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: Sawyer County Housing Authority

PHA Number: WI222v01

PHA Fiscal Year Beginning: January, 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
LCO Community Library

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

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

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

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAs are strongly encouraged to identify quantifiable measures of success in reaching their objectives over the course of the 5 Years**. (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

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

PHA Goal: Expand the supply of assisted housing
Objectives:
x Apply for additional rental vouchers:
x Leverage private or other public funds to create additional housing opportunities:
x Donate property to Indianhead Community Action Agency for 10 units of low income housing.

PHA Goal: Improve the quality of assisted housing
Objectives:

Improve voucher management: (SEMAP score)

PHA Goal: Increase assisted housing choices
Objectives:
Provide voucher mobility counseling:
Conduct outreach efforts to potential voucher landlords
Increase voucher payment standards if possible
Work with the Senior Volunteer Repair Program to help enable seniors to remain in thier own homes.
Work with Habitat for Humanity to provide low income homeownership
Work with Department of Human Services to develop transitional housing
Work with Salvation Army to provide emergency assistance with rent
Work with Indianhead Community Action Agency to provide security deposits.
Refer applicants to Rural Development and WHEDA for loans to purchase homes.

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

PHA Goal: Provide an improved living environment
Objectives:
a) making housing more affordable by providing rental assistance through the voucher program

b) by applying the housing quality standards to all units and working with landlords to exceed the housing quality standards, and
c) by encouraging landlords to keep their units at or near the payment standards.
d) refer families to fuel assistance and suggest families use budget plans for heat and electric

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

PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
Work with supportive services to improve assistance recipients' employability:
Work with supportive services to increase independence for the elderly or families with disabilities.
Refer applicants/tenants to the University Extension office for budgeting when applicable.

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
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:

Other PHA Goals and Objectives: (list below)

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

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Streamlined Plan:

Administering Section 8 Only

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

- The population of Sawyer County has grown from 14,181 in the 1990 census to 15,333 in 1997 and is projected to continue growing. According to the Housing Needs Analysis conducted in 1996 by Advantage Marketing Group, over half of the new growth will be at the low to moderate income level. Subsidized demand analysis shows a need for 330 additional subsidized units by the year 2000. There are currently approximately 186 subsidized units throughtout the county. The Plan shows the PHA will work with various agencies in order to help alleviate this need.

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.

Table of Contents

	Page #
Annual Plan	
.Executive Summary	4
.Table of Contents	4
.Housing Needs	5
.Financial Resources	9
.Policies on Eligibility, Selection and Admissions	9
Rent Determination Policies	
.Grievance Procedures	
.Homeownership	
.Community Service Programs	
.Pets (Inactive for January 1 PHAs)	
.Civil Rights Certifications (included with PHA Plan Certifications)	
.Audit	
Other Information	

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: N/A

Admissions Policy for Deconcentration

FY 2000 Capital Fund Program Annual Statement

Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)

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 Pla
	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Ar
x	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Ar
	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
	Most recent board-approved operating budget for the public housing program	Annual Plan:
	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
	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 Quality Housing and Work Responsibility Act Initial Guidance; Notice* and any further HUD guidance) and 2.Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies

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

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

x Section 8 rent determination (payment standard) policies check here if included in Section 8 Administrative Plan Annual Plan: Rent Determination

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

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

Section 8 informal review and hearing procedures check here if included in Section 8 Administrative Plan x Annual Plan: Grievance Procedures

The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year Annual Plan: Capital Needs

Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant Annual Plan:

Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option) Annual Plan: Capital Needs

Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing Annual Plan:

Approved or submitted applications for demolition and/or disposition of public housing Annual Plan:

Approved or submitted applications for designation of public housing (Designated Housing Plans) Annual Plan: Designation of Public Housing

Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act Annual Plan: Conversion of Public Housing

Approved or submitted public housing homeownership programs/plans Annual Plan:

Policies governing any Section 8 Homeownership program check here if included in the Section 8 Administrative Plan Annual Plan: Homeownership

Any cooperative agreement between the PHA and the TANF agency Annual Plan:

FSS Action Plan/s for public housing and/or Section 8 Annual Plan: Community Service & Self-Sufficiency

Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports Annual Plan: Community Service & Self-Sufficiency

The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan) Annual Plan:

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:

Troubled PHAs: MOA/Recovery Plan Troubled PHAs

Other supporting documents (optional) (list individually; use as many lines as necessary) (specify as ne

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
	446						
Income <= 30% of AMI	16.4%	5	5	n/a	n/a	1	
Income >30% but <=50% of AMI	12.8%	5	5	n/a	n/a		
Income >50% but <80% of AMI	38.5%	4	4	n/a	n/a		
Elderly	n/a						
Families with Disabilities	n/a						
Race/Ethnicity	n/a						
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

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:
x Other housing market study
Indicate year: 1996
x Other sources: (list and indicate year of information) Other housing market study
Housing Needs Analysis by Advantage Marketing Group

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 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	36		
Extremely low income <=30% AMI	28	78	
Very low income (>30% but <=50% AMI)	8	22	
Low income (>50% but <80% AMI)	0	0	
Families with children	19	51	
Elderly families	1	3	
Families with Disabilities	3	8	
Race/ethnicity	8	22	
Race/ethnicity	0	0	
Race/ethnicity	27	75	
Race/ethnicity	1	3	

Characteristics by Bedroom Size (Public Housing Only) N/A

1BR

2 BR

3 BR

4 BR

5 BR

5+ BR

Is the waiting list closed (select one)? No If yes: How long has it been closed (# of months)? 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

n/a	Employ effective maintenance and management policies to minimize the number of public housing units off-line
n/a	Reduce turnover time for vacated public housing units
n/a	Reduce time to renovate public housing units
n/a	Seek replacement of public housing units lost to the inventory through mixed finance development
n/a	Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
x	Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
x	Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
x	Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
x	Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
n/a	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)

Assist the Senior Volunteer Repair program to allow elderly to remain in thier own homes.

Work with Habitat for Humanity so families may own their own home.

Cooperate with Indianhead Community Action Agency by donation of land to build 10 units of low income housing and manage the units upon completion.

Resident Advisory Board (RAB) comments: The program is not too attractive to landlords, there are no actual benefits to rent under the Section 8 Program other than receiving the PHA portion of the rent on time. The Commenters felt that more screening of applicants by the PHA may help. Landlords have no incentive to make repairs on their units as the market is so limited they have no trouble renting their units.

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

x Other: (list below)
Seventy-eight percent of the applicants on the waiting list are at or below 30% of AMI

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

Need: Specific Family Types: The Elderly

egy 1: Target available assistance to the elderly:
Select all that apply

n/a Seek designation of public housing for the elderly
x Apply for special-purpose vouchers targeted to the elderly, should they become available
x Other: (list below)
Cooperate with Sawyer County Aging Unit and individual elderly housing projects such as Sawyer County Non-Profit Housing Development and E. Fuller Inc.
Continue to maintain the two elderly duplexes in Stone Lake & Exeland for the elderly.
Comments from RAB - the County does a really good job with the elderly, it is an ideal place for elderly with the Aging Unit and Human Services providing benefits and services in addition to the elderly housing complexes located here.

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:
Select all that apply

n/a Seek designation of public housing for families with disabilities

n/a Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing

x Apply for special-purpose vouchers targeted to families with disabilities, should they become available

x Affirmatively market to local non-profit agencies that assist families with disabilities

x Other: (list below)

Assist families with vouchers in elderly housing.

Work well with Carpe Diem regarding housing placements.

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

n/a Affirmatively market to races/ethnicities shown to have disproportionate housing needs

x Other: (list below)

The HA cooperates with Lac Courte Orielles Indian Housing Authority, who refers clients frequently.

