

# PHA Plans

Five-Year Plan for Fiscal Years 2001-2005

Annual Plan for Fiscal Year 2001

**PHA Plan  
Agency Identification**

**PHA Name:** Housing Authority of the County of San Diego

**PHA Number:** CA108

**PHA Fiscal Year Beginning:** 07/2001

**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  
County of San Diego Housing and Community Development  
3989 Ruffin Rd.  
San Diego, CA. 92123  
(858) 694-4885
- PHA development management offices
- PHA local offices

**Display Locations for PHA Plans and Supporting Documents**

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

- Main administrative office of the PHA  
County of San Diego Housing and Community Development  
3989 Ruffin Rd.  
San Diego, CA. 92123
- PHA development management offices  
Towncentre Manor Apartments  
434 F St. #101  
Chula Vista, CA. 91910
- Melrose Manor Apartments  
1678 Melrose Ave. #19  
Chula Vista CA. 91911

## Display Locations for PHA Plans and Supporting Documents (continued)

L St. Manor Apartments  
584 L St. Apt. F  
Chula Vista, CA. 91911

Dorothy St. Manor Apartments  
778 Dorothy St. Apt. A  
Chula Vista, CA. 91911

- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- San Diego County branch libraries
- PHA website: [www.sdhcd.org](http://www.sdhcd.org)
- Other (list below)

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

- Main business office of the PHA  
County of San Diego Housing and Community Development  
3989 Ruffin Rd.  
San Diego, CA. 92123
- PHA development management offices
- Other (list below)

**FIVE-YEAR PLAN**  
**PHA FISCAL YEARS 2001 - 2005**  
[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 U.S. Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

The PHA's mission is:

**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.

*The Housing Authority of the County of San Diego is including a brief statement of progress made toward meeting HUD's and the PHA's strategic Goals and Objectives.*

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

PHA Goal: Expand the supply of assisted housing and support the efforts of Housing Development Agencies to increase the inventory of affordable housing for families in need as identified in their Consolidated Plans.

Objective(s):

Continue to apply for all available funding for additional rental vouchers and other funding to increase additional affordable housing.

Reduce public housing vacancies:

Leverage private or other public funds to create additional housing opportunities:

The Housing Authority shall explore partnerships with other local jurisdictions for the purpose of developing or acquiring mixed finance developments for targeted populations.

The Housing Authority will build communication and alliances with neighborhoods and public agencies by actively participating in Neighborhood Revitalization Programs.

## Progress Statement

The Housing Authority of the County of San Diego has made progress toward the above stated Goal and Objectives by:

- Applying for funds made available in the current fiscal by HUD for Section 8 Mainstream, Family Unification, and Section 8 Fair Share. The Housing Authority was awarded 922 additional vouchers.
- Submitting application and receiving an award of \$4.3 million for homeless assistance as part of HUD's Continuum of Care Program.
- Providing the leadership in an alliance of Five San Diego County Departments responsible for the coordination of Building Blocks for Better Neighborhoods Program. Through this program, public and community alliances have been formed to leverage and create improved planning and delivery of housing programs administered by the PHA along with other public services provided by the County of San Diego.
- Developing a report and action plan as part of a housing "Focus Group" which includes recommendations to increase the development of affordable housing and a listing of funding that could be used for housing costs or supportive services.
- Collaborating and providing resources for three County Revitalization Steering Committees for the areas of Lakeside, Ramona and Back County. The goals of the Community Revitalization Program are to:
  - Meet in the community and work with community members and local organizations in developing what they believe are the critical priority projects in their community;
  - Resolve issues for which there are available resources;
  - Assist community members in identifying available funding sources; and
  - Assist and empower community members to apply for necessary funding to achieve their goals.

All three Revitalization Steering Committees are actively meeting and have each developed a matrix of issues related to funding or policy decisions needed by the County's Governing Board. Solutions have been identified for 68 issues thus far.

### **PHA Goal: Improve the quality of assisted housing**

Objectives:

- Continue to manage the Housing Authority's programs in a manner that results in continued recognition in HUD's Public Housing Management Assessment as a High Performer (PHAS)
- Design and implement an automated system for tracking PHAS and Section 8 Management Assessment Program (SEMAP) indicators
- Maintain or increase customer satisfaction survey results at or above 95% indicating satisfactory to excellent service by the PHA.
- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:

- Provide replacement vouchers:
- Other: (list below)

**Progress Statement**

The Housing Authority of the County of San Diego has made progress toward the above stated Goal and Objectives by:

- Obtaining a High Performer designation in the most recent HUD Public Housing Management Assessment.
- Actively pursuing acquisition of new software that will facilitate the monitoring of PHAS/SEMAP indicators. The selection of the software will be completed by March 2001.
- Achieving a 96.2% satisfactory to excellent service rating by customers for services provided by the PHA.

**PHA Goal: Increase assisted housing choices**

Objective(s):

- Continue to provide voucher mobility counseling to families wishing to relocate in low poverty high opportunity areas of the jurisdiction by continuing with regional collaboration in the Community Opportunities Program (Section 8 Counseling).
- Continue existing outreach efforts to educate and recruit landlords targeting those with properties located in low poverty areas of the PHA’s jurisdiction by conducting monthly owner/landlord educational sessions regarding programs administered or supported by the PHA.
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

**Progress Statement**

The Housing Authority of the County of San Diego has made progress toward the above stated Goal and Objectives by:

- Proactively participating in activities sponsored by the multi-jurisdictional Community Opportunities Program funded by HUD to promote mobility for Section 8 participants throughout the region. The program is administered by a local non-profit organization and regional PHA collaborators that focuses on providing mobility counseling to families wishing to move to low-poverty high opportunity neighborhoods.
- Providing monthly landlord outreach and education sessions to update owners on recent program changes.
- Increasing payment standards to 110% of the most recently published FMR.

- Researching and evaluating prospective program designs for the development of a recommendation to the Governing Board regarding adoption of a voucher homeownership program.

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

**PHA Goal: Provide an improved living environment**

Objectives:

- Implement measures to de-concentrate poverty by bringing higher income public housing households into lower income developments:
- Implement measures to promote income mixing in public housing by developing and implementing local preferences that provide equal priority to veterans, working, elderly and disabled.
- Continue to conduct annual public housing physical improvement assessments to identify enhancements needed to increase property security.
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Continue to maintain the Housing Authority's physical assets in a manner that is both efficient and cost effective by developing a comprehensive preventative maintenance plan for properties owned by the PHA.  
Continue renovation or modernization of public housing units as assessed and identified in the PHA's preventative maintenance plan.

**Progress Statement**

The Housing Authority of the County of San Diego has made progress toward the above stated Goal and Objectives by:

- Revising Admissions and Occupancy Policies to reflect resident and participant advisory group input regarding wait list preferences and physical improvements needed or desired by residents.
- Incorporating resident input for the PHA's comprehensive maintenance plan. Resident input has been incorporated in the Five-Year Action Plan for Capital Improvements provided in the Agency Plan submission.

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

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

Objective(s):

- Increase the number and percentage of employed persons in assisted families:
- Implement policies that will assist participants in assisted housing programs with self-sufficiency efforts i.e.: working preference, income

exclusions, interim re-certification policies that provide asset development for households participating in the PHA's programs.

- Continue efforts to attract new supportive services for residents and participants of public and assisted housing that focus on assisting participant employability, or independence for the elderly, or families with disabilities.
- Other: (list below)  
Increase the number of families participating in the Family Self-Sufficiency Program to exceed the minimum program size.

### **Progress Statement**

The Housing Authority of the County of San Diego has made progress toward the above stated Goal and Objectives by:

- Revising its Public Housing and Section 8 Policies to include procedures and PHA policies that support participant efforts toward self-sufficiency as it relates to treatment of income between regularly scheduled reexaminations.
- Affirmatively marketing its Family Self-Sufficiency Program to rental assistance participants. The PHA currently has 255 families participating in the Self-Sufficiency Program, of which 156 have escrow accounts established. The PHA estimates that program participation will increase to the minimum program size of 294 participating families by June 30, 2001.
- Actively pursuing collaborations with regional entities such as the County of San Diego Health and Human Services Agency, Aging and Independent Services, and the "National Loss Prevention Partnership Program" to coordinate supportive services and linkages for the PHA's Section 8 and Public Housing participants.
- Effectively administering the Supportive Housing Program through which local nonprofit entities provide supportive services in transitional housing to develop self-sufficiency.
- Providing contributions to the Cold Weather Shelter Voucher Program to serve homeless families, the elderly and disabled. The County budgeted \$435,000 in FY 2000-2001.
- Effectively administering HUD's Shelter Plus Care Program for both tenant and sponsor based rental assistance. The Department's most recent renewal (effective November 1, 2000) is \$1.58 million.

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

#### **PHA Goal: Ensure equal opportunity and affirmatively further fair housing**

Objective(s):

- 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: (list below)

**Progress Statement**

The Housing Authority of the County of San Diego has made progress toward the above stated Goal and Objectives by:

- Adopting policies that support accessibility and accommodation for the elderly and disabled.

