

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

PHA Plans

Emery County Housing Authority

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2000

**PHA Plan
Agency Identification**

PHA Name: Emery County Housing Authority (ECHA)

PHA Number: UT015

PHA Fiscal Year Beginning: 04/2000

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:

Main administrative office of the PHA:

95 E. Main Street, Room 220, Castle Dale, UT 84513.

Ph: 435 381-2902, FAX: 435 381-5644

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Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) and supporting documents are available for public inspection at:

Main administrative office of the ECHA:

95 E. Main Street, Room 220, Castle Dale, UT 84513.

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

A. Mission

The mission of the Emery County Housing Authority is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

B. Goals

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

ECHA Goal: Maintain appropriate supply of assisted housing and increase opportunity for participants to obtain unassisted housing.

Objectives:

Reduce public housing vacancies

Leverage private or other public funds to create additional housing opportunities

ECHA Goal: Improve the quality of assisted housing

Objectives:

Improve public housing management: (PHAS score)

Improve voucher management

Increase customer satisfaction

Concentrate on efforts to improve specific management functions:

public housing finance

voucher unit inspections

ECHA Goal: Increase assisted housing choices

Objectives:

Provide voucher mobility (portability) counseling
Conduct outreach efforts to potential voucher landlords

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

ECHA Goal: Provide an improved living environment

Objectives:

Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments

Renovate or modernize public housing units

Implement public housing security improvements

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

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

Objectives:

Increase the number and percentage of employed persons in assisted families

Provide or attract supportive services to improve assistance recipients' employability

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

ECHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability

Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex,

familial status, and disability

Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required

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

Annual Plan Type: Streamlined Plan

Executive Summary of the Annual PHA Plan [24 CFR Part 903.7 9 (r)]

Annual plan will be a continuing guide to improvement of Emery County housing assistance programs. Every effort will be made to upgrade all aspects of HA operations, methods, policy in accordance with annual plan. It is thorough in its content and scope and will enhance the communities within the jurisdiction of the HA.

Table of Contents

Page #

Annual Plan

Executive Summary

i. Table of Contents

List of supporting documents		3
1.	Housing Needs	
	5	
2.	Financial Resources	10
3.	Policies on Eligibility, Selection and Admissions	11
4.	Rent Determination Policies	18
5.	Operations and Management Policies	23
6.	Grievance Procedures	23
7.	Capital Improvement Needs	23
8.	Demolition and Disposition	24
9.	Designation of Housing	24
10.	Conversions of Public Housing	24
11.	Homeownership	25
12.	Community Service Programs	26
13.	Crime and Safety	26
14.	Pets	26
15.	Civil Rights Certifications	26
16.	Audit	26
17.	Asset Management	26
18.	Other Information	26

List of Supporting Documents Available for Review
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Applicable & On Display	Supporting Document	Applicable Plan Component
N/A	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
N/A	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
N/A	Fair Housing Documentation: Records reflecting that the ECHA 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 ECHA's involvement.	5 Year and Annual Plans
N/A	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
On Display	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
N/A	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
On Display	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Public Housing Deconcentration and Income Mixing Documentation: ECHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 18. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
On Display	Public housing rent determination policies, including the methodology for setting public housing flat rents check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
N/A	Schedule of flat rents offered at each public housing development check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
On Display	Section 8 rent determination (payment standard) policies	Annual Plan: Rent Determination

Applicable & On Display	Supporting Document	Applicable Plan Component
N/A	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
On Display	Public housing grievance procedures	Annual Plan: Grievance Procedures
On Display	Section 8 informal review and hearing procedures	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
On Display	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
N/A	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
N/A	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	Annual Plan: Homeownership
N/A	Any cooperative agreement between the ECHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
N/A	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

Applicable & On Display	Supporting Document	Applicable Plan Component
N/A	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
On Display	The most recent fiscal year audit of the ECHA 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 ECHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction Served by the ECHA

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Over all	Afford- ability	Supply	Quality	Access- ibility	2. e Siz	Location
Income <= 30% of AMI	300	5*	4	3	N/A	3	N/A
Income >30% but <=50% of AMI	300	3	4	3	N/A	3	N/A
Income >50% but <80% of AMI	150	2	4	3	N/A	3	N/A
Elderly	200	5*	4	3	N/A	4	N/A
Families with Disabilities	100	4*	4	3	N/A	3	N/A
Race/Ethnicity	50	4*	4	3	N/A	3	N/A