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

x Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units

x Market the section 8 program to owners outside of areas of poverty /minority concentrations

Other: (list below)

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

(2) Reasons for Selecting Strategies

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

x Funding constraints

x Staffing constraints

x Limited availability of sites for assisted housing

x 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

x Influence of the housing market on PHA programs limited supply & high rents

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

Financial Resources: Planned Sources and Uses

Sources	**Planned $**	**Planned Uses**
1. **Federal Grants (FY 2000 grants)**		
)Public Housing Operating Fund	n/a	
)Public Housing Capital Fund	n/a	
)HOPE VI Revitalization	n/a	
)HOPE VI Demolition	n/a	
)Annual Contributions for Section 8 Tenant-Based Assistance	$490,911	rental assista
)Public Housing Drug Elimination Program (including any Technical Assistance funds)	n/a	
)Resident Opportunity and Self-Sufficiency Grants	n/a	
)Community Development Block Grant	n/a	
)HOME	n/a	
Other Federal Grants (list below)	n/a	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
	n/a	
3. Public Housing Dwelling Rental Income		
	n/a	
4. Other income (list below)		
Rental income from the 48 Project, a 48 unit Section 8/FmHA 515 project-	$252,624	used to mair
4. Non-federal sources (list below)		

rental income from two elderly duplexes $12,528 maintaining and debt repayment of the units, other housing related needs, rental income from the 48 Project, a low income family project

Total resources
$756,063

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing N/A

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

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)
When families are within a certain number of being offered a unit: (state number)
When families are within a certain time of being offered a unit: (state time)
Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?
Criminal or Drug-related activity
Rental history
Housekeeping
Other (describe)

c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

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

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

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

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

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

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

2. Yes No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?

3. Yes No: May families be on more than one list simultaneously
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

PHA main administrative office
All PHA development management offices
Management offices at developments with site-based waiting lists
At the development to which they would like to apply
Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

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)

. 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**)

. 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)

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

Date and Time

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

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

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

(5) Occupancy

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

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

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

At an annual reexamination and lease renewal
Any time family composition changes
At family request for revision
Other (list)

(6) Deconcentration and Income Mixing

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

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

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

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

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

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 PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

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

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

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)
Not applicable: results of analysis did not indicate a need for such efforts
List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)
Not applicable: results of analysis did not indicate a need for such efforts
List (any applicable) developments below:

B. Section 8

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

(1) Eligibility

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

b No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

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

d. 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)

x Criminal or drug-related activity

x Other (describe below)

if known, names of former landlords. Note: the PHA regularly checks the Wisconsin kCircuit court system on the Internet for criminal records for all applicants.

(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)

x 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)

x PHA main administrative office

Other (list below)

(3) Search Time

a. Yes Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:
Upon request from the japplicant who shows they are deligently searching for a unit.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

1. Yes 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
x High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Victims of domestic violence

2 Substandard housing
1 Homelessness
3 High rent burden

Other preferences (select all that apply)

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

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
x Briefing sessions and written materials

Other (list below)

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

n/a Through published notices

n/a Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing n/a

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

$0

$1-$25

$26-$50

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

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

. Rents set at less than 30% than adjusted income

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

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

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

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

Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

For household heads
For other family members
For transportation expenses
For the non-reimbursed medical expenses of non-disabled or non-elderly families
Other (describe below)

e. Ceiling rents

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

Yes for all developments
Yes but only for some developments
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 PHA such that the changes result in an adjustment to rent? (select all that apply)

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

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

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 below100% of FMR
x 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)

x 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)

x Success rates of assisted families

x Rent burdens of assisted families

Other (list below)

(2) Minimum Rent

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

$0

x $1-$25

$26-$50

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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.

x A brief description of the management structure and organization of the PHA follows: Executive Director, and two Occupancy Specialists - one of whom is the HQS Inspector

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	20	1	1999
Section 8 Certificates	142	63	1999
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)

n/a

(2) Section 8 Management: (list below)

Personnel Policy
Procurement Policy
Drug Free Workplace Policy
Capitalization Policy
Investment Policy
Disposition Policy

6.PHA Grievance Procedures n/a

[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. 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)

n/a PHA main administrative office
PHA development management offices
Other (list below)

B. Section 8 Tenant-Based Assistance

1. 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)

x PHA main administrative office
Other (list below)

