

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

PHA
Plans
5 Year Plan
for Fiscal
Years 2000 -
2004

Annual Plan for Fiscal Year 2000

JD 50075

OMB Approval No: 2577-0226
Expires: 03/31/2002

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

JD 50075

**OMB Approval No: 2577-0226
Expires: 03/31/2002**

**PHA Plan
Agency Identification**

PHA Name: **Berkeley Housing Authority**

PHA Number: NJ 056

PHA Fiscal Year Beginning: (mm/yyyy) __January 1, 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)

J D 50075

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

- Main business 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: (state mission here)

B. Goals

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. (Identifying 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
 Objectives:
 Apply for additional rental vouchers: 50

- Reduce public housing vacancies: to zero
- Leverage private or other public funds to create additional housing opportunities: dollar for dollar
- Acquire or build units or developments
- Other (list below)

PHA Goal: Improve the quality of assisted housing
 Objectives:

- Improve public housing management: (PHAS score) To 100%
- Improve voucher management: (SEMAP score) To 100%
- Increase customer satisfaction: by 100%
- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units: _____
 100% of units in need of same
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

- PHA Goal: Increase assisted housing choices
 Objectives:
 Provide voucher mobility counseling: to 100% of participants in need of same
- Conduct outreach efforts to potential voucher landlords

- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- 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:
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - Implement public housing security improvements: 100% as needed
 - 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
- Objectives:
 - Increase the number and percentage of employed persons in assisted families: by 100%
 - Provide or attract supportive services to improve assistance recipients' employability: by 100%
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - Other: (list below)

ear Plan Page 3
J D 50075

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- PHA Goal: Ensure equal opportunity 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: 100% success rate

- X__ 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:
- X__ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- ___ Other: (list below)

Other PHA Goals and Objectives: (list below)

**Annual PHA Plan
PHA Fiscal Year 2000**

[24 CFR Part 903.7]

Annual Plan Type:

Indicate which type of Annual Plan the PHA will submit.

**Standard
Plan**

Streamlined Plan:

**High
Performing PHA**

**Small
Agency (<250 Public
Housing Units)**

**Administerin
g Section 8 Only**

**Troubled
Agency Plan**

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 activities and discretionary policies the PHA has included in the Annual Plan.

See Attachment
"A"

(NJ056a01.doc)

**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.

Table of Contents

**Page #
Annual Plan**

Executive Summary	1
i. Table of Contents	1
1. Housing Needs	6

2. Financial Resources	14
3. Policies on Eligibility, Selection and Admissions	15
4. Rent Determination Policies	25
5. Operations and Management Policies	29
6. Grievance Procedures	31
7. Capital Improvement Needs	32
8. Demolition and Disposition	33
9. Designation of Housing	34
10. Conversions of Public Housing	35
11. Homeownership	37
12. Community Service Programs	39
13. Crime and Safety	42
14. Pets (Inactive for January 1 PHAs)	44
15. Civil Rights Certifications (included with PHA Plan Certifications)	44
16. Audit	44
17. Asset Management	44
18. Other Information	45

Attachments A,B,C,D,E,F

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:
 B Admissions Policy for Deconcentration
 C FY 2000 Capital Fund Program Annual Statement
 Most recent board-approved operating budget (Required Attachment for PHAs that

are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- D PHA Management Organizational Chart
- Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- E Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
- A Executive Summary

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
X	Public Housing Deconcentration and Income Mixing Documentation: 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 18. 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 X 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 X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination

2000 Annual Plan Page 4
 JD 50075

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 check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures

X	Section 8 informal review and hearing procedures 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
	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
	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 check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
<hr/>		
2000 Annual Plan Page 5 J D 50075	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	
Annual Plan: Community Service & Self-Sufficiency	The most recent Public Housing Drug Elimination Program	Annual Plan: Safety and

