

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

**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: Clermont Metropolitan Housing Authority

PHA Number: OH038

PHA Fiscal Year Beginning: 10/1/2000

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

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

Main business office of the PHA

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

A. Mission

- X The mission of the Clermont Metropolitan Housing Authority is to assist low-income families, including those who are elderly or disabled, with safe, decent, and affordable housing opportunities as they strive to achieve self-sufficiency and improve the quality of their lives. The Clermont Metropolitan Housing Authority is committed to operating the Authority in a caring, efficient, ethical and professional manner. The Clermont Metropolitan Housing Authority will create and maintain partnerships with its clients and appropriate community agencies in order to accomplish this mission.

B. Goals

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

- X PHA Goal: Expand the supply of assisted housing
Objectives:
 - X Apply for additional rental vouchers, as HUD funding & staff resources will allow.
 - X Other (list below)
 1. Lease up 75 “Mainstream Housing” vouchers by 12/31/2000, pending the timely receipt of funding from HUD.
 2. Lease up the maximum number of “Preservation Vouchers” as the result of a prepaid mortgage at Audubon Park by 12/31/2000 with the number of qualified applicants, yet to be determined by HUD and Legal Aid.
 3. Assist our community with increasing the availability of affordable, suitable housing for families in the low-income range.

- X PHA Goal: Improve the quality of assisted housing
Objectives:
 - X Improve voucher management: (SEMAP score).
 - X Other
 1. Maintain the Public Housing “High Performer” PHAS score.
 2. Make Public housing and Section 8 housing the affordable housing of choice for the low income residents of Clermont County.

- X PHA Goal: Increase assisted housing choices
Objectives:
 - X Conduct outreach efforts to potential voucher landlords

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

- X PHA Goal: Provide an improved living environment
Objectives:
 - X Other: (list below)
 1. Employ a part-time resident at Monroe Woods and Williamsburg Woods to remove litter, on a required basis, by 12/31/2000.
 2. Continue to attract a Police Officer to live on-site at Monroe Woods and Williamsburg Woods.

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

- X PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - X Increase the number and percentage of employed persons in assisted housing:
 - X Provide or attract supportive services to improve assistance recipients' employability:
 - X Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - X Other: (list below)
 - 1. Increase the number of Section 8 family participants in the FSS program.

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

- X PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - X Other: (list below)
 - 1. Continue to operate the Clermont Metropolitan Housing in full compliance of Equal Opportunity and Fair Housing laws and regulations.
- X PHA Goal: Continue to make management improvements:
Objectives:
 - X Continue to promote a motivating work environment with a capable and efficient team of employees to operate as a customer friendly business leader in Clermont County.
 - X Continue to operate the Clermont Metropolitan Housing in a manner that results in full compliance with applicable statutes and regulations.
 - X Continue to ensure full compliance with all applicable "accounting" standards and regulations.
 - X Continue to operate the Clermont Metropolitan Housing so that income exceeds expenses, every year.
 - X Continue to deliver timely and high quality maintenance service to the Public Housing Residents of the Clermont Metropolitan Housing.

- X Continue to have “Zero” tolerance with drug, alcohol and criminal activities for applicants and residents of the Clermont Metropolitan Housing.

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

i. Annual Plan Type:

Streamlined Plan:

High Performing PHA

Executive Summary of the Annual PHA Plan

The Clermont Metropolitan 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.

We have adopted the following mission statement to guide the activities of the Clermont Metropolitan Housing Authority.

The mission of the Clermont Metropolitan Housing Authority is to assist low-income families, including those who are elderly or disabled, with safe, decent, and affordable housing opportunities as they strive to achieve self-sufficiency and improve the quality of their lives. The Clermont Metropolitan Housing Authority is committed to operating the Authority in a caring, efficient, ethical and professional manner. The Clermont Metropolitan Housing Authority will create and maintain partnerships with its clients and appropriate community agencies in order to accomplish this mission.

We have also adopted the following goals and objectives for the next five years.

Expand the supply of assisted housing by applying for additional rental vouchers, as HUD funding & staff resources will allow. Lease up 75 “Mainstream Housing” vouchers by 12/31/2000, pending the timely receipt of funding from HUD.

Lease up the maximum number of “Preservation Vouchers” as the result of a prepaid mortgage at Audubon Park by 12/31/2000 with the number of qualified applicants, yet to be determined by HUD and Legal Aid.

Assist our community with increasing the availability of affordable, suitable housing for families in the low-income range.

Improve voucher management: (SEMAP score)

Maintain the Public Housing “High Performer” PHAS score.

Make Public housing and Section 8 housing the affordable housing of choice for the low income residents of Clermont County.

Increase assisted housing choices by conducting outreach efforts to potential voucher landlords.

Employ a part-time resident at Monroe Woods and Williamsburg Woods to remove litter, on a required basis, by 12/31/2000.

Continue to attract a Police Officer to live on-site at Monroe Woods and Williamsburg Woods.

Promote self-sufficiency and asset development of assisted households by increasing the number and percentage of employed persons in assisted housing.