*Unless receiving housing assistance

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

_____ Consolidated Plan of the Jurisdiction/s

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input checked="" 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	70		36
Extremely low income <=30% AMI	59	84	
Very low income (>30% but <=50% AMI)	9	13	
Low income (>50% but <80% AMI)	2	3	
Families with children	53	76	
Elderly families	6	9	
Families with Disabilities	23	34	

Race/ethnicity	White 65	93	
Race/ethnicity	Hispanic 4	6	
Race/ethnicity	Amer. Ind. 1	1	
Characteristics by Bedroom Size (Public Housing Only)	17		
1BR			
2 BR	13	76	
3 BR	4	24	
Is the waiting list closed (select one)? No			

C. Strategy for Addressing Needs

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Employ effective maintenance and management policies to minimize the number of public housing units off-line

Reduce turnover time for vacated public housing units

Reduce time to renovate public housing units

Undertake measures to ensure access to affordable housing among families assisted by the ECHA, regardless of unit size required

Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program

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

Apply for additional section 8 units should the waiting list become longer than 1 year for a period greater than 3 months.

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

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

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

Adopt rent policies to support and encourage work

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

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

Adopt rent policies to support and encourage work

B. Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Ensure continuing reasonable complement of available units for the elderly within the jurisdiction

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Ensure continuing reasonable complement of available units for families with disabilities within the jurisdiction.

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

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs and Section 8 fair housing to minority families

Strategy: Increase awareness of ECHA resources among families of races and ethnicities with disproportionate needs:

Not applicable to jurisdiction, no significant families of races and ethnicities with disproportionate needs.

Strategy 2: Conduct activities to affirmatively further fair housing

Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
Continue marketing of the section 8 program to owners outside of areas of poverty /minority concentrations

(2) Reasons for Selecting Strategies

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

Influence of the housing market on ECHA programs
Community priorities regarding housing assistance

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	\$56,245	

Sources	Planned \$	Planned Uses
b) Annual Contributions for Section 8 Tenant-Based Assistance	\$255,594	
2. Public Housing Dwelling Rental Income		Public housing operations, Public housing capital improvements
3. Other income (list below)		
CIAP	\$48,894	Public housing operations, Public housing capital improvements
Total resources	\$360,742	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

(1) Eligibility

a. The ECHA verifies eligibility for admission to public housing:

When families are within a certain number of being offered a unit: 5

- b. The ECHA uses the following non-income (screening) factors to establish eligibility for admission to public housing:

Criminal or Drug-related activity
Rental history
Housekeeping

- c. The ECHA requests criminal records from local law enforcement agencies for screening purposes. No other law enforcement agencies are used.

(2)Waiting List Organization

- a. The ECHA plans to use the following to organize its public housing waiting list:

Community-wide list
No others

- b. Interested persons apply for admission to public housing:

At the ECHA main administrative office

(3) Assignment

Applicants are ordinarily given two (2) vacant unit choices before they fall to the bottom of or are removed from the waiting list.

(4) Admissions Preferences

- a. Income targeting

Yes No:

Does the ECHA 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 ECHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)

a. Preferences

1. Yes No: Has the ECHA established preferences for admission to public housing (other than date and time of application)?

1. Which of the following admission preferences does the ECHA plan to employ in the coming year?

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 trying to work) 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)

3. If the ECHA 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.

2 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- 1 Working families (and those trying to work) 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)

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

- At an annual reexamination and lease renewal

- Any time family composition changes
- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing

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

- b. Yes No: Did the ECHA 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 No: Did the ECHA 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?

- f. Based on the results of the required analysis, in which developments will the ECHA make special efforts to attract or retain higher-income families?

Not applicable: Results of analysis did not indicate need.

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

Not applicable: Results of analysis did not indicate need.

B. Section 8

(1) Eligibility

a. What is the extent of screening conducted by the ECHA? (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. The ECHA request criminal records from local law enforcement agencies for screening purposes. No other law enforcement agencies are used.

e. Any criminal information is shared with prospective landlords as requested.