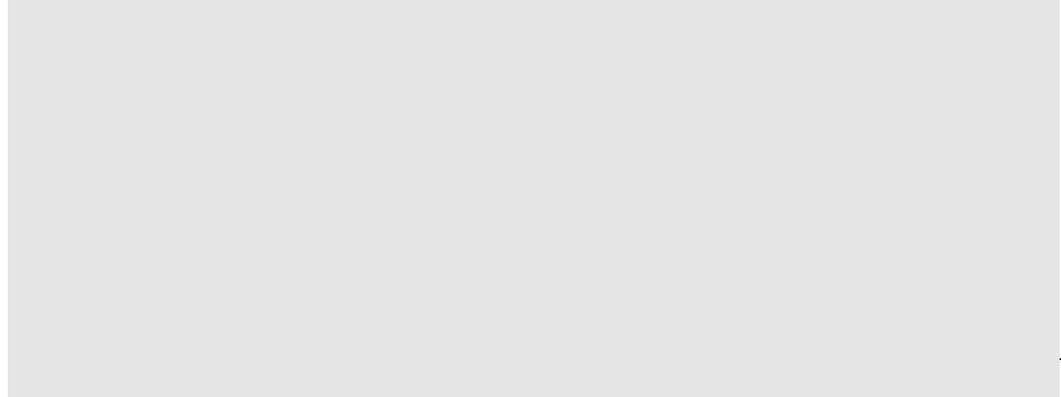
	(PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the 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, 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 families that have housing needs. For the remaining characteristics, rate the impact of that characteristic 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 an assessment.



JD 50075

**Housing
Needs of
Families
in the
Jurisdiction
by
Family
Type**

Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	2.	Location
						ze	Si

Income <= 30% of AMI	6,418	5	4	3	4	3	4
Income >30% but <=50% of AMI	4,799	5	4	3	4	3	4
Income >50% but <80% of AMI	5,089	4	3	3	3	3	
Elderly	6,225	4	3	3	3	2	4
Families with Disabilities	Not available	--	--	--	--	--	--
White (Non-Hispanic)	413,148*	4	3	3	3	3	4
Black (Non-Hispanic)	11,806*	5	4	3	4	3	4
Hispanic	13,785*	5	4	3	4	3	4
Native American, Asian & Other	8,249*	5	4	3	4	3	4

* Figures reflect total population throughout Ocean County; no specific information is provided concerning the number of "renters" within each population.

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: Ocean County Consolidated Plan FY 1995

2000 Annual Plan Page 7 U.S. Census data: the Comprehensive Housing Affordability Strategy
J D 50075 ("CHAS") dataset

American Housing Survey data
Indicate year: _____

Other housing market study
Indicate year: _____

Other sources: (list and indicate year of information)

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

Complete one table for each PHA-wide waiting list administered by the PHA. PHAs may provide separate tables for jurisdiction-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List

Waiting list type:
(select one)

Section 8
Tenant-based
assistance

Public
Housing

Combined
Section 8 and

2000 Annual Plan, Part 8:
Public Housing
JD 50075

Public
Housing Site-
Based or sub-
jurisdictional
waiting list
(optional)

If used,
Identify
which
level

opment/s
 subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	46	-	1-2
Extremely low income <=30% AMI	37	80.4%	
Very low income (>30% but <=50% AMI)	6	13.0%	
Low income (>50% but <80% AMI)	3	6.6%	
Families with children	21	45.6%	
Elderly families	0	-	
Families with Disabilities	0	-	
White	43	93.4%	
Black (Non Hispanic)	2	4.3%	
Hispanic	1	2.3%	
Other			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	n/a		

2000 Annual Plan Page 9
 JD 50075

2 BR n/a
3 BR n/a
4 BR n/a
5 BR n/a
5+ BR n/a
Is the waiting list closed? YES

If yes:

B. How long has it been closed (# of months)? 72 mths (Section 8)

Does the PHA expect to

2000 Annual Plan Page 10
JD 50075

reopen the list in the PHA Plan year?
YES

Does the PHA permit specific categories of families onto

the
waiting
list,
even if
general
ly
closed?
NO

Housing Needs of
Families on the
Waiting List

Waiting list type:
(select one)

Section 8
tenant-
based
assistan
ce

Public
Housin
g

Combined
Section 8 and Public
Housing

Public Housing
Site-Based or sub-
jurisdictional waiting
list (optional)

If used,

2000 Annual Plan Page 11
J D 50075

identify
which
develo
pment/
subjuris
diction:

BRIAN KEHOE # of families % of total families Annual Turnover
COURT
(SENIOR SITE)

Waiting list total 19 2

Extremely low 14 78.9%

income <=30% AMI		
Very low income (>30% but <=50% AMI)	3	15.7%
Low income (>50% but <80% AMI)	2	10.5%
Families with children	0	-
Elderly families	19	100%
Families with Disabilities	5	26.3%
White	16	84.3%
Black (Non-Hispanic)	3	15.7%
Hispanic	0	0

Other Characteristics by Bedroom Size (Public Housing Only)

1BR	19	100%
2 BR	0	
3 BR	0	-
4 BR	0	-
5 BR	0	-
5+ BR	0	-

Is the waiting list closed?
YES

If yes:

B. How long has it been closed (# of months)? 7 mths (Senior Site)

Does the PHA expect to reopen the list in the PHA Plan year?
YES

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?
NO

Housing Needs of
Families on the
Waiting List

Waiting list type:
(select one)

Section 8
tenant-
based
assistan
ce

Public
Housin
g

Combined
Section 8 and Public
Housing

Public Housing
Site-Based or sub-
jurisdictional waiting
list (optional)
If used,

identify
which
develo
pment/
subjuris
diction:

MAGNOLIA GARDENS FAMILY SITE)	# of families	% of total families	Annual Turnover
-------------------------------------	---------------	---------------------	-----------------

2000 Annual Plan, Page 14
JD 50075

Waiting list total	14		3
Extremely low income <=30% AMI	12	85.7%	
Very low income (>30% but <=50% AMI)	1	7.15%	
Low income (>50% but <80%	1	7.15%	

AMI)

Families with children	11	78.5%
Elderly families	0	-
Families with Disabilities	3	21.4%
White	3	21.4%
Black (Non-Hispanic)	7	50%
Hispanic	1	7.15%
Other	3	21.4%
Characteristics by Bedroom Size (Public Housing Only)		
1BR	2	14.2%
2 BR	11	78.6%
3 BR	1	7.2%
4 BR	-	
5 BR	-	

5+ BR

Is the waiting list closed? NO

If yes:

B. How long has it been closed (# of months)?

N/A
Does the PHA
expect
to
reopen
the list
in the
PHA
Plan
year?
N/A

Does the PHA
permit
specific
categor
ies of
families
onto
the
waiting
list,
even if
general
ly
closed?
NO

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 using this strategy.

Select all that apply

(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:

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public

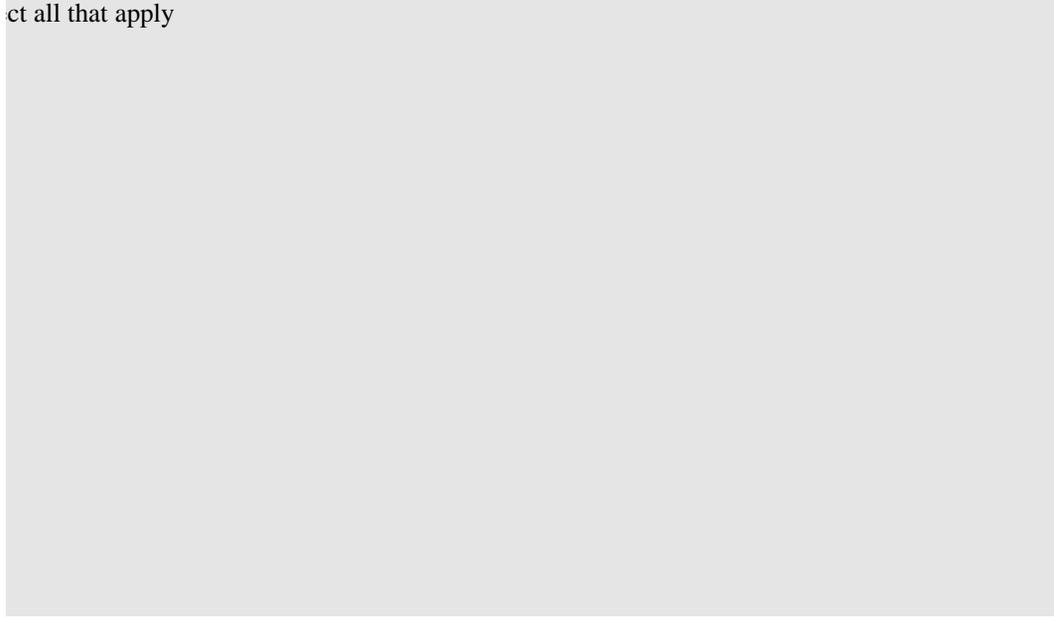
2000 Annual Plan Page 17
J D 50075

- 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, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program

- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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)

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

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

ct 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

ct all that apply

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

B. Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

ct 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)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

ct 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)

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:

check if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

check 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)

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)

Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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 1 year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance 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.

**Financial Resources:
Planned Sources and Uses**

Planned \$

Planned Uses

1. **Federal Grants (FY 2000 grants)**

- a) Public Housing Operating Fund 195,965
- b) Public Housing Capital Fund
- c) HOPE VI Revitalization
- d) HOPE VI Demolition
- e) Annual Contributions for Section 8 Tenant-Based Assistance 1,185,110
- f) Public Housing Drug Elimination Program (including any Technical Assistance funds)
- g) Resident Opportunity and Self-Sufficiency Grants
- h) Community Development Block Grant
- i) HOME

Other Federal Grants (list below)

CIAP/CPG	124,897	Public Housing Capital Improvements
----------	---------	-------------------------------------

2. Prior Year Federal Grants (unobligated funds only) (list below)

2000 Annual Plan Page 23
 JD 50075

3. Public Housing Dwelling Rental Income	182,960	Public Housing Operations
---	---------	---------------------------

4. Other income (list below)

Investment Income	11,600	Public Housing Operations
Section 8 Administrative Fees	85,634	Section 8 Supportive Services

4. Non-federal sources (list below)

Total resources 1,786,166

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

ptions: PHAs that do not administer public housing are not required to complete subcomponent

(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) 3

When families

are within a certain time of being offered a unit: (state time)

Other: (describe)

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)

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)

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 **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

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)~~

2000 Annual Plan Page 26
J D 50075

- One
 Two
 Three or More

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) Admission Preferences

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)

a. 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**)

1. 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

2000 Annual Plan Page 27 High rent burden (rent is > 50 percent of income)
J D 50075

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)

Non-Resident who work in jurisdiction

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.

_____ Date and Time

Former Federal preferences:

- _1_ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition) - Residents
- _2_ Victims of domestic violence - Residents
- Substandard housing
- Homelessness
- High rent burden
- _5_ Involuntary Displacement - Non-Residents
- _6_ Victims of Domestic Violence - Non-Residents

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- _3_ Residents who live and 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)
- _4_ Residents who live in jurisdiction

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- _X_ 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)

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
- 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:

~~Brian Kehoe Court and Magnolia Gardens~~

Employing new admission preferences at targeted developments
If selected, list targeted developments below:
Brian Kehoe Court and Magnolia Gardens

Other (list policies and developments targeted below)

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: Magnolia Gardens

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: Magnolia Gardens

B. Section 8

Options: 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)

- 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)

(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
- 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

2000 Annual Plan Page 31
 J D 50075 a. Yes No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

Extensions: A family may request an extension of the Certificate/Voucher time period. All requests for extensions must be received prior to the expiration date of the Certificate/Voucher.