Provide or attract supportive services to improve assistance recipients’ employability.

Provide or attract supportive services to increase independence for the elderly or families with disabilities.

Increase the number of Section 8 family participants in the FSS program.

Continue to operate the Clermont Metropolitan Housing in full compliance of Equal Opportunity and Fair Housing laws and regulations.

Continue to promote a motivating work environment with a capable and efficient team of employees to operate as a customer friendly business leader in Clermont County.
Continue to operate the Clermont Metropolitan Housing in a manner that results in full compliance with applicable statutes and regulations.

Continue to ensure full compliance with all applicable “accounting” standards and regulations.

Continue to operate the Clermont Metropolitan Housing so that income exceeds expenses, every year.

Continue to deliver timely and high quality maintenance service to the Public Housing Residents of the Clermont Metropolitan Housing.

Continue to have “Zero” tolerance with drug, alcohol and criminal activities for applicants and residents of the Clermont Metropolitan Housing.

Our Annual Plan is based on the premise that if we accomplish our goals and objectives we will be working towards the achievement of our mission.

The plans, statements, budget summary, policies, etc. set forth in the Annual Plan all lead towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and objectives and are consistent with the Consolidated Plan.

In summary, we are on course to improve the condition of affordable housing in Clermont County.

iii. 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

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:

- X Admissions Policy for Deconcentration
- X FY 2000 Capital Fund Program Annual Statement

Optional Attachments:

- . FY 2000 Capital Fund Program 5 Year Action Plan
- X Other (List below, providing each attachment name)
 1. Board Resolution – Certificate of Compliance
 2. Certificate by Local Official of PHA Plan Consistency with the CHIS
 3. Legal Aid Society of Greater Cincinnati – letter dated May 19,2000

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.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
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
X	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
X	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
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 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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
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
N/A	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	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
N/A	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
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	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
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	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
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (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.

Housing Needs of Families in the Jurisdiction By Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	2,000	5	5	5	-	5	5
Income >30% but <=50% of AMI	1,000	4	5	4	-	5	5
Income >50% but <80% of AMI	30	1	1	1	1	1	1
Elderly	150	5	5	2	5	3	3
Families with Disabilities	287	-	5	5	5	-	4
Race/Ethnicity – white	3,403	5	5	5	-	5	5
Race/Ethnicity – African/American	47	5	5	5	-	-	2
Race/Ethnicity – Hispanic	14	5	5	5	-	-	2
Race/Ethnicity – Asian/American Indian	3	5	5	5	-	-	2

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:

- X Other sources: (list and indicate year of information)
1. Public Housing and Section 8 wait lists from the Clermont Metropolitan Housing Authority.
 2. Clermont County 1990 Renter Costs Report from Claritas, Inc.
 3. Household Trend Reports and Senior Life Reports for census tracts and Clermont County, generated by Claritas, Inc. for population and income data.
 4. HUD low-moderate income percentages by census tract for Clermont County. This information is available only to define 80% of median income or less and is not broken down to define 30% or 50% of median income levels. Also used was HUD 50% of median income household growth for elderly only from 1980-1990.
 5. Assisted and unassisted rental apartment data from the Clermont Metropolitan Housing Authority.
 6. ALCA Associates market analysis and contacts with the housing market in Clermont County for the past six years.
 7. Interviews with the Clermont County Mental Health Board in Batavia and Counseling Center in Amelia.
 8. Graphical analysis of rents versus value for rental units in Clermont County produced by ALCA Associates.
 9. Statistical analysis of rents and values for rental units in Clermont County produced by ALCA Associates.
 10. HUD year 2000, 30%, 50% and 80% income limits for Clermont County.

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

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.

Housing Needs of Families on the Public Housing Waiting List			
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	730		35
Extremely low income <=30% AMI	170	23%	
Very low income (>30% but <=50% AMI)	530	73%	
Low income (>50% but <80% AMI)	30	4%	
Families with children	630	86%	
Elderly families	100	14%	
Families with Disabilities	287	39%	
Race/ethnicity-white	692	94.8%	
Race/ethnicity – African American	26	3.6%	
Race/ethnicity – Hispanic	9	1.2%	
Race/ethnicity – Asian/American Indian	3	.4%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	228	31.2%	
2 BR	342	46.9%	
3 BR	150	20.5%	
4 BR	8	1.1%	

Housing Needs of Families on the Public Housing Waiting List

5 BR	2	.3%	
5+ BR			
<p>Is the waiting list closed (select one)? X No Yes</p> <p>If yes:</p> <p> How long has it been closed (# of months)?</p> <p> Does the PHA expect to reopen the list in the PHA Plan year? No <input type="checkbox"/> Yes</p> <p> Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No X Yes</p>			

Housing Needs of Families on the Section 8 Waiting List

Waiting list type: (select one)

