
- Continue youth activities through partnerships with local youth organizations and educational/recreational agencies to build character and provide activities both on-site and off-site as alternatives to "the street," drugs, and gang involvement.
- Provide a continued law-enforcement presence to act as a deterrent to crime and to foster interaction and communication among residents, police officers, and the AHA.
- Utilize after-school tutoring and activities, summer camps, and recreational/sports classes to promote a drug-free environment and learning from positive role models.
- Enhance residents' ability to obtain or retain employment and enhance job advancement through supportive services.

### **E. Target Areas**

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

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PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s) <sup>1</sup>
Ellis Terrace, Camarillo, CA 93010	26	60
Fiore Gardens, Thousand Oaks, CA 91360	49	123
Leggett Court, Thousand Oaks, CA 91362	48	
Roth Apartments, Meiners Oaks, CA 93023	34	57

**F. Duration of Program**

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an “x” to indicate the length of program by # of months. For “Other”, identify the # of months).

6 Months \_\_\_\_\_ 12 Months \_\_\_\_\_ 18 Months \_\_\_\_\_ 24 Months  X  Other \_\_\_\_\_

**G. PHDEP Program History**

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	\$151,500	CA16DEP0920195	\$0	GE	Closed
FY 1996	\$177,500	CA16DEP0920196	\$0		Closed
FY 1997	\$105,300	CA16DEP0920197	\$0		Closed
FY 1998	\$105,300	CA16DEP0920198	\$10,366		12/00
FY 1999	\$78,079	CA16DEP0920199	\$78,079		12/02

**Section 2: PHDEP Plan Goals and Budget**

**A. PHDEP Plan Summary**

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

The broad goal/objective of the AHA’s PHDEP plan is drug prevention for youths. Program elements provide the positive influences, strategies, and involvement recognized as crucial for youths at risk for substance abuse and criminal activity. Although the goals and objectives are difficult to quantify, the AHA has identified three indicators to use as “yardsticks” for the evaluation and monitoring of PHDEP efforts and program success: the number of certain types of calls for service from the AHA’s developments, the number of adult and juvenile

<sup>1</sup> Note: Some individuals participate in more than one activity.  
Number of individuals served is limited by available budgeted activities.

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arrests in the immediate area (reporting district) surrounding the AHA’s developments, and the level of participation in proposed activities.

The indicators will be monitored, summarized, and evaluated through the use of an “indicator summary” form. Another tool used by the PHDEP Grant Administrator to ensure program compliance and to indicate participants’ commitment is a Drug Elimination Contract. This contract reflects the participant’s and/or parent’s willingness to comply with program requirements and gives the Grant Administrator a way to determine if program activities are appropriate or need to be modified.

Plan partners include local youth organizations and educational/recreational agencies that will conduct the activities, assist with monitoring the program, and help achieve program goals.

**B. PHDEP Budget Summary**

Enter the total amount of PHDEP funding allocated to each line item.

<b>FY 2000 PHDEP Budget Summary</b>	
<b>Budget Line Item</b>	<b>Total Funding</b>
9110 - Reimbursement of Law Enforcement	
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	\$78,079
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	
<b>TOTAL PHDEP FUNDING</b>	<b>\$78,079</b>

**C. PHDEP Plan Goals and Activities**

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

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<b>9160 - Drug Prevention</b>		<b>Total PHDEP Funding: \$78,079</b>
Goal(s) for Proposed Activities 1 thru 6	To provide a variety of program elements aimed at long-term anti-drug strategies.	
Objectives for Proposed Activity 1	<p>Youth Activity Program:</p> <ul style="list-style-type: none"> <li>· Have one teen resident become a Counselor-In-Training (CIT) paid by the Summer Camp Program.</li> <li>· Have off-site field trips.</li> <li>· Have Sheriff's Department visit Roth Apartments and conduct sessions.</li> </ul> <p>Recreation Program:</p> <ul style="list-style-type: none"> <li>· Dedicate a month to Drug Awareness.</li> </ul> <p>After-School Tutoring Program:</p> <ul style="list-style-type: none"> <li>· Establish a system whereby students can earn points and are rewarded for homework completion..</li> </ul>	
Objectives for Proposed Activity 2	<ul style="list-style-type: none"> <li>· Have residents explore new activities.</li> <li>· Create liaison person who would promote/advertise activities and handle registration.</li> </ul>	
Objectives for Proposed Activity 3	<ul style="list-style-type: none"> <li>· Involve Ellis Terrace parents with team coaching or coordinating a carpool to transport players to practices and games.</li> </ul>	
Objectives for Proposed Activity 4	<ul style="list-style-type: none"> <li>· Coordinate same age youth into teams or create team from Ellis Terrace to facilitate carpooling to activities.</li> </ul>	
Objectives for Proposed Activity 5	<ul style="list-style-type: none"> <li>· Conduct a class in the community room for adults and youths.</li> </ul>	
Objectives for Proposed Activity 6	<p>Teen Program:</p> <ul style="list-style-type: none"> <li>· Provide teen outing to the Museum of Tolerance.</li> <li>· Have Outreach Counselor conduct session on Drug Awareness.</li> </ul> <p>Recreation Program:</p> <ul style="list-style-type: none"> <li>· Have the Teen Program and Recreation Program participants partner to perform an activity for the community.</li> </ul>	
Goal(s) for Proposed Activity 7	To reinforce a partnership with the Thousand Oaks Police Department and afford the opportunity for officer and resident interaction by providing space and minimal facilities for officers to prepare reports.	
Objectives for Proposed Activity 7	To encourage a law-enforcement presence at the development, serve as a deterrent to potential criminals, and facilitate dialogue between residents, officers, and the AHA.	
Goal(s) for Proposed Activity 8	To assist residents with tuition, fees, and other costs related to academic or vocational classes.	
Objectives for Proposed Activity 8	<ul style="list-style-type: none"> <li>· To reimburse for support needs which facilitate residents taking advantage of free language skill, vocational, and educational opportunities. Typical support needs include training materials for courses, supplies, mileage reimbursement, and day care. The AHA would defray tuition costs and non-resident fees (if applicable) from this budget.</li> <li>· To provide PHDEP staff training in the form of seminars, workshops, and coordination with other agencies on effective drug-prevention programs.</li> </ul>	
Goal(s) for Proposed Activity 9	To augment the primary PHDEP grant administration/program evaluation function fulfilled by the Resident Services Administrator (who is funded completely from other sources).	
Objectives for Proposed Activity 9	To participate in coordinating and executing program elements, monitor program participation and interest, and provide feedback to the Grant Administrator on successes, redirections if needed, and provider level and quality of service.	