Extensions are permissible at the discretion of the Authority up to a maximum of 120 days, primarily for these reasons:

* Extenuating circumstances such as hospitalization or a family emergency for an extended period of time which has affected the family's ability to find a unit within the initial sixty-day period. Verification is required.

* The Authority is satisfied that the family has made reasonable efforts to locate a unit, including seeking the assistance of the Authority, throughout the initial sixty-day period. A completed search record is required.

* The family was prevented from finding a unit due to disability accessibility requirements. The Search Record is part of the required verification. The Authority grants extensions in one or more increments. Unless approved by the Executive Director, no more than two extensions of thirty days or less will be granted. The Authority will not request HUD approval to extend Certificate or Voucher beyond an additional 60 days.

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

2000 Annual Plan
JD 50075

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)
Non-Residents who work in jurisdiction

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.

___ Date and Time

Former Federal preferences

- _1_ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition) - Residents
- _2_ Victims of domestic violence - Residents
- ___ Substandard housing
- ___ Homelessness
- ___ High rent burden
- _5_ Involuntary Displacement - Non-Residents
- _6_ Victims of Domestic Violence - Non-Residents

Other preferences (select all that apply)

- ___ Working families and those unable to work because of age or disability
- ___ Veterans and veterans’ families
- _3_ Residents who live and 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)
- _4_ Residents who live in jurisdiction
- _7_ Non-residents who work in jurisdiction

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

- _X_ 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
- _X_ 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 N/A

- 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)
- a. 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

Options: 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

2000 Annual Plan Page 35
JD 50075

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

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

a. 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)

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

2000 Annual Plan Page-36 No
J D 50075

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)
- 95th 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)

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?

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)

B. Section 8 Tenant-Based Assistance

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

cribe the voucher payment standards and policies.

(1) Payment Standards

- 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)

- 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)

(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

[24 CFR Part 903.7 9 (e)]

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

cribe the PHA's management structure and organization.

A. PHA Management Structure

(select one)

An organization chart showing the PHA's management structure and organization is attached. See Attachment "D"

(NJ056d01.doc)

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.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	70	6-7
Section 8 Vouchers	0	0
Section 8 Certificates	25	2-4
Section 8 Mod Rehab	n/a	

2000 Annual Plan - Page 40 JD 50078 Special Purpose Section 8 Certificates/Vouchers (list individually)	n/a	
Public Housing Drug Elimination Program (PHDEP)	n/a	

Other Federal Programs(list individually)

n/a

C. Management and Maintenance Policies

the PHA's public housing management and maintenance policy documents, manuals and books 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 and eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

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

Maintenance P

Pest

Control Policy

(2) Section 8 Management: (list below)

Section 8 Ad

6. PHA Grievance Procedures

[24 CFR Part 903.79 (f)]

2000 Annual Plan Page 41

J D 50075

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

A. Public Housing

1. Yes No

N
o
:

H
a
s

t
h
e

P

HA 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~~

2000 Annual Plan Page 42
J D 50075

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 903.79 (g)]

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

Options 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.

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 stability 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.