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

**PHA Goal: Ensure maximum utilization PHA program dollars and resources**

Objective(s):

Maintain a 98% lease up rate in the Section 8 Program.

Maintain a 97% occupancy rate in the PHA's Public Housing Program

**Progress Statement**

The Housing Authority of the County of San Diego has made progress toward the above stated Goal and Objectives by:

- Undertaking an aggressive leasing program to achieve a 98% lease rate in the Section 8 Program by June 30, 2001.
- Employing effective measures to achieve 97% lease rate by June 30, 2001. It is anticipated that the PHA will meet this goal.

# Annual PHA Plan PHA Fiscal Year 2001

[24 CFR Part 903.7]

## Annual Plan Type

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

### **Streamlined Plan:**

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

**Troubled Agency Plan**

## 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.

In accordance with Section 511 of the Quality Housing and Work Responsibility Act of 1998, the Housing Authority of the County of San Diego is submitting the Agency Plan.

The Agency Plan is presented in two sections.

### **Section 1: Five Year Plan**

The Five-Year Plan describes the mission of the Housing Authority of the County of San Diego and its long-range goals and objectives for achieving its mission over the next five years.

#### **Mission**

- The mission of the Housing Authority of the County of San Diego is the same as that of HUD: *"To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination."*

#### **Long-Range Goals and Objectives**

- Increase the availability of decent, safe and affordable housing.
- Improve the quality of assisted housing.
- Increase assisted housing choices.
- Provide an improved living environment.
- Promote self-sufficiency and asset development of families and individuals.
- Ensure equal opportunity and affirmatively further fair housing.
- Ensure maximum utilization of Housing Authority program dollars and resources.

## Section 2: Annual Plan

The Annual Plan provides details about the Housing Authority of the County of San Diego's current operations, program participants and services.

### Operations

- Owns and operates 121 Conventional Public Housing units and administers a rental assistance program of approximately 8,500 units
- Approximately 20,000 applicants on Waiting List for rental assistance.
- Preferences are provided to working families, families with children, veterans, the elderly and the disabled.
- Applicants are screened to determine any involvement in criminal or drug-related conduct.

### Program Participants and Services

- Approximately 8,200 families currently receiving monthly rental assistance.
- A Family Self-Sufficiency Program is available to assist Section 8 and Public Housing participants to enhance employment skills.
- On-going coordination maintained with local police agencies to determine if applicants/participants are involved in criminal or drug-related conduct.

In the development of the Agency Plan, input was solicited from program participants through the formation of a Resident Advisory Board. Minutes for Resident Advisory Board meetings and Public Hearing are available for review in the Housing Authority file on the Agency Plan. The Agency Plans and support policy documents were released for public review and comment on February 18, 2001. All comments received during the comment period have been considered and where appropriate incorporated into the Plan.

Questions or comments regarding this Agency Plan should be addressed to Mikel Haas, Director (Acting), County of San Diego Department of Housing and Community Development, 3989 Ruffin Rd., San Diego, CA. 92123.

## ii. 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

	<u>Page #</u>
<b>Annual Plan</b>	
i. Executive Summary	10
ii. Table of Contents	
1. Housing Needs	15
2. Financial Resources	22
3. Policies on Eligibility, Selection and Admissions	23
4. Rent Determination Policies	32
5. Operations and Management Policies	36

6. Grievance Procedures	37
7. Capital Improvement Needs	38
8. Demolition and Disposition	40
9. Designation of Housing	41
10. Conversions of Public Housing	42
11. Homeownership	43
12. Community Service Programs	45
13. Crime and Safety	47
14. Pets (Inactive for January 1 PHAs)	49
15. Civil Rights Certifications (included with PHA Plan Certifications)	49
16. Audit	49
17. Asset Management	49
18. Other Information	50
19. Definition of "Substantial Deviation" and "Significant Amendment or Modification"	58

### Attachments

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

#### Required Attachments:

- A** Admissions Policy for De-concentration  
**(File Name: ca108a03)**
- B** FY 2001 Capital Fund Program Annual Statement/Progress Report  
**(File Name: ca108b03)**
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- Statement of Progress in Meeting the Five-Year Plan Mission and Goals  
**(Included in 5 Year Plan)**
- C** Resident Membership of the PHA Governing Board  
**(File Name: ca108c03)**
- D** Membership of the Resident Advisory Board  
**(File Name: ca108d03)**

#### Optional Attachments:

- PHA Management Organizational Chart
- E** Capital Fund Program Five-Year Action Plan  
**(File Name: ca108e03)**
- F** Public Housing Drug Elimination Program (PHDEP) Plan  
**(File Name: ca108f03)**
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

## Supporting Documents Available for Review

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
*	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	Five-Year and Annual Plans
*	State/Local Government Certification of Consistency with the Consolidated Plan	Five-Year and Annual Plans
*	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	Five-Year and Annual Plans
*	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
*	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
*	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
*	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
*	Public Housing De-concentration and Income Mixing Documentation: 1. PHA board certifications of compliance with de-concentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required de-concentration 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 <input checked="" type="checkbox"/> 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 <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
*	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
*	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 <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
*	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan	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: Capital Needs
*	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
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 <input type="checkbox"/> Check here if included in the Section 8 Administrative Plan upon publishing of final regulations	Annual Plan: Homeownership
*	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
*	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
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
*	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
*	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	Other supporting documents (optional) (List individually; use as many lines as necessary)	(Specify as needed)

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

## JURISDICTION

The PHA has analyzed the housing needs of low-income and very low-income families who reside in the PHA’s jurisdiction. Included in the analysis are housing needs of extremely low-income and elderly families. As of the writing of this plan complete data was not available for families with disabilities and households of various races and ethnic groups residing in the Housing Authority jurisdiction.

The housing needs of each of these groups have been identified separately. The identification of housing needs took into account issues of affordability, supply, quality, accessibility, size of units and location.

The PHA’s jurisdiction encompasses more than one Consolidated Plan jurisdiction. Consolidated Plans for the cities of Chula Vista, Escondido, and El Cajon describe the housing needs for these cities. In addition, the County of San Diego has taken a regional approach and developed a Consortium Consolidated Plan which contains a comprehensive affordable housing strategy for the unincorporated area of San Diego County and the Cities of Coronado, Del Mar, Encinitas, Imperial Beach, La Mesa, Lemon Grove, Poway, Santee, San Marcos, Solana Beach and Vista. The city of Encinitas operates its own Housing Authority. The Consortium Consolidated Plan and the Plans of the other cities have been included in the housing need analysis in the chart listed below. In rating the factors listed, the PHA has taken an average of the ratings reported by each consolidated plan city rounding to the nearest number. All Consolidated Plans and charts for each jurisdiction are available as support documentation for the Five Year and Annual Plan submitted.

### **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.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ability	Size	Location
Income <= 30% of AMI	23,229	5	5	3	3	4	3
Income >30% but <=50% of AMI	24,165	5	5	3	4	4	3
Income >50% but <80% of AMI	36,658	5	4	4	2	4	4

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ability	Size	Location
Elderly	15,041	5	5	4	3	3	4
Families with Disabilities*	52,638	NA	NA	NA	NA	NA	NA
Hispanic **	393,336	--	--	--	--	--	--
White**	940,315	--	--	--	--	--	--
Black**	53,118	--	--	--	--	--	--
Asian**	93,298	--	--	--	--	--	--

\* Data for the number of “Families with Disabilities” was not available. The PHA is providing an estimate of “Individuals” living in the Housing Authority jurisdiction as estimated by the San Diego Association of Governments (SANDAG): 1990 U.S. Census, Sex by Age by Mobility and Self-Care Limitation Status.

\*\* Data for “Families” of various ethnic categories was not available. The PHA is providing an estimate of the ethnic breakdown of “Individuals” living in the Housing Authority jurisdiction as estimated by the San Diego Association of Governments (SANDAG); 2005 Forecast Profile.

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: 2000-2005 County of San Diego Consortium Consolidated Plan for the Unincorporated Area and the cities of Coronado, Del Mar, Encinitas, Imperial Beach, La Mesa, Lemon Grove, Poway, Santee, San Marcos, Solana Beach, and Vista.  
  
2000-2005 Consolidated Plan for the City of Chula Vista, CA. and U.S. Census Data  
  
2000-2005 Consolidated Plan for the City of Escondido, CA  
  
1999-2004 Consolidated Plan and Housing Element for the City of El Cajon, CA.
- 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:  
San Diego Association of Governments (SANDAG)  
2020 County Forecast.