Section 8 tenant-based assistance

Public Housing

Combined Section 8 and Public Housing

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	938		44
Extremely low income <=30% AMI	203	21%	
Very low income (>30% but <=50% AMI)	728	78%	
Low income (>50% but <80% AMI)	7	1%	
Families with children	816	87%	
Elderly families	122	13%	
Families with Disabilities	287	31%	
Race/ethnicity – white	875	93.3%	
Race/ethnicity – African American	47	5.0%	
Race/ethnicity – Hispanic	14	1.5%	
Race/ethnicity – Asian/American Indian	2	.2%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

Is the waiting list closed (select one)? No Yes

If yes:

How long has it been closed (# of months)? 3

Does the PHA expect to reopen the list in the PHA Plan year? No Yes

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

- 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 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

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)

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)

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 – ROC program.
- 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 – ROC program.
- 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)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund	190,189	
b) Public Housing Capital Fund	418,038	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	3,099,814	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	N/A	
g) Resident Opportunity and Self-Sufficiency Grants	21,258	S/8 FSS Program
h) Community Development Block Grant	N/A	
i) HOME	N/A	
Other Federal Grants (list below)	N/A	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
CIAP 912	454,089	
3. Public Housing Dwelling Rental Income		
	439,385	PH operations
4. Other income (list below)		
Washer/dryer revenue	1,700	PH operations
4. Non-federal sources (list below)		
Public Housing Investment Income	35,500	PH operations
S/8 Admin Fee Investment Income	24,975	S/8 operations
Total resources	4,684,948	

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)

X Other: (describe)

During eligibility interview

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

X Criminal or Drug-related activity

X Rental history

X Housekeeping

Other (describe)

c. X Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. Yes X No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. Yes X 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

X Other (describe)

Date & Time & Bedroom Size

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

X 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)

- 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) 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)
 - Single/Family who requires a handicap accessible unit
 - Single/Family over 62 for Bethel Woods
 - Single/Family, age 50-61 for Bethel Woods

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.

X Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- 3 Veterans and veterans’ families
- Residents who live and/or work in the jurisdiction
- 4 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)
- 4 Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- 2 Other preference(s) (list below)
 Single/Family who requires an accessible unit
 Single/Family over 62 for Bethel Woods
 Single/Family, age 50-61 for Bethel Woods

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)

- X The PHA-resident lease
- X The PHA’s Admissions and (Continued) Occupancy policy
- X 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
- X Any time family composition changes
- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing

a. Yes X 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 X 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)

d. Yes X 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)

- X 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)
- 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)
Any past evictions

(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

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

If yes, state circumstances below:

Health problems and if applicant requires 4 bedroom or larger unit

(4) Admissions Preferences

a. Income targeting

- X 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. X 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

- X Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
X Victims of domestic violence
X Substandard housing
X 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
X Veterans and veterans' families
 Residents who live and/or work in your jurisdiction
X 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)
X Those previously enrolled in educational, training, or upward mobility programs
 Victims of reprisals or hate crimes
X Other preference(s) (list below)
Handicap accessible unit

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.

X Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- 3 Veterans and veterans’ families
- Residents who live and/or work in your jurisdiction
- 4 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)
- 4 Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- 2 Other preference(s) (list below)
- Handicapped accessible unit

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
- 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
- X 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)

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

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

- Through published notices
- X Other (list below)
Letters to S/8 Families

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---

X 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)

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

2. Yes X 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
- X For increases in earned income
- X Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
Deductions: elderly \$400, Dependents \$480

- 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
- X For the non-reimbursed medical expenses of non-disabled or non-elderly families
- X Other (describe below)
Childcare expenses
Training Income Exclusions

e. Ceiling rents

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

- X 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)

- X 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
- X 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

X 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 X 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

X Other (list/describe below)

Fair Market Rents

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)

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)
Comparison to Fair Market Rents

(2) Minimum Rent

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

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

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

5. Operations and Management N/A FOR THIS PHA

[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.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
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

[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 (state name)

-or-

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

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 913 FFY of Grant Approval: (01/2000)

X Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	0
2	1406 Operations	0
3	1408 Management Improvements	18,200
4	1410 Administration	77,800
5	1411 Audit	0
6	1415 Liquidated Damages	0
7	1430 Fees and Costs	22,000
8	1440 Site Acquisition	0
9	1450 Site Improvement	2,679
10	1460 Dwelling Structures	286,328
11	1465.1 Dwelling Equipment-Nonexpendable	0
12	1470 Nondwelling Structures	14,074
13	1475 Nondwelling Equipment	0
14	1485 Demolition	0
15	1490 Replacement Reserve	0
16	1492 Moving to Work Demonstration	0
17	1495.1 Relocation Costs	0
18	1498 Mod Used for Development	0
19	1502 Contingency	0
20	Amount of Annual Grant (Sum of lines 2-19)	421,081
21	Amount of line 20 Related to LBP Activities	0
22	Amount of line 20 Related to Section 504 Compliance	0
23	Amount of line 20 Related to Security	0
24	Amount of line 20 Related to Energy Conservation Measures	0