A. Capital Fund Activities

(1) Capital Fund Program Annual Statement

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) **Attachment C** (NJ056c01.doc)

-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

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

a. Yes No:

I
s

t
h
e

P
H
A

p
r
o
v

iding 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 (state name)

-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)

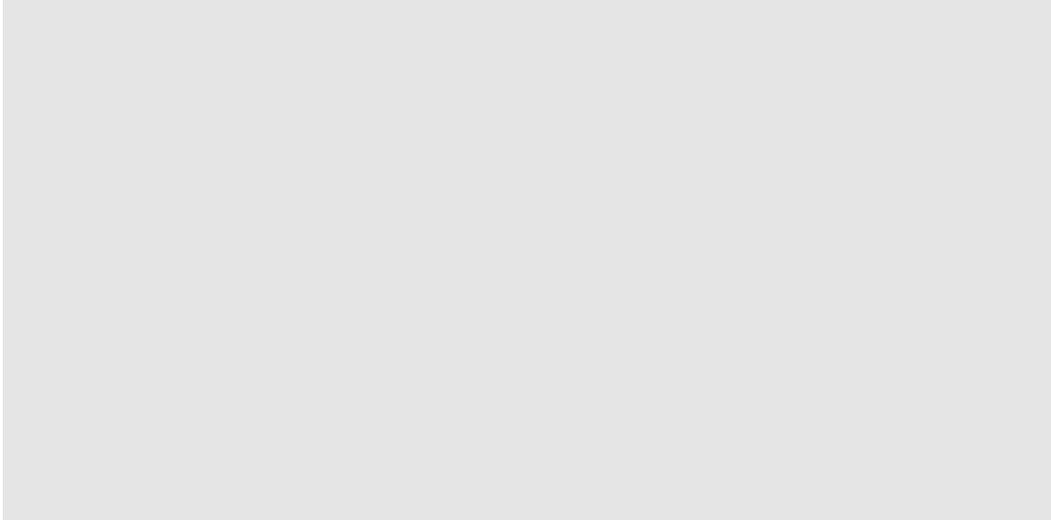
B. HOPE VI and Public Housing Development and Replacement

2000 Annual Plan Page 14
Activities (Non-Capital Fund)

J D 50075

licability 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 Budget Program Annual Statement.

_____ Yes No:



a
)
H
a
s

t
h
e

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 903.79 (h)]

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

1. Yes No

N
o
:
D
o
e
s
t
h
e
P
H

A 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.)**

2000 Annual Plan Page 46
JD 50075

Demolition/Disposition Activity Description

1a. Development name:
1b. Development
(project) number:

2. Activity type:
 Demolition

_____ Dis
pos
itio
n

3. Application status
(select one)

- _____ Approved
- _____ Submitted,
 pending
 approval
- _____ Planned
 application

4. Date application
approved, submitted, or
planned for submission:
(DD/MM/YY)

5. Number of units
affected:

Coverage of action
(select one)

- _____ Part of the
development
- _____ 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)]

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

1. Yes No

N
o
:

H
a
s

t
h
e

P

HA 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.)

2000 Annual Plan Page 48
JD 50075

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.

Designation of Public Housing Activity Description

- 1a. Development name:
- 1b. Development (project) number:

2. Designation type:

- Occupancy by
only the
elderly
- Occupancy by
families
with
disabilities
- Occupancy by
only
elderly
families
and
families
with
disabilities

3. Application status

(select one)

- Approved;
included in
the PHA's
Designatio
n Plan
- Submitted,
pending
approval
- Planned
application

2000 Annual Plan Page 49

J D 50075

4. Date this designation
approved,
submitted,
or planned
for
submission
:
(DD/MM/
YY)

5. If approved, will this

designation constitute a
(select one)

New Designation
Plan

Revision of a
previously-approved
Designation Plan?

1. Number of units
affected:

7. Coverage of action
(select one)

Part of the
development

Total
development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

ptions 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
Appropriatio
ns Act**

1. Yes X

N
o
:

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.