## 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.

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/sub-jurisdiction:			
	# Of Families	% Of Total Families	Annual Turnover
Waiting list total	21,107		180
Extremely low-income <=30% AMI	16,332	77%	
Very low-income (>30% but <=50% AMI)	4,389	21%	
Low-income (>50% but <80% AMI)	356	2%	
Families with children	12,189	58%	
Elderly families	2,252	11%	
Families with Disabilities	5,679	27%	
White/Non-Hispanic	10,454	50%	
White/Hispanic	6,659	32%	
Black/Non-Hispanic	2,772	13%	
Black/Hispanic	44	0.2%	
American/Indian	254	1%	
Asian	924	4%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

<b>Housing Needs of Families on the Waiting List</b>	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
If yes:	
How long has it been closed (# of months)?	
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes	
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes	

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1865		3
Extremely low-income <=30% AMI	1490	79.9%	
Very low-income (>30% but <=50% AMI)	336	18%	
Low-income (>50% but <80% AMI)	35	1.9%	
Families with children	1248	66.9%	
Elderly families	97	5.2%	
Families with Disabilities	437	23.4%	
White/Non-Hispanic	830	44.5%	
White/Hispanic	601	32.2%	
Black/Non-Hispanic	346	18.6%	
Black/Hispanic	3	0.2%	
American Indian	22	1.2%	
Asian	63	3.4%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	790	42.2%	
2 BR	759	40.7%	
3 BR	253	13.6%	
4 BR	58	3.1%	
5 BR	1	0.1%	
5+ BR			

### Housing Needs of Families on the Waiting List

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

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

### NEEDS ASSESSMENT

Through analysis of the PHA's jurisdiction and waiting lists, the PHA believes that affordability, and supply are the factors that highly impact low, very low, and extremely low-income households.

Consolidated Plan information indicates that households with incomes below 30% of area median (extremely low-income), elderly households and households with disabilities are in the most imminent danger of becoming homeless. Further analysis reveals that the special needs of elderly populations and families with disabilities are significantly impacted due to the severe cost burden experienced by these populations.

### BARRIERS TO AFFORDABLE HOUSING

There are significant barriers in the PHA's jurisdiction, which impact the PHA's ability to provide affordable housing to the needy populations in its jurisdiction.

Affordability, limited supply of housing resources, and the overall demand for housing units in the jurisdiction are the primary barriers. Overall vacancy rates within the Housing Authority jurisdiction are under 2% for rental units.

### **C. Strategy for Addressing Needs**

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

#### **(1) Strategies**

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

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through Section 8 replacement housing resources

- Maintain or increase Section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase Section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase Section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

- Apply for additional Section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

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

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

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

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

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

Select if applicable

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

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

Select all that apply

- Counsel Section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the Section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

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

**(2) Reasons for Selecting Strategies**

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing

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

## 2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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.

As required in the Quality Housing and Work Responsibility Act of 1998, the Housing Authority of the County of San Diego is submitting a Statement of Financial Resources. The Statement includes projected income and expense for the operation of the public housing and tenant-based assistance programs for the fiscal year beginning July 1, 2001 and ending June 30, 2002.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2001 grants)</b>		
a) Public Housing Operating Fund	\$371,390	
b) Public Housing Capital Fund	\$208,993	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$47,175,511	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$ 29,356	
g) Resident Opportunity and Self-Sufficiency Grants	N/A	
h) Community Development Block Grant	N/A	
i) HOME	N/A	
Other Federal Grants (list below)	N/A	
FSS Coordinator	\$ 47,700	Section 8 Support

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
Public Housing Drug Elimination	\$ 29,356	Drug Prevention Programs
<b>3. Public Housing Dwelling Rental Income</b>	\$445,610	Public Housing Operations
<b>4. Other income (list below)</b>		
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	\$48,303,560.	

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

[24 CFR Part 903.7 9 (c)]

#### A. Public Housing

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

##### (1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: The qualifying factors of eligibility are not verified until the family is in a position on the waiting list to be offered a housing unit within approximately 6 months. The PHA maintains a pool of applicants that have met eligibility and suitability criteria for all bedroom sizes.
- 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: Rental History

- 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: Interested persons may apply over the telephone, or by mail.

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 are 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:

The PHA has four public housing developments. Only one development has one-bedroom units. Therefore, applicants needing a one-bedroom assignment can only be referred to one particular development for Public Housing.

#### (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
- Over housed
- Under housed
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

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

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action)
- 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 as outlined in the Admissions and Occupancy Policy
- Victims of reprisals or hate crimes
  
- Other preference(s) as outlined in the PHA's Admissions and Occupancy Policy

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

**1** Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Inaccessibility,)
- 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
- 1** Veterans and veterans' family
- 1** 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)
- 1** Those previously enrolled in educational, training, or upward mobility programs as outlined in the Admissions and Continued Occupancy Policy
- Victims of reprisals or hate crimes
- Other preference(s)

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) De-concentration and Income Mixing**

a.  Yes  No: Does the PHA have any general occupancy (family) public housing developments covered by the de-concentration rule? If no, this section is complete. If yes, continue to the next question.

b.  Yes  No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

De-concentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at 903.2(c)(1)(iv)]	De-concentration policy (if no explanation) [see step 5 at 903.2(c)(1)(v)]
Melrose Manor	24	The covered development is a scattered site complex, which size; location and configuration explain the small variance from the established income range.	Although the PHA's initial analysis reveals a small variance, the PHA has outlined in its De-concentration Policy specific incentives it will make available to ensure de-concentration. See attachment A (filename: ca108a03) of the PHA plan for the PHA's De-concentration Policy.

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 de-concentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:

Melrose Manor Apartments

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

## B. Section 8

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

### (1) Eligibility

- a. What is the extent of screening conducted by the PHA? (Select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)
- The family must not have violated any family obligation during a previous participation on the Section 8 program.

The PHA may make an exception, if the family member who violated the family obligation is not a current member of the household on the application.

The family must pay any outstanding debt owed to the PHA or another PHA as a result of prior participation in any federal housing program.

The family must be in good standing regarding any current payment agreement made with another PHA for a previous debt incurred, before this PHA will allow participation in its Section 8 program.

The PHA will check criminal history for all adults in the household to determine whether any member of the family has violated any of the prohibited behaviors as referenced in the section on One Strike policy in the “Denial or Termination of Assistance” chapter of the PHA’s Administrative Plan.

If any applicant deliberately misrepresents the information on which eligibility or tenant rent is established, the PHA may deny assistance and may refer the family file/record to the proper authorities for appropriate disposition.

- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (Either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (Select all that apply)
- Criminal or drug-related activity
- Other
- Any rental history that may have resulted in an eviction or claim if the information is documented in the participant file.

## (2) Waiting List Organization

- a. With which of the following program waiting lists is the Section 8 tenant-based assistance waiting list merged? (Select all that apply)
- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)
- b. Where may interested persons apply for admission to Section 8 tenant-based assistance? (Select all that apply)
- PHA main administrative office
- Other
- Interested persons may apply in person, by telephone, or mail.

**(3) Search Time**

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

If yes, state circumstances below:

The PHA will grant the maximum 120-day period to families seeking housing in the jurisdiction providing families the maximum benefit to seek affordable and suitable housing for their family. In addition, upon family request the PHA will consider granting additional time, if necessary, as a reasonable accommodation for families with disabilities.

**(4) Admissions Preferences**

- a. Income targeting

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

- b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

Families with children

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

**1** Date and Time

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action,)
- 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
- 1** Veterans and veterans’ family
- 1** 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)
- 1** Those previously enrolled in educational, training, or upward mobility programs as outlined in the PHA’s Administrative Plan
- Victims of reprisals or hate crimes
- 1** Other preference(s)  
Families with children

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

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

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

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

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

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

## (5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other  
PHA written materials  
Outreach to targeted populations through agencies that serve targeted groups.

## 4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

### A. Public Housing

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

#### (1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---Or---

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

b. Minimum Rent

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

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

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

If yes to question 2, list these policies below:

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

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

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

- d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply) None

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

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report change 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:

The PHA requires families to report all changes in income. However, changes are noted in tenant file and no rent adjustment is made unless such change is a decrease in tenant rent. The PHA does complete the interim re-examination for all changes in family composition.

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

## (2) Flat Rents

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

- The Section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other

The PHA utilizes rental surveys conducted by the San Diego County Apartment Association along with other data collected from Section 8 assisted units and similar unassisted units in the neighborhood.

## B. Section 8 Tenant-Based Assistance

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

### (1) Payment Standards

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

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

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

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

- Annually
- Other  
The PHA examines its payments standards at least annually. Adjustments are made when necessary to ensure success among assisted families in the PHA's jurisdiction.

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

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

### (2) Minimum Rent

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

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

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

**5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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)

**The Housing Authority of the County of San Diego is not required to complete this section.**

**A. PHA Management Structure**

Describe the PHA’s management structure and organization.

(Select one)

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

**B. HUD Programs Under PHA Management**

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

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

### C. Management and Maintenance Policies

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

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

(2) Section 8 Management: (list below)

## 6. PHA Grievance Procedures

[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.

**The Housing Authority of the County of San Diego is not required to complete this section.**

### A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

### B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
- Other (list below)

## 7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

As required under the Quality Housing and Work Responsibility act of 1998, the Housing Authority of the County of San Diego is submitting its Capital Improvement Plan. This submission includes both the long-term capital improvements needed as well as the capital improvements planned for the fiscal year beginning July 1, 2001.