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
HA-wide	Full-time salary for maintenance mechanic To assist in achieving full compliance with Agency Plan	1408	18,200
HA-wide	Misc. Sundry expenses associated with the CIAP program	1410	1,000
HA-wide	Housing Authority contributions to employee Benefit plans	1410	24,800
HA-wide	Possible overtime related to the CIAP Program	1410	1,000
HA-wide	Partial Salary for the CIAP Coordinator	1410	24,000
HA-wide	Partial Salary for the CIAP Construction Inspector	1410	16,000
HA-wide	Partial Salary for the Executive Director	1410	10,000
HA-wide	Partial Salary for the Receptionist to provide clerical assistance	1410	1,000
HA-wide	Hire Architect to develop plans and specs. And to supervise construction through project completion	1430	21,000
HA-wide	Costs of permits, other	1430	1,000

**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)
HA-Wide	4/02	4/03
OH38-001	4/02	4/03
OH38-003	4/02	4/03
OH38-004	4/02	4/03
OH38-005	4/02	4/03
OH38-007	4/02	4/03

(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. X 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:

X 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 Activities (Non-Capital Fund) – N/A FOR THIS PHA

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 X 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 X 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 X 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:

Demolition and Disposition N/A FOR THIS PHA

[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.)

Demolition/Disposition Activity Description	
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:	

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)]

1. X 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 X 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: Bethel Woods
1b. Development (project) number: OH10 P038-003
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 X
3. Application status (select one) Approved; included in the PHA’s Designation Plan X Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved , submitted, or planned for submission: (11/30/98)
5. If approved, will this designation constitute a (select one) New Designation Plan X Revision of a previously-approved Designation Plan?
6. Number of units affected: 65
7. Coverage of action (select one) <input type="checkbox"/> Part of the development X Total development

Conversion of Public Housing to Tenant-Based Assistance

N/A FOR THIS PHA

[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.

Conversion of Public Housing Activity Description
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)

- 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 Revitalization Plan (date submitted or approved: _____)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- 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)]

N/A FOR THIS PHA

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.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
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) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance N/A FOR THIS PHA

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:

11. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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 has 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)?

Please note the Authority, on May 25, 2000, submitted a copy of HUD Notice PIH 2000-11 (HA) and a sample Memorandum of Agreement to the Director of the Clermont County Department of Human Services for future discussion. Please note, the Authority currently has a very good informal relationship with this department.

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)

C. Welfare Benefit Reductions

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)
- X Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
 - X Informing residents of new policy on admission and reexamination
 - X 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)

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

N/A FOR THIS PHA

[24 CFR Part 903.79 (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 use 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 Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

NO ADDITIONAL INFORMATION ON THIS ISSUE AS OF THIS DATE.

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. X 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. X Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes X 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 FOR THIS PHA

[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. X 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)

X Provided below:

Comment: Maxine Kirschner, Bethel Woods Resident, stated she felt mission statement number 2 was the best choice. **Response:** The Authority accepted the comment.

Comment: Marchetta Gillam, Legal Aid Attorney asked if the word “caring” could be inserted into the second mission statement, second sentence preceding the word “efficient”. **Response:** The Authority accepted the comment.

Comment: Nancy Willis, S/8 resident commented the mission statement only referred to families and made no mention of the elderly and disabled individuals who receive assistance from Clermont Metropolitan. **Response:** Marchetta Gillam, Legal Aid Attorney mentioned that they are considered to be a part of the legal definition of a family.

Comment: Nancy Willis S/8 resident had a question concerning the PHA goal regarding the continuance of management improvements and why one of the housing authority’s objectives was to make sure that income exceeds expenses every year. **Response:** The CMHA Executive Director gave a brief discussion on the importance of maintaining appropriate reserve levels.

Comment: Marchetta Gillam, Legal Aid Attorney had a comment concerning the goal that pertained to expanding the supply of assisted housing. She asked if this could be changed to read “Apply for additional rental vouchers as HUD funding and staff resources will allow.

Comment: Marchetta Gillam, Legal Aid Attorney had a question concerning the pet policy since it was not covered in the agency plan. **Response:** The CMHA Executive Director explained that HUD has not finalized the new regulations regarding pets and therefore, there are currently no changes in the CMHA Pet Policy.

Comment: Maxine Kirchner, Bethel Woods Resident, mentioned that some tenants have a hard time lifting the lids on the garbage dumpsters because they are so heavy. **Response:** Ben Jones, CMHA Maintenance Supervisor, indicated he would contact Rumpke about possibly replacing the current containers with a more suitable style for the Bethel Woods residents. Estel Penny, Bethel Woods Resident, mentioned that the style with a side opener worked better, but only if Rumpke kept them in working condition. Marchetta Gillam, Legal Aid Attorney mentioned that since the residents at Bethel Woods are elderly, that taking out their trash weekly might be a good project for a community, church or school group to take on.

Comment: Gloria Carle, Bethel Woods Resident, asked why the french doors on the apartments at Bethel Woods, were to be changed under the Five Year Plan. **Response:** Sid Vance, CIAP Coordinator, explained the doors were developing a problem with rotting wood and would be replaced with the same style of door currently in place.

Comment: Helen Ladd, Bethel Woods Resident, thanked the Authority for allowing the residents to know what is in the future. She indicated the maintenance department does a great job, prompt and caring. She thanked Wilma Penny, Resident Manager, for her efforts. **Response:** Comment noted.