Conversion of Public Housing Activity Description

1a. Development name:

1b. Development (project) number:

2. What is the status of the required assessment?

____ Assessment underway

____ Assessment results submitted to HUD

____ Assessment results approved by HUD (if marked, proceed to next question)

____ Other (explain below)

3. ____ Yes ____ 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)

____ Conversion Plan
in
developme
nt

____ Conversion Plan
submitted
to HUD
on:
(DD/MM/
YYYY)

____ Conversion Plan
approved
by HUD
on:
(DD/MM/
YYYY)

~~Activities~~

2000 Annual Plan Page 52
J D 50075

pursuant
to HUD-
approved
Conversio
n Plan
underway

5. Description of how
requirements of Section
202 are being satisfied
by means other than

conversion (select one)

____ Units
addressed
in a
pending or
approved
demolition
application
(date
submitted
or
approved:

____ Units
addressed
in a
pending or
approved
HOPE VI
demolition
application
(date
submitted
or
approved:

____ Units
addressed
in a
pending or
approved
HOPE VI
Revitalizati
on Plan
(date
submitted
or
approved:

Requ
ireme
nts
no
longe

r
appli
cable
:
vaca
ncy
rates
are
less
than
10
perce
nt

- _____ Requirements no longer applicable: site now has less than 300 units
- _____ Other: (describe below)

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

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)]

A. Public Housing

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

1. Yes No

N
o
:

p
r
o
g
r
a
m
s

u

Does th

nder 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.)

**Public Housing
Homeownership
Activity Description
(Complete one for
each development
affected)**

1a. Development name:
1b. Development
(project) number:

2. Federal Program
authority:
 HOPE I

5(h)
 Turnkey III
 Section 32 of the
USHA of
1937
(effective
10/1/99)

3. Application status:
(select one)

Approved;
included in
the PHA's
Homeown
ership
Plan/Progr
am
 Submitted,
pending
approval
 Planned
application

4. Date Homeownership
Plan/Program approved,
submitted, or planned
for submission:
(DD/MM/YYYY)

5. Number of units
affected:

2000 Annual Plan Page 56
JD 50075: Coverage of action:
(select one)
 Part of the
development
 Total
development

B. Section 8 Tenant Based Assistance

1. ___Yes ___X___ 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

[24 CFR Part 903.7 9 (l)]

ptions from Component 12: High performing and small PHAs are not required to
plete 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 X No:
H
as
th
e
P
H
A
ha

s 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)

- X Client referrals
- X Information sharing regarding mutual clients (for rent determinations and
otherwise)
- X 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

2000 Annual Plan
J D 50075

Page 58 Joint administration of other demonstration program

X Other (describe)

*Note: The Authority has not applied for welfare-to-work vouchers; however,
it does coordinate with the welfare agencies in the areas marked above.

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.)

Services and Programs

Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
--	-------------------	--	--	--

(2) Family Self Sufficiency program/s N/A

a. Participation Description

Family Self Sufficiency (FSS)

Participation

Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
---------	--	--

Public Housing

Section 8

- b. Yes No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions N/A

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

2000 Annual Plan Page 60
J D 50075

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

Reserved for Community Service Requirement pursuant to section 12(c) of the Housing Act of 1937

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

13. PHA Safety and Crime Prevention Measures N/A

[24 CFR Part 903.7 9 (m)]

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)

2000 Annual Plan Page 61
J D 50075

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

2000 Annual Plan
J D 50075

- _____ 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

As 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

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 Filename)

RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

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 N/A

[24 CFR Part 903.7 9 (q)]

Options from component 17: Section 8 Only PHAs are not required to complete this component. Public housing performing and small PHAs are not required to complete this component.

1. Yes No: Is the PHA engaged in asset management activities 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)

2000 Annual Plan Page 64
JD 50075

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

Attached at Attachment (File name) E (NJ056e01.doc)

Provided below:

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)

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)

2000 Annual Plan Page 65 Any recipient of PHA assistance

J D 50075 Any head of household receiving PHA assistance

Any adult recipient of PHA assistance

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

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

1. Consolidated Plan jurisdiction: (provide name here) Ocean County

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.

Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

See Attachment "F" (NJ056f01.doc)

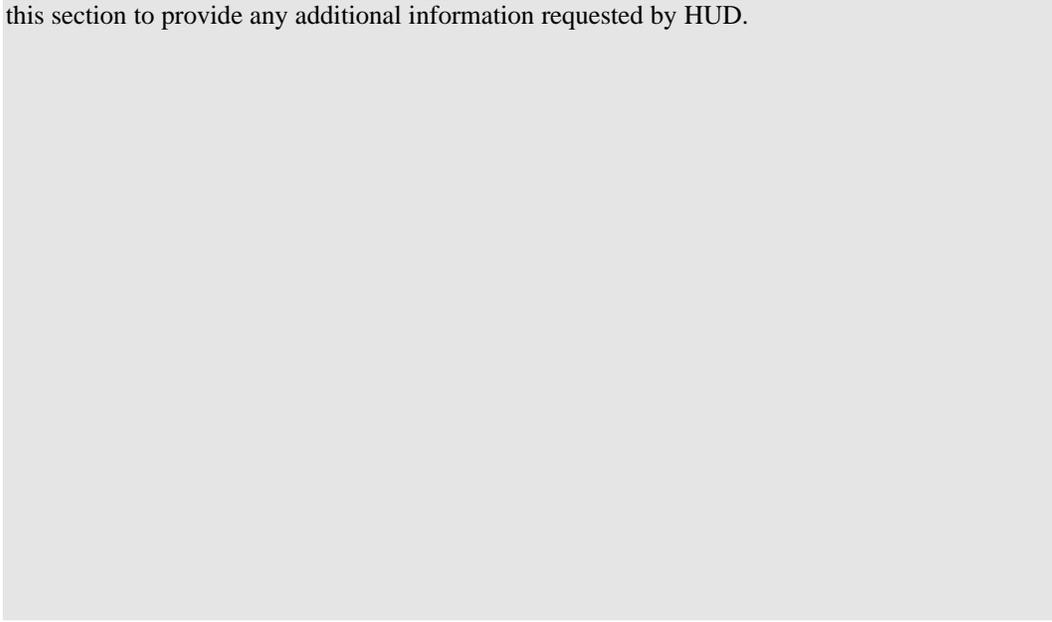
Other: (list below)

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

See Attachment "F" (NJ056f01.doc)

D. Other Information Required by HUD

this section to provide any additional information requested by HUD.



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

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)
-----------------------	--	---------------------------	-------------------------------	---	-------------------	--

H U D 5 0 0 7 5

Total estimated cost over next 5 years

OMB Approval No: 2577-0226
Expires: 03/31/2002

HUD 50075

OMB Approval No: 2577-0226
Expires: 03/31/2002

HUD 50075

OMB Approval No: 2577-0226
Expires: 03/31/2002

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management

Development Identification

Name,
Number,
and
Location

Number and
Type of units

Activity Description

Capital Fund Program
Parts II and III
Component 7a

Development
Activities
Component 7b

Demolition /
disposition
Component 8

Designated
housing
Component 9

Co
Co

HUD 50075

OMB Approval No: 2577-0226
Expires: 03/31/2002

Attachment A

BERKELEY HOUSING AUTHORITY AGENCY PLAN --EXECUTIVE SUMMARY--

The Berkeley Housing Authority has prepared this Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

As indicated, the Authority has adopted the following mission of HUD: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

The plans, statements, and policies set forth and/or referenced in this Agency Plan all lead toward the accomplishment of the Authority's goals and objectives as outlined under Section B of the 5 Year Plan. The highlights of the major initiatives of the Authority's Agency Plan are as follows:

1. The Authority seeks to implement an outreach program to attract new landlords to participate in the Section 8 program;
2. The Authority seeks to apply for additional rental vouchers in order to provide assistance to more participants.
3. The Authority seeks to maintain public housing vacancies at zero.
4. The Authority seeks to renovate/modernize public housing sites.