### 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. FY 2001 Capital Fund Program Annual Statement  
**(Filename: ca108b03)**

-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 Five-Year Action Plan

Agencies are encouraged to include a Five-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 Five-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 Five-Year Action Plan is provided as an attachment to the PHA Plan. Capital Fund Program Five-Year Action Plan **(Filename: ca108e03)**

-Or-

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

## Optional Table for Five-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 Five-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

### Attachment E (Filename: ca108e03)

## 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 grants 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. Demolitions and Disposition

[24 CFR Part 903.7 9 (h)]

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

1.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

### 2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (D)]

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

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

### 2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (j)]

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

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

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

#### 2. Activity Description

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

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

<input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)
--

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

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

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

[24 CFR Part 903.7 9 (k)]

**The Housing Authority of the County of San Diego is not required to complete this section.**

**A. Public Housing**

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

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

2. Activity Description

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

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	
<input type="checkbox"/>	HOPE I
<input type="checkbox"/>	5(h)
<input type="checkbox"/>	Turnkey III
<input type="checkbox"/>	Section 32 of the USHA of 1937 (effective 10/1/99)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
3. Application status: (select one)	
<input type="checkbox"/>	Approved; included in the PHA's Homeownership Plan/Program
<input type="checkbox"/>	Submitted, pending approval
<input type="checkbox"/>	Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)	
5. Number of units affected:	
6. Coverage of action: (select one)	
<input type="checkbox"/>	Part of the development
<input type="checkbox"/>	Total development

## B. Section 8 Tenant Based Assistance

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

### 2. Program Description:

#### a. Size of Program

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

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

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

#### b. PHA-established eligibility criteria

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

If yes, list criteria below:

## 12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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

**The Housing Authority of the County of San Diego is not required to complete this component.**

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

1. Cooperative agreements:

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

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

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

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

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

#### (1) General

a. Self-Sufficiency Policies

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

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



### C. Welfare Benefit Reductions

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

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

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

## 13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

2. 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 2001 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 2001 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. ( **Filename: CA108d03**)

## 14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

**The Housing Authority of the County of San Diego is not required to complete this section.**

## 15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

## 16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

## 17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

**The Housing Authority of the County of San Diego is not required to complete this component.**

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

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

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

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

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

**18. Other Information**

[24 CFR Part 903.7 9 (r)]

**A. Resident Advisory Board Recommendations**

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

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

- Attached at Attachment (File name)
- Provided below:

<b>2001 RESIDENT ADVISORY BOARD SUMMARY OF COMMENTS</b>	
<b>RESIDENT</b>	<b>COMMENT</b>
Elizabeth Aparicio - Public Housing Resident Manager	Advises the PHA to consider individual circumstances when giving a priority on the wait list. Every situation is different in some way.
Martinella Barros Public Housing Resident Manager	Advises the PHA to provide the greatest preference for elderly and disabled. Secondly, to veterans and then families with children. Advises the PHA to continue conducting criminal record checks.
Teresa Burow Public Housing Resident	PHA should consider circumstances for families that have criminal records; depending on the crime the PHA should give people an opportunity. A policy like this would prevent homelessness. People who are disabled or homeless should have preference on the wait list.
Sandra Calhoun Section 8 Resident	Advises the PHA to take a thorough first application for new clients. Re-certifications suggest a shorter version to reduce repeated information. Re-certification should be dealing with changes only.
	Agrees with RAB recommendation to group categories on the waiting list. Advises having one group - Families with children who don't work and family's w/children that work - priorities should be given according to income as well. Healthy veterans should not have priority over terminally ill or disabled or families with children. Terminally ill should have priority, then the disabled & elderly, then families with children.
	Advises the PHA to develop a plan that will reassure the private sector landlords that the Section 8 program will restore units to prior condition as an incentive for landlords to participate.
	Advises the PHA to do suitability screening for Section 8 owners providing them

**2001 RESIDENT ADVISORY BOARD  
SUMMARY OF COMMENTS**

RESIDENT	COMMENT
	with additional assurance that they will have a good experience.
	Advises the PHA to seek out city councils in non-concentrated areas and jointly develop an incentive program that will encourage landlord participation in high opportunity areas.
	Commissioned Housing would be a good name for renaming the Section 8 program.
Richard Close Section 8 Resident	Advises the PHA to assist disabled persons first rather than using the system of date and time of application.
	Advises the PHA partner with the private sector to avoid concentrations of poor people living in one area or section of the County. Mr. Close stated that there are too many agencies doing too much of nothing. There should be no difference between Section 8 and Public Housing. Both programs should be treated as one.
	Urges the PHA to redo and overhaul its paperwork. Mr. Close advised the PHA that he has spoken to Duncan Hunter's office regarding this issue.
	Advises the PHA to make programs accessible to everybody in U.S. Give priority to citizens. Streamline paperwork because a lot gets thrown out when it doesn't apply.
	Biggest problem with Section 8 housing is getting repairs done. Have to wait too long. Tenant suffers because managers don't care. Government should step in to make sure Section 8 people have decent living conditions. Everyone wins.
	All agencies should be put under one umbrella. Recommends priorities for wait list to be: 1) Disabled and disabled veterans. 2) Families with children, 3) Single and working.
	Suggests the PHA should take a more active role to make fathers of children pay for family support. Housing should be for people that cannot work to pay the rent.
	Advises the PHA to pursue rent control.
	Advises the PHA to make Family Self-Sufficiency mandatory for Section 8 and Public Housing. People can then move out. Public Housing should be for people that are disabled. Able-bodied individuals should move out and make room for people that can't work. There should be time limits on housing.
	Believes housing should be coordinated. Rules for medical conflict. When you don't have medical deductions your rent goes up.
Stephanie Diaz Child of Public Housing Resident	Should have separate public housing for veterans and disabled because some children can be loud and rowdy. Families with children should be first priority.
Maria Gomez Public Housing Resident	Advises PHA to translate all paperwork. Documents should be available in other languages because she has to depend or wait on someone to help her conduct her business.
	Advises PHA to give priority to families with children over elderly because elderly with children have a support system. Advises that working single mothers with children should be helped before veterans.
Norma Guillen Mod Rehab Resident Manager	Criminal history, rental history, and house keeping are excellent ways the PHA can check on families wanting to live in Public Housing. Advises the PHA that paperwork in very intimidating for some people, especially for seniors. Re-certification information should be streamlined. Suggests that the PHA develop a re-certification package for seniors and families that require limited paperwork. The need for continued housing assistance creates stress.
	Believe the elderly have priority. It becomes very hard to deal with economy. Then disabled then families with children. Should categorize and group to prioritize.

**2001 RESIDENT ADVISORY BOARD  
SUMMARY OF COMMENTS**

RESIDENT	COMMENT
Ivan Harris Public Housing Resident	Encourages PHA to continue conducting criminal history checks.
	Strongly suggest prioritizing applicants in-group and within each group prioritize by time and date of application.
	Advises the PHA to advise landlords of participant former rental history information.
Randy Judickis Section 8 Participant	Strongly advises the PHA to seek out opportunities to partner with the private sector to acquire or preserve affordable housing. Rents are skyrocketing and the PHA needs to do everything it can to keep rents affordable. Advises the PHA to acquire units not only in areas where there is blight and turn them over to non-profits for continuation of affordable housing.
	Advises the PHA to consider providing landlord cash incentives (other than the HAP payment) that provide a specific percentage of units for Section 8 participants.
	Advises the PHA to make special concessions for people that are disabled when offering units in public housing. There should not be a hard rule on how many units are offered to a family. However, two offers of housing is reasonable.
	Recommends the PHA adopt \$0. for minimum rent and recheck income every 3 months.
Donald Mitchell Public Housing Resident	Advised the RAB that money was recently authorized to upgrade computer system for the PHA as well as funds to add additional staff. This should help with expediting applications. Mr. Mitchell advised the RAB that the PHA is involved in other programs such as Safe House.
	Who the PHA assists first on the waiting list is a difficult question. There are over 80 years of laws in this country that protect veterans. Anytime a public agency makes rules that may affect veterans they need to precede with caution.
	Encourages the PHA to develop an incentive program to landlords that would expand security deposit guarantees.
Kathryn Mitchell Public Housing Resident	Advises the PHA to consider a point system for the wait list providing the different categories with a point. The more points, the more priority given on the wait list.
Martha Renteria Public Housing Resident Manager	Advises the PHA and the RAB to think over opinion before putting out a suggestion because every action has a reaction. No matter what decision is made by the PHA, some people are going to be hurt.
Margaret Smith (Daughter of Grace F. Cook) Public Housing Resident	Although elderly mother is capable of taking care of her personal needs, she needs assistance completing her paperwork. Due to confusion in paperwork completion, her mother did not receive the full benefit of medical deductions. Simplify forms for elderly and disabled.
	Advises the PHA to pursue acquisition of properties that are "repos" offered by the state for relatively low prices.
	Advises the PHA that she is willing to go to Duncan Hunter s office to see what can be done legislatively for housing authorities to own properties for the long term to ensure housing will remain affordable.
	Advises the PHA to pursue providing tax incentives to landlords to participate in the program. The PHA should offer this only to landlords that are in good standing after landlord has participated for at least one year.
	Advises the PHA to consider changing the name of the Section 8 Program to eliminate any stigma. Recommend the Housing Authority's paperwork to be as simple as the private sector to encourage participation.
	Advises the PHA to continue to cultivate education sessions with San Diego County

**2001 RESIDENT ADVISORY BOARD  
SUMMARY OF COMMENTS**

RESIDENT	COMMENT
	Apartment Association.
	Recommends to the PHA that they adopt a two offer system for PH. When a person turns down a unit once, offer them a second opportunity then place them at bottom of list.
Aurea S. Villanueva Public Housing Resident	Agrees that PHA needs to continue screening for criminal history, rental history, and house keeping, this would provide a higher standard for residents.
	Urges the PHA to provide the highest priority to terminally ill applicants and then to families with children. Veterans should have the last priority because not all veterans are disabled.