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.
 - X The PHA changed portions of the PHA Plan in response to comments
 - Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. Yes X 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 X 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
- 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
- X Other: A Resident Board Member has been appointed by the Clermont County Commissioners for a 5 year term.

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: (Clermont County, Ohio)

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)
 - X The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
 - X 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)
 - Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (as described herein)

D. Public Comments

The Legal Aid Society of Greater Cincinnati offered the below referenced comments. (copy of letter attached). No other public comments were received

Comment: Legal Aid suggests, as part of the mission statement, the Authority may wish to consider purchasing federally subsidized housing projects which might otherwise be lost from the affordable housing inventory. **Response:** Comment adopted on page 20 **Strategy 2:** “Increase the number of affordable housing by:” X “Pursue housing resources other than public housing or Section 8 tenant-based assistance.”

Comment: Legal Aid notes the Authority includes the general certification language about both fair housing and lead in its plan. **Response:** The Authority wishes to continue to work with Legal Aid in all areas of fair housing, lead issues and expanding housing opportunities for all low-income people.

Comment: Legal Aid fully supports the Authority’s decision to set minimum rents at \$0. **Response:** Comment noted.

Comment: Legal Aid supports the Authority’s decision to implement discretionary earned income disregards and offers their assistance, if required. **Response:** Comment noted.

Comment: Legal Aid would be interested in seeing some flat rent amounts on random units, noting the flat rents (aka Fair Market Rents) should be compared to ceiling rents and to the operating costs for those units. **Response:** The Authority currently has a contract with ALCA Associates of Westerville Ohio to establish current market rents by census tracts.

Comment: Legal Aid questioned if residents could make a rent choice if their circumstances change. **Response:** Yes, in accordance with Authority policies.

Comment: Legal Aid notes a new legal requirement that PHAs enter into a cooperation agreement with the local welfare department. **Response:** On May 25, 2000, the Authority submitted a copy of HUD Notice PIH 2000-11 (HA) and a sample Memorandum of Agreement to the Director of the Clermont County Department of Human Services for future discussion. Please note, the Authority currently has a very good informal relationship with this department.

Comment: Legal Aid notes the Authority follows the new federal requirement that rents cannot be lowered when a recipient is sanctioned by the welfare department for noncompliance with a work activity requirement. Legal Aid encourages the Authority to adopt a policy which would stay any sort of eviction or collection action so long as a tenant has filed an appeal of the DHS sanction decision.
Response: The Authority is currently working with DHS on this issue.

Comment: Legal Aid notes the lease and A&O Policy should contain a 30 day notice requirement for evictions based on lease violations other than drug activity and non-payment of rent. This would make it consistent with State law requirements. **Response:** The Authority lease and A&O Policy contain this language.

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.

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies In Development	Description of Needed Physical Improvement or Management Improvements	Estimated Cost	Planned Start (HA Fiscal) (Year)
OH038-001		0 vacant	0%			
Year 2	Felicity			Paint 2 interiors	\$ 1,900	2002
Year 3	Felicity			Replace 8 electric ranges, range hoods, grease shields	\$ 3,728	2003
	Felicity			Replace 8 refrigerators	\$ 3,960	2003
	Felicity			Paint 2 unit interiors	\$ 1,900	2003
Year 4	Felicity			Paint 2 unit interiors	\$ 1,900	2004
Year 5	Felicity			Replace sidewalks	\$ 960	2005
	Felicity			Replace stockade fence	\$ 800	2005
	Felicity			Repair parking lot base	\$ 240	2005
	Felicity			Seal coat parking lot	\$ 290	2005
	Felicity			Trim trees	\$ 1,000	2005
	Felicity			Exterior painting	\$ 1,500	2005
Year 1	See Annual Statement				\$ 1,900	2001
Total estimated cost over next 5 years					\$ 20,078	

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies In Development	Description of Needed Physical Improvement or Management Improvements	Estimated Cost	Planned Start (HA Fiscal) (Year)
OH038-001		0 vacant	0%			
Year 2	Birney Lane			Paint 4 interiors	\$ 3,800	2002
Year 4	Birney Lane			Paint 5 unit interiors	\$ 4,750	2004
Year 5	Birney Lane			Replace sidewalks at 14 locations	\$ 4,910	2005
	Birney Lane			Seal asphalt driveways at 17 locations	\$ 2,437	2005
	Birney Lane			Replace 34 exterior light fixtures	\$ 4,318	2005
	Birney Lane			Replace 17 bath exhausts	\$ 1,003	2005
Year 1	See Annual Statement				\$ 26,427	2001
Total estimated cost over next 5 years					\$ 47,645	

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies In Development	Description of Needed Physical Improvement or Management Improvements	Estimated Cost	Planned Start (HA Fiscal) (Year)
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0 vacant 0%

Year 2

U.S. 52	Replace 18 exterior doors	\$ 8,640	2002
U.S. 52	Replace 18 storm doors	\$ 3,339	2002
U.S. 52	Paint 3 unit interiors	\$ 2,850	2002