7. Capital Improvement Needs n/a

[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-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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

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

Yes No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
   Revitalization Plan under development
   Revitalization Plan submitted, pending approval
   Revitalization Plan approved
   Activities pursuant to an approved Revitalization Plan underway

Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
If yes, list developments or activities below:

Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
If yes, list developments or activities below:

8. Demolition and Disposition n/a

[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 Disposition

3. Application status (select one) Approved Submitted, pending approval Planned application
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected: 6. Coverage of action (select one) Part of the development Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

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

[24 CFR Part 903.7 9 (i)]
Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

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

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

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly Occupancy by families with disabilities Occupancy by only elderly families and families with disabilities
3. Application status (select one) Approved; included in the PHA's Designation Plan Submitted, pending approval Planned application
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)

5. If approved, will this designation constitute a (select one) New Designation Plan Revision of a previously-approved Designation Plan?
. Number of units affected: 7. Coverage of action (select one) Part of the development Total development

10. Conversion of Public Housing to Tenant-Based Assistance n/a

[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? Assessment underway Assessment results submitted to HUD Assessment results approved by HUD (if marked, proceed to next question) Other (explain below)
3. Yes No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status)
Conversion Plan in development Conversion Plan submitted to HUD on: (DD/MM/YYYY) Conversion Plan approved by HUD on: (DD/MM/YYYY) 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 n/a

[24 CFR Part 903.7 9 (k)]

A. Public Housing n/a

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

3. Application status: (select one) Approved; included in the PHA's Homeownership Plan/Program Submitted, pending approval Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
. Number of units affected: 6. Coverage of action: (select one) Part of the development Total development

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program
Yes No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)
25 or fewer participants
26 - 50 participants
51 to 100 participants
more than 100 participants

b. PHA-established eligibility criteria
Yes No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?
If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]
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:

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)?

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

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

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

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

b. Economic and Social self-sufficiency programs

No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If

"yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs

Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligil

(2) Family Self Sufficiency program/s n/a

a. Participation Description

Family Self Sufficiency (FSS) Participation

Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Numbe
Public Housing		
Section 8		

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

C. Welfare Benefit Reductions

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)

n/a Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies

n/a Informing residents of new policy on admission and reexamination
n/a Actively notifying residents of new policy at times in addition to admission and reexamination.
n/a Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
n/a 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

[24 CFR Part 903.7 9 (m)]
Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

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

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

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

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

Safety and security survey of residents
Analysis of crime statistics over time for crimes committed “in and around” public housing authority
Analysis of cost trends over time for repair of vandalism and removal of graffiti
Resident reports
PHA employee reports
Police reports

Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
Other (describe below)

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

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

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

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

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

C. Coordination between PHA and the police

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

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

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

D. Additional information as required by PHDEP/PHDEP Plan

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

Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

Yes No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?

Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ___)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management n/a

[24 CFR Part 903.7 9 (q)]

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?

. What types of asset management activities will the PHA undertake? (select all that apply)

Not applicable
Private management
Development-based accounting
Comprehensive stock assessment
Other: (list below)

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes 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)

x Attached at Attachment (File name) Resident Admisory Board Comments
Provided below:

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

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

x Other: (list below)
The PHA incorporated comments in the PHA Plan in response to comments. In Section B regarding admissions and strategy for meeting housing needs.

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

1. Yes 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. 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
Other (list)

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here)

   State of Wisconsin

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

   The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
   The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
   The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

x Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
Affordability of housing to consumers, especially those with severe cost burden, production of new units when possible, fairness and accessibility to housing consumers.

Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)
Sawyer County does not have a Consolidated Plan.

D. Other Information Required by HUD

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

Attachments

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

WI222a01

RESIDENT ADVISORY BOARD RECOMMENDATIONS AND COMMENTS
November 3, 1999
Board Members-Sandra Borkenhagen, Betty Strot, Holly Kroll-Section 8 Participants

Betty brought up the topic of being limited while on Section 8 as far as being able to get the landlords to complete repairs. She commented that one has to live somewhere.