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

- Considered comments but determined that no significant changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments  
List changes below:  
Wait list preferences were categorized as advised by the Resident Advisory Board
- Other: (list below)

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

- 1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
- 2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

- 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: The County of San Diego Consortium for the Unincorporated Area, and the cities of Coronado, Del Mar, Encinitas, Imperial Beach, La Mesa, Lemon Grove, Poway, Santee, San Marcos, Solana Beach, and Vista.

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

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan(s).
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (List Below)
  1. Apply for additional Section 8 units should they become available
  2. Leverage affordable housing resources in the community through the creation of mixed - finance housing.
  3. Pursue housing resources other than public housing or Section 8 tenant - based assistance.
  4. Adopt rent policies to support and encourage work.
  5. Apply for special - purpose vouchers targeted to the elderly, should they become available.
  6. Affirmatively market to local non-profit agencies that assist families with disabilities.
  7. Counsel Section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units.
  8. Market the Section 8 program to owners outside of areas of poverty/minority concentrations.
- Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments:

It is the general policy of the County of San Diego Consolidated Consortium to assist extremely low-income groups in their affordable housing needs as a first priority. The Consortium's Plan supports the PHA Plan by pursuing the creation of housing opportunities that maintain affordability for the longest possible time period. With the exception of the City of Encinitas, the Housing Authority of the County of San Diego operates the Section 8 Program for all participating cities of the Consolidated Plan Consortium. The Section 8 program operated is the most comprehensive rental assistance program available in the jurisdiction.

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

1. Consolidated Plan jurisdiction: The City of Chula Vista, CA.
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
  - The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
  - The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
  - The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (List below)
    1. Employ effective maintenance and management polices to minimize the number of public housing units off - line.
    2. Reduce turnover time for vacated public housing units.
    3. Reduce time to renovate public housing units.
    4. Maintain or increase Section 8 lease - up rates by establishing payment standards that will enable families to rent throughout the jurisdiction.
    5. Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required.
    6. Maintain or increase Section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration.
    7. Maintain or increase Section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
    8. Participate in the Consolidated Plan development process to ensure coordination with broader community strategies.
    9. Apply for additional Section 8 units should they become available
    10. Leverage affordable housing resources in the community through the creation of mixed - finance housing.
    11. Pursue housing resources other than public housing or Section 8 tenant - based assistance.
    12. Adopt rent policies to support and encourage work.

13. Apply for special - purposes vouchers targeted to the elderly, should they become available
14. Affirmatively market to local non - profit agencies that assist families with disabilities
15. Counsel Section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units.
16. Market the Section 8 program to owners outside of areas of poverty/minority concentrations.

Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments:

The Housing Authority of the County of San Diego owns and operates the Public Housing units located in the City of Chula Vista. In addition, the County of San Diego Housing Authority administers the Section 8 Rental Assistance Program in the Consolidated Plan jurisdiction. The Consolidated Plan for the City of Chula Vista supports the activities outlined in the PHA Plan by assigning a high priority to low and moderate- income households. In addition, high priority is given to persons with disabilities; elderly and special need populations.

The City of Chula Vista along with the Housing Authority of the County of San Diego is currently conducting a pilot mobile home rental subsidy program. This pilot program eliminates the need to involve the park owners. Income qualified tenants participating in the program can receive direct subsidies from HUD to cover the difference between the space rent and 30% of their net household income. This HUD approved pilot program will continue through October 1, 2001, at which time it will be evaluated for nationwide implementation.

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

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

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (List below)

1. Maintain or increase Section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction.

2. Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required.
3. Maintain or increase Section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
4. Maintain or increase Section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
5. Apply for additional Section 8 units should they become available
6. Adopt rent policies to support and encourage work
7. Apply for special-purpose vouchers targeted to the elderly, should they become available
8. Apply for special-purpose targeted to families with disabilities, should they become available.
9. Affirmatively market to local non-profit agencies that assist families with disabilities.

Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments:

The Consolidated Plan for the City of Escondido supports the PHA by assigning a priority need to the expansion of the supply of affordable permanent housing for renter households for households at or below 50% of area median income. Elderly renter households have also been designated a high priority for assistance along with large families. The Housing Authority of the County of San Diego operates the Section 8 Rental Assistance Program for the City of Escondido.

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

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

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (List below)
  1. Maintain or increase Section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction.
  2. Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required.
  3. Maintain or increase Section 8 lease-up rates by marketing the program to

owners, particularly those outside of areas of minority and poverty concentration.

4. Maintain or increase Section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program.
5. Apply for additional section units should they become available.
6. Leverage affordable housing resources in the community through the creation of mixed - finance housing.
7. Adopt rent policies to support and encourage work
8. Apply for special-purpose vouchers targeted to the elderly, should they become available.
9. Apply for special-purpose vouchers targeted to families with disabilities, should they become available.
10. Affirmatively market to local non-profit agencies that assist families with disabilities.

Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments:

The Consolidated Plan for the City of El Cajon supports the PHA Plan by continuing its participation in the Section 8 Program administered by the Housing Authority of the County of San Diego. The City of El Cajon has committed in its Consolidated Plan to maintain or increase the current level of assistance to very low-income households. In addition, it has committed to pursue opportunities for additional Section 8 Rental Assistance through the competitive process by responding to Notices of Funding Availability as they are issued.

The City of El Cajon is actively involved in monitoring the status of HUD insured projects that are at risk of conversion to market rate developments.

The Consolidated Plan supports the PHA's efforts to provide landlord education throughout its jurisdiction.

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

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

### **19. Definition of "Substantial Deviation" and Significant Amendment or Modification" (903.7r):**

The Housing Authority of the County of San Diego has, in conjunction with the Resident Advisory Board developed the following definitions, as required by 903.7(r).

**"Substantial Deviation"** from the Agency's Five-Year Plan will include:

"Any change to the Agency's Mission Statement."

"Any change to a goal or objective that is included in the PHA Five-Year Plan that would have a substantive effect on the public housing residents or Section 8 participants. An example would be a decision by the PHA to not apply for additional Section 8 vouchers even though the Five-Year Plan includes an objective calling for such application to expand the supply of affordable housing."

**"Significant Amendment or Modification"** to the Agency's Five-Year or Annual Plan is defined as follows:

"Changes to local discretionary rent or admissions policies;"

"Changes to the organization of the waiting list;"

"Changes to the resident selection criteria;"

"Changes to the Grievance or Informal Hearing Procedures;"

NOTE: Any regulatory changes will be made to any PHA policies or procedures as a matter of ongoing administration and will not be considered to constitute a significant amendment or modification for the purposes of the PHA Agency Plan.

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

## **PHA Plan Table Library**

<b>Housing Authority of the County of San Diego Governing Board</b>		
<b>Board of Supervisors</b>	<b>Term of Office</b>	<b>Elected or Appointed</b>
Bill Horn, Chairman District 5	January 4, 1999 January 6, 2003	Public Election
Ron Roberts, Vice Chair District 4	January 4, 1999 January 6, 2003	“
Greg Cox District 1	January 9, 2001 January 3, 2005	“
Dianne Jacob District 2	January 9, 2001 January 9, 2005	“
Pam Slater District 3	January 5, 2001 January	
<b>Resident Commissioner</b>	<b>Term of Office</b>	
Donald Mitchell	July 13, 1999 May 31, 2001	Appointed by Board of Supervisors

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

<b>PHA Name:</b> Housing Authority of the County of San Diego	<b>Grant Type and Number</b> Capital Fund Program Grant No: CA16P-108-901-97 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 1997
--	---	-------------------------------------

Original Annual Statement 
  Reserve for Disasters/ Emergencies 
  Revised Annual Statement (revision no: ) 
  Performance and Evaluation Report for Period Ending:12/31 
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	79,819	79,818	79,818	79,818
	Management Improvements Hard Costs				
4	1410 Administration	61,271	33,259	33,259	33,259
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	272,156	358,278	358,278	358,125
10	1460 Dwelling Structures	99,099	105,302	105,302	105,302
11	1465.1 Dwelling Equipment—Nonexpendable	143,645	67,398	67,398	67,398
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	17,993	29,928	29,928	29,928
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	673,983	673,983	673,983	673,830
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security—Soft Costs				
	Amount of Line XX related to Security- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