Year 5

U.S. 52	Replace concrete patio pad	\$ 960	2005
U.S. 52	Install asphalt on 9 driveways	\$ 12,600	2005
U.S. 52	Replace 18 exterior light fixtures	\$ 2,286	2005
U.S. 52	Replace 18 bath exhaust fans	\$ 531	2005

See Annual Statement

Total estimated cost over next 5 years

\$ 2,850 2001
\$ 34,056

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies In Development	Description of Needed Physical Improvement or Management Improvements	Estimated Cost	Planned Start (HA Fiscal) (Year)
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Year 2

Admin Bldg.	Update printers	\$ 4,950	2002
Admin Bldg.	Update CPUs	\$ 6,600	2002
Admin Bldg.	Upgrade software	\$ 2,200	2002
Admin Bldg.	Upgrade monitors	\$ 2,500	2002

Year 3

Admin Bldg.	Paint exterior/trim	\$ 4,886	2003
Admin Bldg.	Purchase 8 vehicles	\$150,000	2003

Year 4

Admin Bldg.	Upgrade computer server	\$ 3,500	2004
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Year 5

Admin Bldg.	Replace gutters/downspouts	\$ 756	2005
Admin Bldg.	Paint handrails	\$ 200	2005
Admin Bldg.	Replace 2 AC condensers	\$ 4,300	2005
Admin Bldg.	Replace deteriorated concrete in parking area	\$ 544	2005

Year 1

See Annual Statement

Total estimated cost over next 5 years

\$ 5,574 2001
\$186,010

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies In Development	Description of Needed Physical Improvement or Management Improvements	Estimated Cost	Planned Start (HA Fiscal) (Year)
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1 vacant unit 1.5%

Year 2

	Bethel Woods	Replace 13 rear doors	\$ 6,972	
2002	Bethel Woods	Replace 16 units carpet	\$ 16,000	2002
	Bethel Woods	Paint 8 unit interiors	\$ 8,000	2002
Year 3				
	Bethel Woods	Replace 13 rear doors	\$ 6,972	
2003	Bethel Woods	Replace 16 units carpet	\$ 16,000	2003
	Bethel Woods	Paint 16 unit interiors	\$ 16,000	2003
Year 4				
	Bethel Woods	Replace sidewalks	\$ 1,920	
2004	Bethel Woods	Replace dumpster pad	\$ 2,500	2004
	Bethel Woods	Replace 13 rear doors	\$ 6,972	2004
	Bethel Woods	Replace 17 units carpet	\$ 17,000	2004
	Bethel Woods	Paint 17 interiors	\$ 17,000	2004
Year 5				
	Bethel Woods	Replace sidewalks	\$ 1,920	2005
	Bethel Woods	Replace dumpster pad	\$ 2,500	2005
	Bethel Woods	Replace 13 rear doors	\$ 6,972	2005
	Bethel Woods	Seal coat driveways	\$ 2,528	2005
	Bethel Woods	Trim trees	\$ 3,000	2005
	Bethel Woods	Replace 13 exterior light fixtures	\$ 1,651	2005
	Bethel Woods	Replace 4 security light Wall Packs	\$ 1,500	2005
	Bethel Woods	Replace 5 attic exhaust Fans	\$ 6,750	2005
	Bethel Woods	Service 65 electric wall kitchen heaters	\$ 2,275	2005
	Bethel Woods	Paint 8 unit interiors	\$ 8,000	2005
Year 1				
	See Annual Statement		<u>\$ 47,472</u>	
	Total estimated cost over next 5 years		\$199,904	

Planned Number	Development Name (or indicate PHA wide)	Development Vacant Units	Number In Development	% Vacancies	Description of Needed Physical Improvement or Management Improvements	Estimated Cost	Start (HA Fiscal) (Year)
OH038-004	PHA wide)						

0 vacant units 0%

Year 2				
	Scattered Sites	Replace 46 electric ranges, range hoods, grease shields	\$ 21,436	2002
	Scattered Sites	Replace 53 refrigerators	\$ 26,235	2002
	Scattered Sites	Replace 7 gas ranges, Range hoods, Grease shields	\$ 2,205	2002
	Scattered Sites	Paint 6 unit interiors	\$ 8,400	2002
	1899 Harvey Road	504 Conversion	\$ 36,000	2002
Year 3				
	Scattered Sites	Replace 12 storage sheds	\$ 19,104	
2003	Scattered Sites	Paint 13 unit interiors	\$ 18,200	2003
Year 4				
	Scattered Sites	Replace roof, ridge vents,		

	flashing on 50 units	\$142,140	2004
Scattered Sites	Paint 10 interiors	\$ 14,000	2004
3164 Lindale-Mt. Holly Road	504 Conversion	\$ 43,000	2004
Year 5			
Scattered Sites	Replace gutters & down-spouts on 50 units	\$ 26,280	2005
Scattered Sites	Seal coat 47 driveways	\$ 5,091	2005
Scattered Sites	Replace vinyl floor tile		
	In 15 units	\$ 73,973	2005
6170 Maffey Road	504 Conversion	\$ 47,000	2005
Year 1			
See Annual Statement		<u>\$ 54,557</u>	
Total estimated cost over next 5 years		\$537,621	