Sandy also felt that the only way she could get repairs done were if the unit failed inspection, that was the only time the landlord would make repairs. She did say that when she moved into her house, she had to tell the landlord she would make the repairs just to entice him to rent to her as the house she rented had been sitting vacant since he owned it.

Sandy asked how the fair market rents were set for this area as the open market rents are higher than those established by HUD. It was explained that HUD sets the rents based on the 1990 Census. It was discussed how difficult it is for a small housing Authority to obtain an exception to increase the FMR.

Betty, who is living in elderly housing, and has a 14 year old granddaughter living with her, discussed the problem she is having. She is almost 70 years old and works through the Green Thumb Program. She would like to quit working but by doing so, her rent would increase as her Social Security would increase and she would be losing the Green Thumb income. She said she will probably have to work until she is 75. She has checked into adopting her granddaughter as she would be able to receive Social Security for her but the adoption fee is $1500 and she does not thave the money.

When the need of affordable housing and marketing to owners was discussed, Holly suggested that we screen tenants for landlords and stress that landlords be paid on time by our ofice. One advantage to the program is that owners know they will receive the PHA portion of their rent.

Betty Strot stated the elderly assistance is great in this area. When she lived in Wyoming, the agencies there paid $.05 per mile to doctors appointments and such, where here in Wisconsin it is $.26. When she lived in Wyoming, it was very difficult to find people willing to drive at that rate. Hayward has several doctors, the Aging Unit has a van for transportation and Human Services offers a lot of programs for the elderly.

The Board felt that housing in the area is limited and the rents are too high.

About admission preferences - Betty mentioned that some places use a point system where one gets more points for being employed. Sandy asked what would be done in a case with a married woman with children trying to leave an abusive situation. The federal preferences were discussed and general consensus was that having a point system could be a problem, and that the federal preferences in place were adequate.

About the minimum rent of $25 - Sandy asked if we had a lot of people with no income on the program, and what do we do with people who are unmarketable for employment, such as alcoholics or people that really try but just do not get hired. It was explained that applicants would not be able to be assisted in units with rents exceeding the FMR under the new rule.

Holly brought up the problem of this area being a tourist area and most people are working seasonal hours. She also mentioned that people like her who have medical problems but do not qualify for disability find it difficult to work full time with their medical problems.

PHA Plan
Table Library

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

Annual Statement
Capital Fund Program (CFP) Part I: Summary Capital Fund Grant Number FFY of Grant Approval: (MM/YYYY) Original Annual Statement

Line No.	Summary by Development Account		Total Estimated Cost
1	Total Non-CGP Funds		
2	1406	Operations	
3	1408	Management Improvements	
4	1410	Administration	
5	1411	Audit	
6	1415	Liquidated Damages	
7	1430	Fees and Costs	
8	1440	Site Acquisition	
9	1450	Site Improvement	
10	1460	Dwelling Structures	
11	1465.1	Dwelling Equipment-Nonexpendable	
12	1470	Nondwelling Structures	
13	1475	Nondwelling Equipment	
14	1485	Demolition	
15	1490	Replacement Reserve	
16	1492	Moving to Work Demonstration	
17	1495.1	Relocation Costs	

18	1498	Mod Used for Development
19	1502	Contingency
20	**Amount of Annual Grant (Sum of lines 2-19)**	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

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

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

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

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

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

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

Optional 5-Year Action Plan Tables
Development Number Development Name (or indicate PHA wide) Number Vacant Units % Vacancies in Development

Description of Needed Physical Improvements or Management Improvements	**Estimated Cost**	**Planned Start Date**
(HA Fiscal Year)		
Total estimated cost over next 5 years		

Optional Public Housing Asset Management Table

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

Public Housing Asset Management

Development Identification

Name, Number, and Location Number and Type of units Capital Fund Program
Parts II and III *Component 7a* Development Activities *Component 7b* Demolition / disposition
Component 8 Designated housing *Component 9* Conversion
Component 10 Home- ownership *Component 11a* Other (describe)
Component 17