**Annual Statement/Performance and Evaluation Report  
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
 Part II: Supporting Pages**

PHA Name: <b>Housing Authority of the County of San Diego</b>		Grant Type and Number Capital Fund Program Grant No: CA16P-108-901-97 Replacement Housing Factor Grant No:				Federal FY of Grant: 1997		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost		Status of Work
001, 002, 003, 004	Restructure existing parking to meet 504 standards		1450		38,081		38,081	
001, 002, 003, 004	Modernize laundry rooms to meet 504 standards		1450		3,000		3,000	
001	Replumb all units to upgrade from quest pipe and repair drywall damage caused by replumb/contract		1450		123,950		123,950	
002	Upgrade electric with installation of GFI receipts.		1450		4,200		4,200	
001, 002, 003, 004	Install smoke and carbon monoxide detector		1450		24,860		24,860	
002	Install proper size bathroom fans		1450		4,000		4,000	
001, 002	Remove solar hot water system upgrade to 50 gallon water heater		1450		8,600		8,600	
001	Ground electrical		1450		1,200		1,200	
001, 002	Carpet and vinyl		1450		79,437		79,437	
001, 002	Interior paint		1450		45,569		45,416	
001, 002, 005	Install security gates and doors		1450		25,381		25,381	
001, 002	Reroof with 30 yr. Fiberglass 3tap shingles		1460		105,302		105,302	

**Annual Statement/Performance and Evaluation Report  
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
 Part II: Supporting Pages**

PHA Name: <b>Housing Authority of the County of San Diego</b>		Grant Type and Number Capital Fund Program Grant No: CA16P-108-901-97 Replacement Housing Factor Grant No:				Federal FY of Grant: 1997		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost		Status of Work
001, 002, 003, 004	Modernize handicapped alarm system to meet 504 minimum/ contract		1465.1		43,652		43,652	
001, 002	Handicap signage		1465.1		3,000		3,000	
001, 003, 004	Upgrade door hardware		1465.1		7,259		7,259	
002	Modernize elevator to meet 504 regulations		1465.1		6,404		6,404	
002	Meeting room audio station for hearing impaired		1465.1		5,968		5,968	
002	Lower level panic hardware		1465.1		515		515	
001, 003, 004	Rap waste lines and install lever style faucets in HC units		1465.1		600		600	
001, 005	Modernize lot		1475		29,928		29,928	
001, 002, 003, 004	Management		1408		79,818		79,818	
001, 002, 003, 004	Administration		1410		33,259		33,259	

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

PHA Name: Housing Authority of County of San Diego		Grant Type and Number Capital Fund Program No: CA16P-108-901-97 Replacement Housing Factor No:				Federal FY of Grant: 1997	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date) 12/31/00			All Funds Expended (Quarter Ending Date) 12/31/00			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
CA 16 108	3/31/99			9/30/00			
001	3/31/99			9/30/00			
002	3/31/99			9/30/00			
003, 004	3/31/99			9/30/00			
005	3/31/99			9/30/00			
HA Wide Management	3/31/99			9/30/00			

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

<b>PHA Name:</b> Housing Authority of the County of San Diego	<b>Grant Type and Number</b> Capital Fund Program Grant No: CA16P-108-902-98 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 1998
--	---	-------------------------------------

Original Annual Statement  
 Reserve for Disasters/ Emergencies  
 Revised Annual Statement (revision no:    )  
 Performance and Evaluation Report for Period Ending: 12/31  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration	8,800	4,105	4,105	3,160
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	94,050	98,745	98,745	98,130
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	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	102,850	102,850	102,850	101,290
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security—Soft Costs				
	Amount of Line XX related to Security- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				





# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

<b>PHA Name:</b> <b>Housing Authority of the County of San Diego</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: CA16P-108-903-99 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 1999
---	---	-------------------------------------

Original Annual Statement  
  Reserve for Disasters/ Emergencies  
  Revised Annual Statement (revision no:    )  
  Performance and Evaluation Report for Period Ending: 12/31  
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	12,398		12,398	11,310
	Management Improvements Hard Costs				
4	1410 Administration	12,398		12,398	1,314
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	101,480		101,480	1,927
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	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	126,276		126,276	14,551
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security—Soft Costs				
	Amount of Line XX related to Security- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: <b>Housing Authority of the County of San Diego</b>		Grant Type and Number Capital Fund Program Grant No: CA16P-108-903-99 Replacement Housing Factor Grant No:				Federal FY of Grant: 1999		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost		Status of Work
001	Replace Damaged Concrete and add to Patio Areas		1450		20,000	380		
001	Replace and Redesign Rain Gutters and Down Spouts		1450		8,760	167		
001	Replace Wood Fencing and Gates		1450		18,830	358		
002	Concrete Repair and Replacement		1450		30,440	578		
002	Replace Rain Gutters		1450		10,150	193		
004	Replace and Redesign Rain Gutters		1450		10,300	196		
004	Hand Rail		1450		3,000	57		
001, 002, 004	Administration		1410		12,398	1,314		
001, 002, 004	Management Improvements		1408		12,398	11,310		

**Annual Statement/Performance and Evaluation Report  
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)  
 Part III: Implementation Schedule**

PHA Name: <b>Housing Authority of the County of San Diego</b>		Grant Type and Number Capital Fund Program No: CA16P-108-903-99 Replacement Housing Factor No:				Federal FY of Grant: 1999	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date) 12/31/00			All Funds Expended (Quarter Ending Date) 12/31/00			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
CA 16 108							
001	3/31/01			9/30/02			
002	3/31/01			9/30/02			
004	3/31/01			9/30/02			

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

<b>PHA Name:</b> HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO	<b>Grant Type and Number</b> Capital Fund Program Grant No: CA16P108501-00 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> <b>2000</b>
--	---	--

Original Annual Statement  Reserve for Disasters/Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 12/31  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	\$ 32,511			
	Management Improvements Hard Costs				
4	1410 Administration	20,899			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	155,583			
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	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	\$ 208,993			

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO		Grant Type and Number Capital Fund Program Grant No: CA16P108501-00 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost		Status of Work Pending
HA-Wide	Admin				20,899			
HA-Wide	Management Improvements (Maintenance Study) (Computer Software) (Staff Training)				32,511			
CA16P108001	Stucco Damage				1,820			
	Water heater straps				980			
	Appliances				3,570			
	Power wash parking lot				1,417			
	Stair railing repair				2,010			
CA16P108002	Patio deck repair				11,564			
	Termite damage				9,800			
	Fire Sprinkler system				92,940			
CA16P108004	Security lighting				2,520			
	Repair security gate				1,330			



**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

PHA Name: <b>HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO</b>		Grant Type and Number Capital Fund Program No: CA16P108501-00 Replacement Housing Factor No:				Federal FY of Grant: 2000	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	3/31/02			9/30/03			
CA16P108001	3/31/02			9/30/03			
CA16P108002	3/31/02			9/30/03			
CA16P108004	3/31/02			9/30/03			
CA16P108005	3/31/02			9/30/03			

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

<b>PHA Name:</b> HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO	<b>Grant Type and Number</b> Capital Fund Program Grant No: CA16P108501-01 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> <b>2001</b>
--	---	--

Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 12/31  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	\$ 11,609			
	Management Improvements Hard Costs				
4	1410 Administration	11,608			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	92,957			
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	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	\$ 116,174			

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO		Grant Type and Number Capital Fund Program Grant No: CA16P108501-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost		Status of Work Pending
HA-Wide	Admin		1410		11,608			
HA-Wide	Management Improvements		1408		11,609			
CA16P108001	Construct Community Room		1450		83,307			
	Fire sprinkler system		1450		9,650			



## **HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO ADMISSIONS POLICY FOR DE-CONCENTRATION**

The PHA's plan is designed to provide for de-concentration of poverty and income-mixing by bringing higher income tenants into lower income projects and lower income tenants into higher income projects.

Gross annual income is used for income limits at admission and for incomemixing purposes.

Skipping of a family on the waiting list specifically to reach another family with a lower or higher income is not to be considered an adverse action to the family. Such skipping will be uniformly applied until the target threshold is met.

The PHA will gather data and analyze, at least annually, the tenant characteristics of its public housing stock, including information regarding tenant incomes, to assist in the PHA's de-concentration efforts.

The PHA will use the gathered tenant incomes information in its assessment of its public housing developments to determine the appropriate designation to be assigned to the project for the purpose of assisting the PHA in its de-concentration goals.

If the PHA's annual review of tenant incomes indicates that there has been a change in the tenant income characteristics of a particular project, the PHA will evaluate the changes to determine whether, based on the PHA methodology of choice, the project needs to be re-designated as a higher or lower income project.

### **De-concentration and Income-Mixing Goals**

The PHA's de-concentration and income-mixing goal, in conjunction with the requirement to target at least 40 percent of new admissions to public housing in each fiscal year to "extremely low-income families", will be to admit higher income families to lower income developments, and lower income families to higher income developments.