Planned Number	Development Name (or indicate PHA wide)	Development Vacant Units	Number In Development	% Vacancies	Description of Needed Physical Improvement or Management Improvements	Estimated Cost	Start (HA Fiscal) (Year)
			1 vacant unit	4%			
Year 2							
	Monroe Woods				Paint 6 interiors	\$ 5,700	2002
Year 3							
	Monroe Woods				Paint 6 unit interiors	\$ 5,700	2003
Year 4							
	Monroe Woods				Paint 7 unit interiors	\$ 6,650	2004
Year 5							
	Monroe Woods				Replace 25 patio doors	\$ 13,408	2005
	Monroe Woods				Resurface parking lots/ drives/seal coat	\$ 7,605	2005
	Monroe Woods				Replace 25 exterior light Fixtures	\$ 3,175	2005
Year 1							
See Annual Statement						<u>\$133,867</u>	2001
Total estimated cost over next 5 years						\$176,105	

Planned Number	Development Name (or indicate PHA wide)	Development Vacant Units	Number In Development	% Vacancies	Description of Needed Physical Improvement or Management Improvements	Estimated Cost	Start (HA Fiscal) (Year)
			0 vacant units	0%			
Year 2							
	Williamsburg Woods				Replace risers & stair Treads in 25 units	\$ 12,875	2002
	Williamsburg Woods				Paint 6 unit interiors	\$ 5,700	2002
	Williamsburg Woods				Replace vinyl flooring, And underlayment in 25 Units	\$100,405	2002
Year 3							
	Williamsburg Woods				Paint 6 unit interiors	\$ 5,700	2003
Year 4							
	Williamsburg Woods				Paint 7 unit interiors	\$ 6,650	2004
Year 5							
	Williamsburg Woods				Replace 25 patio doors	\$ 13,408	2005

Williamsburg Woods	Seal coat parking lot	\$ 2,096	2005
Williamsburg Woods	Replace 25 exterior light fixtures	\$ 3,175	2005
Year 1			
See Annual Statement		<u>\$ 5,700</u>	2001
Total estimated cost over next 5 years		\$155,709	

Planned Number	Development Name (or indicate PHA wide)	Development Vacant Units	Number In Development	% Vacancies	Description of Needed Physical Improvement or Management Improvements	Estimated Cost	Start (HA Fiscal) (Year)
OH038-007	PHA wide)						
		0 vacant units		0%			
Year 2	Scattered Sites				Paint 8 unit interiors	\$ 11,200	2002
Year 3	Scattered Sites				Paint 8 unit interiors	\$ 11,200	2003
	1497 Woodlawn				504 Conversion	\$ 36,000	2003
Year 4	Scattered Sites				Replace 5 storage sheds	\$ 7,960	2004
	Scattered Sites				Replace 5 gas furnaces	\$ 13,250	2004
	Scattered Sites				Replace 5 gas hot water Heaters	\$ 1,675	2004
	Scattered Sites				Paint 5 unit interiors	\$ 7,000	2004
Year 5	Scattered Sites				Replace concrete in 7 Locations	\$ 2,782	2005
	Scattered Sites				Replace window sashes In 12 units	\$ 5,230	2005
	Scattered Sites				Replace 9 exterior doors	\$ 6,520	2005
	Scattered Sites				Seal coat 19 driveways	\$ 1,971	2005
	Scattered Sites				Replace vinyl floor in 5 units	\$ 4,635	2005
	Scattered Sites				Replace kitchen cabinets In 1 units	\$ 2,497	2005
See Annual Statement						<u>\$ 24,734</u>	2001
Total estimated cost over next 5 years						\$136,654	

Development Number	Development Name (or indicate PHA wide)	Account Number	Description of Needed Physical Improvement or Management Improvements	Estimated Cost	Planned Start (HA Fiscal) (Year)
OH038-001	PHA wide)				
Year 2	HA-Wide	1408	Full time salary for Maintenance Mechanic	\$ 19,110	2002
	HA-Wide	1410	Misc. sundry expenses Associated with CIAP Program	\$ 1,000	2002
	HA-Wide	1410	HA Contribution to Employee Benefit Plans	\$ 31,000	2002
	HA-Wide	1410	Possible Overtime Related To CIAP Program	\$ 2,000	2002