(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

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

- ECHA main administrative office

(3) Search Time

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

b. Circumstances: Any reasonable circumstances are accepted for extension.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

1. Yes No: Has the ECHA 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 ECHA 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 all that apply)

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

3. If the ECHA 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.

 2 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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 ECHA 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 ECHA requests approval for this preference through this ECHA Plan

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

The ECHA applies preferences within income tiers

Not applicable: the pool of applicant families ensures that the ECHA 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 ECHA contained? (select all that apply)

The Section 8 Administrative Plan

Briefing sessions and written materials

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

Through published notices

None

4. ECHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

(1) Income Based Rent Policies

a. Use of discretionary policies: (select one)

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

---or---

The ECHA employs discretionary policies for determining income based rent (If

selected, continue to question b.)

b. Minimum Rent

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

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

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

3. If yes to question 2, list the policy:

When a family's income is less than \$200.00 or otherwise demonstrates inability to pay minimum rent of \$25.00, then exemption is allowed.

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

1. Yes No: Does the ECHA 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 ECHA plan to employ (select all that apply)

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
- Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
- For household heads
- For other family members

- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

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

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

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

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

- Market comparability study
- Fair market rents (FMR)
- 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 ECHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) +/- 10%
- Other (list below)

g. Yes No: Does the ECHA 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 ECHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

B. Section 8 Tenant-Based Assistance

(1) Payment Standards

a. What is the ECHA'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 ECHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the ECHA's segment

- _____ of the FMR area
- _____ The ECHA 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 ECHA chosen this level? (select all that apply)

- _____ FMRs are not adequate to ensure success among assisted families in the ECHA'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 ECHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- Success rates of assisted families
- Rent burdens of assisted families
- _____ Other (list below)

(2) Minimum Rent

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

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

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

When a family's income is less than \$200.00 or otherwise demonstrates inability to pay minimum rent of \$25.00, then exemption is allowed.

5. Operations and Management

[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)

6. ECHA 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.

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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.

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

Applicability of sub-component 7B: All ECHAs 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 X No: a) Has the ECHA 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 ECHA 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 ECHA 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 ECHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

Yes No: Does the ECHA 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.)

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

[24 CFR Part 903.7 9 (i)]

1. Yes No: Has the ECHA designated or applied for approval to designate or does the ECHA 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 ECHA is eligible to complete a streamlined submission; ECHAs completing streamlined submissions may skip to component 10.)

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)] Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

Yes No: Have any of the ECHA’s developments or portions of developments been identified by HUD or the ECHA 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. ECHAs completing streamlined submissions may skip to component 11.)

11. Homeownership Programs Administered by the ECHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Yes No Does the ECHA administer any homeownership programs administered by the ECHA 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 ECHA 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 ECHA** or **high performing ECHA** status. ECHAs completing streamlined submissions may skip to component 11B.)

B. Section 8 Tenant Based Assistance

Yes No: Does the ECHA 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 ECHA is eligible to complete a streamlined submission due to high performer status. **High performing ECHAs** may skip to component 12.)

12. ECHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

13. ECHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

14. Pet Policy.

[24 CFR Part 903.7 9 (n)]

Public Housing residents may have pets, no more than two pets total per residence. Owners must take proper care of pets and maintain the pets in a responsible manner. Owners must clean up after their pets. Owners of pets must keep their pets from causing detriment to other residents' living enjoyment.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

- 1. Yes No: Is the ECHA 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.)

17. ECHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

No current Resident Advisory Board.

- 1. Yes No: Did the ECHA receive any comments on the ECHA Plan from the Resident Advisory Board/s?
- 2. If yes, the comments are: (if comments were received, the ECHA **MUST** select one)
 - Attached at Attachment (File name)
 - Provided below:

3. In what manner did the ECHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the ECHA Plan were necessary.
- The ECHA changed portions of the ECHA Plan in response to comments
- List changes below:
- Other: (list below)

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

1. Yes No: Does the ECHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. Yes No: Was the resident who serves on the ECHA 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 ECHA assistance
- Self-nomination: Candidates registered with the ECHA and requested a place on ballot
- Other: (describe)
- b. Eligible candidates: (select one)
- Any recipient of ECHA assistance
- Any head of household receiving ECHA assistance
- Any adult recipient of ECHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)
- c. Eligible voters: (select all that apply)
- All adult recipients of ECHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all ECHA resident and assisted family organizations
- Other (list)

C. Statement of Consistency with the Consolidated Plan

1. Consolidated Plan jurisdiction: Not applicable. No existing Consolidated Plan in this jurisdiction. Applicability of Consolidated Plan pursuant of 24 CFR Part 91, Directive Number 91.2, shows no applicability.

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

_____ The ECHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

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

_____ The ECHA has consulted with the Consolidated Plan agency during the development of this ECHA Plan.

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

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

D. Other Information Required by HUD

None

Attachments

None

None **ECHA Plan
Table Library**