If a unit becomes available at a lower income development, and there is no higher income family on the waiting list or no higher income family accepts the offer, then the unit will be offered to the next family regardless of income.

If a unit becomes available at a higher income development, and there is no lower income family on the waiting list or no lower income family accepts the offer, then the unit will be offered to the next family regardless of income.

### **Project Designation Methodology**

The PHA will determine and compare tenant incomes at all general occupancy developments.

Upon analyzing its findings the PHA will apply the policies, measures and incentives listed herein to bring higher income families into lower income developments and lower income families into higher income developments.

The PHA's goal is to have eligible families having higher incomes occupy dwelling units in projects predominantly occupied by eligible families having lower incomes, and eligible families having lower incomes occupy dwelling units in projects predominantly occupied by eligible families having higher incomes.

Skipping of families for de-concentration purposes will be applied uniformly to all families.

When a unit becomes available at a lower income development, the unit will be offered to a higher income family. When a unit becomes available at a higher income development, the unit will be offered to a lower income family.

### **De-concentration Methodology**

The PHA will admit lower income families to higher income developments and admit higher income families to lower income developments using the following steps:

**Step 1:** The PHA will annually determine the average income of all families residing in all of its general occupancy (family) developments (including families residing in developments approved for demolition or conversion to tenant-based assistance and families residing in public housing units in mixed-finance developments).

**Step 2:** The PHA will annually determine the average income of all families residing in each building of each general occupancy development.

**Step 3:** The PHA will annually characterize each building of each general occupancy development as higher income or lower income based on whether the average income in the building is above or below the overall average.

**Step 4:** The PHA will determine which families on the waiting list have incomes higher than the PHA-wide average and designate these families "higher income families," and which have incomes lower than the PHA-wide average and designate these families "lower income families."

**Step 5:** When a unit becomes available in a higher income building, the PHA shall skip families on the waiting list if necessary to reach a lower income family to whom it will offer the unit. When a unit becomes available in a lower income building, the PHA shall skip families on the waiting list if necessary to reach a higher income family to whom it will offer the unit.

If the waiting list does not contain a family in the income category to whom the unit is to be offered, the PHA shall offer the unit to a family in the other income category.

### **Definition of Building for Purposes of De-concentration**

For purposes of de-concentration, a "building" is one or more contiguous structures containing at least 8 public housing units.

For scattered site and small developments, if a development contains no structures that qualify as a building, the de-concentration requirement is applied to the entire development as if the development were a building.

For mixed-finance developments and units newly added to the PHA's public housing stock, the de-concentration requirement is:

For the initial lease-up of vacant public housing units, the average income for the public housing units in each building must not exceed the PHA's average overall income.

After the initial lease-up, the leasing of public housing units is covered by the de-concentration steps listed above.

If the PHA has provided the family that resided in public housing on the site of a mixed-finance or other development the right to return to that development after revitalization, the de-concentration policy does not preclude fulfilling that commitment.

A family has the sole discretion whether to accept an offer of a unit made under the de-concentration policy.

The PHA will not take any adverse action toward any eligible family for choosing not to accept an offer of a unit.

The PHA will uniformly limit the number of offers received by applicants, described in this chapter.

Nothing in the de-concentration plan relieves the PHA of the obligation to meet the income targeting requirements

### **PHA Incentives for Higher Income Families**

The PHA will offer certain incentives to higher income families willing to move into lower income projects. The PHA will not take any adverse action against any higher income family declining an offer by the PHA to move into a lower income project.

In addition to maintaining its public housing stock in a manner that is safe, clean, well landscaped and attractive, the PHA will offer the following incentives for higher income families moving into lower income projects:

PHA will waive the security deposit.

PHA will pay for the installation of cable television.

PHA will pay for the installation of telephone service.

PHA will pay for utilities hookup.

PHA will approve a transfer request to another site of the family's preference after two years of occupancy, such transfers will be based on date order of similar requests received.

**PROMOTION OF INTEGRATION**

Beyond the basic requirement of nondiscrimination, the PHA will affirmatively further fair housing to reduce racial and national origin concentrations.

The PHA will not require any specific income or racial quotas for any development or developments.

A PHA will not assign persons to a particular section of a community or to a development or building based on race, color, religion, sex, disability, familial status or national origin for purposes of segregating populations.

**HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO  
PUBLIC HOUSING DECONCENTRATION ANALYSIS**

Public Housing Developments in the PHA jurisdiction:

Melrose Manor	Covered Development
Dorothy St. Manor	Covered Development
L Street Manor	Covered Development
Towncenter Manor	Not Covered

Step 1 – The Housing Authority of the County of San Diego has determined the average income for *all* families residing in *all* the PHA's covered developments.

$$\$53,342 / 3 = \$17,781$$

Step 2 – The Housing Authority has determined the average income of all families residing in *each* of the PHA's covered developments excluding manager's apartments.

Average Income of all covered developments

*Melrose Manor	$\$329,337 / 23 =$	$\$14,319.$
Dorothy St. Manor	$404,473 / 21 =$	$19,261.$
L. Street Manor	$296,430 / 15 =$	$19,762.$
		$\$53,342. \text{ Total}$

Step 3 – The Housing Authority has determined its Established Income Range as 85 % to 115% (inclusive of 85% and 115%) of the PHA wide average income for covered developments as listed in Step 1 as:

85%	-	\$15,114.
115%	-	20,448.

Step 4 – The PHA has determined that one development falls outside the Established Income Range for the PHA by a small percentage. The covered development is a 24unit scattered site complex which size, location and configuration explain the small variance from the established income range.

Step 5 – Although the PHA’s initial analysis reveals a small variance, the PHA has outlined in its De-concentration Policy specific incentives it will make available to ensure deconcentration.

**RESIDENT ADVISORY BOARD  
MEMBERSHIP ROSTER  
JANUARY, 2001**

Elizabeth Aparicio  
1678 Melrose Ave., #13  
Chula Vista, CA 91911  
Resident Manager

Ivan & Doris Harris  
434 F St. #114  
Chula Vista, CA 91910  
Public Housing Resident

Martinella Barros  
584-F L St.  
Chula Vista, CA 91911  
Resident Manager

Randy Judickis  
9725 Channel Rd. F-37  
Lakeside, CA. 92040  
Section 8 Participant

Teresa Burow  
1670 Melrose Ave., #22  
Chula Vista, CA 91911  
Public Housing Resident

Donald L. & Kathryn Mitchell  
434 F St. #L111  
Chula Vista, CA 91910  
Public Housing Resident

Sandra Calhoun  
3601 Hilltop Dr., Apt. F-3  
San Diego, CA  
Section 8 Participant

Maria Orozco  
788-A Dorothy St.  
Chula Vista, CA 91911  
Public Housing Resident

Richard Close  
5353 Baltimore Dr., #3  
La Mesa, Ca 91942  
Section 8 Participant

Margarita Osuna  
586-A L St.  
Chula Vista, CA 91911  
Public Housing Resident

Grace E. Cook  
434 F St. #302  
Chula Vista, CA 91910  
Public Housing Resident

Martha Renteria  
778-A Dorothy St.  
Chula Vista, CA 91911  
Resident Manager

Norma Guillen  
280 W. Park Ave. A  
El Cajon, CA  
Section 8 Participant

Pamela Underwood  
434 F St. #305  
Chula Vista, CA 91910  
Public Housing Resident

Maria Gomez  
792-B Dorothy St.  
Chula Vista, CA 91911  
Public Housing Resident

Aurea S. Villanueva  
434 F St. #L110  
Chula Vista, CA 91910  
Public Housing Resident



# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name <b>HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO</b>		MELROSE MANOR CA16P108001				<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 10/1/02 PHA FY: 7/1/02		Work Statement for Year 3 FFY Grant: 10/1/03 PHA FY: 7/1/03		Work Statement for Year 4 FFY Grant: 10/1/04 PHA FY: 7/1/04		Work Statement for Year 5 FFY Grant: 10/1/05 PHA FY: 7/1/05	
	Annual Statement		<u>Acct.</u>		<u>Acct.</u>		<u>Acct.</u>		<u>Acct.</u>
CA16P-108001		\$ 11,232	(1450)	\$ 5,000	(1450)	\$ 32,396	(1450)	\$ 34,037	(1450)
		520	(1450)	1,352	(1450)	10,799	(1450)	84,230	(1450)
		520	(1450)			13,566	(1450)	7,604	(1450)
		2,912	(1450)			360	(1450)	2,340	(1450)
						562	(1450)	1,170	(1450)
						562	(1450)		
HA-Wide		3,037	(1408-1410)	1,270	(1408-1410)	11,649	(1408-1410)	25,896	(1408-1410)
Total CFP Funds (Est.)		\$ 18,221		\$ 7,622		\$ 69,894		\$ 155,277	
Total Replacement Housing Factor Funds									

\*Additional items added from original Agency Plan submittal.