	HA-Wide	1410	Partial Salary for CIAP Coordinator`	\$ 25,200	2002
	HA-Wide	1410	Partial Salary for CIAP Inspector	\$ 16,800	2002
	HA-Wide	1410	Partial Salary for Executive Director	\$ 10,500	2002
	HA-Wide	1410	Partial Salary for Receptionist	\$ 1,050	2002
	HA-Wide	1410	Architectural & Engineering Fees	\$ 23,000	2002
	HA-Wide	1410	Other Fees (permits, etc.)	<u>\$ 1,000</u>	2002
			Total	\$130,660	
Year 3					
	HA-Wide	1408	Full time salary for Maintenance Mechanic	\$ 20,066	2003
	HA-Wide	1410	Misc. sundry expenses Associated with CIAP Program	\$ 1,000	2003
	HA-Wide	1410	HA Contribution to Employee Benefit Plans	\$ 38,750	2003
	HA-Wide	1410	Possible Overtime Related To CIAP Program	\$ 3,000	2003
	HA-Wide	1410	Partial Salary for CIAP Coordinator`	\$ 26,460	2003
	HA-Wide	1410	Partial Salary for CIAP Inspector	\$ 17,640	2003
	HA-Wide	1410	Partial Salary for Executive Director	\$ 11,025	2003
	HA-Wide	1410	Partial Salary for Receptionist	\$ 1,103	2003
	HA-Wide	1410	Architectural & Engineering Fees	\$ 25,000	2003
	HA-Wide	1410	Other Fees (permits, etc.)	<u>\$ 1,000</u>	2003
			Total	\$145,044	
Year 4					
	HA-Wide	1408	Full time salary for Maintenance Mechanic	\$ 21,070	2004
	HA-Wide	1410	Misc. sundry expenses Associated with CIAP Program	\$ 1,000	2004
	HA-Wide	1410	HA Contribution to Employee Benefit Plans	\$ 48,438	2004
	HA-Wide	1410	Possible Overtime Related To CIAP Program	\$ 4,000	2004
	HA-Wide	1410	Partial Salary for CIAP Coordinator`	\$ 27,783	2004
	HA-Wide	1410	Partial Salary for CIAP Inspector	\$ 18,522	2004
	HA-Wide	1410	Partial Salary for Executive Director	\$ 11,576	2004
	HA-Wide	1410	Partial Salary for Receptionist	\$ 1,158	2004
	HA-Wide	1410	Architectural & Engineering Fees	\$ 27,000	2004
	HA-Wide	1410	Other Fees (permits, etc.)	<u>\$ 1,000</u>	2004
			Total	\$161,547	

Year 5

HA-Wide	1408	Full time salary for Maintenance Mechanic	\$ 22,124	2005
HA-Wide	1410	Misc. sundry expenses Associated with CIAP Program	\$ 1,000	2005
HA-Wide	1410	HA Contribution to Employee Benefit Plans	\$ 60,548	2005
HA-Wide	1410	Possible Overtime Related To CIAP Program	\$ 5,000	2005
HA-Wide	1410	Partial Salary for CIAP Coordinator`	\$ 29,172	2005
HA-Wide	1410	Partial Salary for CIAP Inspector	\$ 19,448	2005
HA-Wide	1410	Partial Salary for Executive Director	\$ 12,155	2005
HA-Wide	1410	Partial Salary for Receptionist	\$ 1,216	2005
HA-Wide	1410	Architectural & Engineering Fees	\$ 29,000	2005
HA-Wide	1410	Other Fees (permits, etc.)	<u>\$ 1,000</u>	2005
		Total	\$ 180,663	

Year 1

See Annual Statement \$ 118,000 2001

Total estimated cost of Management Needs over next 5 years \$ 735,914

Total estimated cost of Major Work Categories over next 5 years \$1,493,782

**Total estimated cost of Major Work Categories and Management Needs
Over the next 5 years \$2,229,696**

CIVIL RIGHTS CERTIFICATION

The Clermont Metropolitan Housing Authority does hereby agree and certify that it will carry out this Agency Plan (both our 5 -Year Plan and our Annual Plan) in compliance with all applicable civil rights requirements and will affirmatively further fair housing. In particular, we will comply with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990. This is in continuation of our long-standing anti-discrimination tradition.

Executive Director

Date

**Certification by State or Local Official of PHA Plans Consistency with
the Consolidated Plan**

I, _____ the _____ certify that the Five
Year and Annual PHA Plan of the Clermont Metropolitan Housing Authority is
consistent with the Consolidated Plan of Clermont County, Ohio, prepared
pursuant to 24 CFR Part 91.

Signed / Dated by Appropriate State or Local Official

**PHA Certifications of Compliance with the PHA Plans
And Related Regulations
Board Resolution to Accompany the PHA Plan**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year Plan and Annual Plan for the PHA fiscal year beginning October 1, 2000, hereinafter referred to as the Plan of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes the Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited comments.
5. The PHA will carry out the plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title 11 of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA'S involvement and maintain records reflecting these analyses and actions.
7. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's MTCS in an accurate, complete and timely manner (as specified in PIH Notice 99-2);
 - The system of site-based waiting lists, provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measure to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c) (1).

8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA has submitted with the Plan a certification with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
12. The PHA has submitted with the plan a certification with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.
13. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
15. The PHA will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.
16. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
17. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
19. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
20. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize Capital Grant Funds only for activities that are approvable under the regulations and included in its Plan.
21. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and attachments at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business address of the PHA.

Clermont Metropolitan Housing Authority

OH038

PHA Name

PHA Number

Signed/Dated by the PHA Board Chair or other authorized PHA official