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Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Boys/Girls Club of Ventura · Youth Activity Program	25	Roth Apts.	10 wks/yr (summer & 1 wk each spring & winter)	Dec of 2 <sup>nd</sup> yr	\$6,112		- Decline in juvenile problems - Decline in theft - Increase in participation - Increase in family support
· After-School Tutoring/Recreation Program	12	Roth Apts.	34 wks/yr, Jan thru May & Aug thru Dec	Dec of 2 <sup>nd</sup> yr	\$18,832		- Increase in junior high student participation - Decline in juvenile problems (i.e., skipping school) - Development of literacy program
2. Ojai Recreation Dept. Youth Activity Program	20	Roth Apts.	All yr	End of 2 <sup>nd</sup> yr	\$9,609		- Increase in family participation - Decline in juvenile problems - Decline in theft
3. AYSO Region 68 Youth Activity Program	15	<a href="#">Ellis Terrace</a>	Nearly all yr	End of 2 <sup>nd</sup> yr	\$2,210		- Increase in family participation (i.e., carpool to practice & games) - Decline in juvenile problems - Decline in vandalism and theft
4. Camarillo Family YMCA Youth Activity Program	15	Ellis Terrace	All yr	End of 2 <sup>nd</sup> yr	\$1,500		- Decrease in vandalism - Decrease in juvenile problems - Decrease in theft - Children participating in variety of sports
5. Pleasant Valley Recreation & Park District Youth Activity Program	30	Ellis Terrace	All yr	End of 2 <sup>nd</sup> yr	\$5,000		- Decrease in vandalism - Decrease in juvenile problems - Decrease in theft - Increase in summer camp registration
6. Conejo Recreation & Park District · Teen Program	15	Fiore Gardens & Leggett Court	20 wks/yr, Jan thru May	End of 2 <sup>nd</sup> yr	\$5,400		- Decrease in vandalism - Decrease in juvenile problems - Decrease in domestic disturbance - Increase in participation with community

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· Recreation Classes	30	Fiore Gardens & Leggett Court	Nearly all yr	End of 2 <sup>nd</sup> yr	\$2,000		- Decrease in vandalism - Decrease in juvenile problems - Increase in adult participation - Increase in adult exploration of other activities
· Summer Camps	20	Fiore Gardens & Leggett Court	8 wks/yr, Jun thru Jul	End of 2 <sup>nd</sup> yr	\$11,520		- Increase in teen participation - Decrease in children left alone during summer days - Exploration of other activities in a structured environment
7. Police Workstation	123	Leggett Court	All yr	End of 2 <sup>nd</sup> yr	\$600		- Decrease in calls for service - Decrease in disturbances - Decrease in vandalism - Increase in communications with residents
8. Contingency Fund for educational costs, class materials, supportive services, training, etc.	481	Ellis Terrace Fiore Gardens Leggett Court Roth Apts.	All yr	End of 2 <sup>nd</sup> yr	\$6,976		Number of various activities utilized by residents
9. Grant Administrator Assistant	481	Ellis Terrace Fiore Gardens Leggett Court Roth Apts.	Approx 4 mths/yr, Jun thru Sep	End of Sep 2 <sup>nd</sup> yr	\$8,320		6-month evaluation by PHDEP Administrator

**Section 3: Expenditure/Obligation Milestones**

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

<b>Budget Line Item #</b>	<b>25% Expenditure of Total Grant Funds By Activity #</b>	<b>Total PHDEP Funding Expended (sum of the activities)</b>	<b>50% Obligation of Total Grant Funds by Activity #</b>	<b>Total PHDEP Funding Obligated (sum of the activities)</b>
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110				
9120				
9130				
9140				
9150				
9160	Activities 1 thru 7, Activity 9	\$66,367	Activity 8	\$78,079
9170				
9180				
9190				
<b>TOTAL</b>		\$66,367		\$78,079

**Section 4: Certifications**

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”