**Capital Fund Program Five-Year Action Plan**  
**Part II: Supporting Pagesó Work Activities**

Activities for Year 1	Activities for Year : <u>02</u> FFY Grant: 10/1/02 PHA FY: 7/1/02			Activities for Year: <u>03</u> FFY Grant: 10/1/03 PHA FY: 7/1/03		
See Annual Plan	Dev #	Work Item	Est. Cost	Dev. #	Work Item	Est. Cost
	001	Appliances/Stoves	11,232	001	Signage	5,000
	001	Screens	520	001	Water Heater- Laundry	1,352
	001	Window Coverings	520			
	001	Paint - Wood Fence	2,912			

**Capital Fund Program Five-Year Action Plan**  
**Part II: Supporting Pagesó Work Activities**

Activities for Year 1	Activities for Year : <u>04</u> FFY Grant: 10/1/04 PHA FY: 7/1/04			Activities for Year: <u>05</u> FFY Grant: 10/1/05 PHA FY: 7/1/05		
See Annual Plan	Dev #	Work Item	Est. Cost	Dev. #	Work Item	Est. Cost
	001	Carpet	32,396	001	Parking/Replace Asphalt	34,037
	001	Vinyl	10,799	001	Furnace	84,230
	001	Interior Paint	13,566	001	Playset/Soft Tile	7,604
	001	Replace Plants	360	001	Flatwork	2,340
	001	Screens	562	001	Windows - Exterior	1,170
	001	Window coverings	562			

# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO		TOWNCENTRE MANOR CA16P108002				<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: 10/1/02 PHA FY: 7/1/02		Work Statement for Year 3 FFY Grant: 10/1/03 PHA FY: 7/1/03		Work Statement for Year 4 FFY Grant: 10/1/04 PHA FY: 7/1/04		Work Statement for Year 5 FFY Grant: 10/1/05 PHA FY: 7/1/05	
	Annual Statement		<u>Acct.</u>		<u>Acct.</u>		<u>Acct.</u>		<u>Acct.</u>
CA16P-108002		\$ 998	(1450)	\$ 5,000	(1450)	\$ 1,080	(1450)	\$ 10,108	(1450)
		520	(1450)	9,734	(1450)	22,869	(1450)	2,281	(1450)
		437	(1450)	7,788	(1450)	900	(1450)	1,170	(1450)
		749	(1450)	779	(1450)	562	(1450)	2,340	(1450)
				28,122	(1450)	472	(1450)	2,340	(1450)
				649	(1450)	810	(1450)	2,340	(1450)
						1,687	(1450)	1,755	(1450)
								7,604	(1450)
								819	(1450)
								19,303	(1450)
		541	(1408-1410)	10,414	(1408-1410)	5,676	(1408-1410)	10,012	(1408-1410)
Total CFP Funds (Est.)		\$ 3,245		\$ 62,486		\$ 34,056		\$ 60,072	
Total Replacement Housing Factor Funds									

**Capital Fund Program Five-Year Action Plan**  
**Part II: Supporting Pagesó Work Activities**

Activities for Year 1	Activities for Year : <u>02</u> FFY Grant: 10/1/02 PHA FY: 7/1/02			Activities for Year: <u>03</u> FFY Grant: 10/1/03 PHA FY: 7/1/03		
See Annual Plan	Dev #	Work Item	Est. Cost	Dev. #	Work Item	Est. Cost
	002	Door – Ext. Sliding Screen	998	002	Signage	5,000
	002	Window Covering	520	002	Door-Patio Glass	9,734
	002	Elev. Maintenance	437	002	Bath- Ex. Fan	7,788
	002	HVAC Maintenance	749	002	Trash Chute	779
				002	Elev. Door Equipment	28,122
				002	Sump Pump	649

**Capital Fund Program Five-Year Action Plan**  
**Part II: Supporting Pagesó Work Activities**

Activities for Year 1	Activities for Year : <u>04</u> FFY Grant: 10/1/04 PHA FY: 7/1/04			Activities for Year: <u>05</u> FFY Grant: 10/1/05 PHA FY: 7/1/05		
See Annual Plan	Dev #	Work Item	Est. Cost	Dev. #	Work Item	Est. Cost
	002	Door Ext. Patio Screen	1,080	002	Flooring – Units	10,108
	002	Paint- Stucco – Ext.	22,869	002	Flooring – Com. Kit.	2,281
	002	Replace Plants	900	002	Screens	1,170
	002	Window Coverings	562	002	Flatwork	2,340
	002	Elev. Maintenance	472	002	Ext. Windows	2,340
	002	HVAC Maintenance	810	002	Landscape/Timer Clocks	2,340
	002	Solar Panels	1,687	002	Paint Int. Units.	19,303
				002	Air Handles	1,755
				002	Elev. Button Sign	7,604
				002	Sump Pump	819

# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name <b>HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO</b>		DOROTHY STREET MANOR CA16P108004				<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 10/1/02 PHA FY: 7/1/02		Work Statement for Year 3 FFY Grant: 10/1/03 PHA FY: 7/1/03		Work Statement for Year 4 FFY Grant: 10/1/04 PHA FY: 7/1/04		Work Statement for Year 5 FFY Grant: 10/1/05 PHA FY: 7/1/05	
	Annual Statement		<u>Acct.</u>		<u>Acct.</u>		<u>Acct.</u>		<u>Acct.</u>
CA16P-108004		\$ 5,000	(1450)	\$ 77,660	(1450)	\$ 33,000	(1450)	\$ 24,450	(1450)
		87,940	(1450)	5,000	(1450)	1,562	(1450)	60,944	(1450)
		3,952	(1450)			1,265	(1450)	37,576	(1450)
		2,947	(1450)			844	(1450)	2,340	(1450)
		1,170	(1450)					2,340	(1450)
		780	(1450)					32,196	(1450)
		20,358	(1408-1410)	16,532	(1408-1410)	7,334	(1408-1410_	31,969	(1408-1410)
Total CFP Funds (Est.)		\$ 122,147		\$ 99,192		\$ 44,005		\$ 191,815	
Total Replacement Housing Factor Funds									

**Capital Fund Program Five-Year Action Plan**  
**Part II: Supporting Pagesó Work Activities**

Activities for Year 1	Activities for Year : <u>02</u> FFY Grant: 10/1/02 PHA FY: 7/1/02			Activities for Year: <u>03</u> FFY Grant: 10/1/03 PHA FY: 7/1/03		
See Annual Plan	Dev #	Work Item	Est. Cost	Dev. #	Work Item	Est. Cost
	004	Architectural Study	5,000	004	Tile Entry/Carpet	77,660
	004	Fire Sprinkler System	87,940	004	Signage	5,000
	004	Washing Machines	3,952			
	004	Closet Doors	2,974			
	004	Screens	1,170			
	004	Window Covering	780			

**Capital Fund Program Five-Year Action Plan**  
**Part II: Supporting Pagesó Work Activities**

Activities for Year 1	Activities for Year : <u>04</u> FFY Grant: 10/1/04 PHA FY: 7/1/04			Activities for Year: <u>05</u> FFY Grant: 10/1/05 PHA FY: 7/1/05		
See Annual Plan	Dev #	Work Item	Est. Cost	Dev. #	Work Item	Est. Cost
	004	Appliances	33,000	004	Refrigerators	24,450
	004	Replace Plants	562	004	Parking Lot Asphalt	60,944
	004	Screens	1265	004	Flooring – Carpet	37,576
	004	Window Cov. Tracks	844	004	Landscape/Timer Clocks	2,340
				004	Flatwork	2,340
				004	Paint – Ext. Stucco	32,196

# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name <b>HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO</b>		L STREET MANOR CA16P1080015				<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA- Wide	Year 1	Work Statement for Year 2 FFY Grant: 10/1/02 PHA FY: 7/1/02		Work Statement for Year 3 FFY Grant: 10/1/03 PHA FY: 7/1/03		Work Statement for Year 4 FFY Grant: 10/1/04 PHA FY: 7/1/04		Work Statement for Year 5 FFY Grant: 10/1/05 PHA FY: 7/1/05	
	Annual Statement		<u>Acct.</u>		<u>Acct.</u>		<u>Acct.</u>		<u>Acct.</u>
CA16P-108005		\$ 520	(1450)	\$ 5,000	(1450)	\$ 56,480	(1450)	\$ 2,246	(1450)
		520	(1450)	20,767	(1450)	16,000	(1450)	1,755	(1450)
				4,088	(1450)	9,111	(1450)	1,170	(1450)
				1,622	(1450)	562	(1450)		
						562	(1450)		
						562	(1450)		
HA-Wide		208	(1408-1410)	6,295	(1408-1410)	16,655	(1408-1410)	1,034	(1408-1410)
Total CFP Funds (Est.)		\$ 1,248		\$ 37,772		\$ 99,932		\$ 6,205	
Total Replacement Housing Factor Funds									

**Capital Fund Program Five-Year Action Plan**  
**Part II: Supporting Pagesó Work Activities**

Activities for Year 1	Activities for Year : <u>02</u> FFY Grant: 10/1/02 PHA FY: 7/1/02			Activities for Year: <u>03</u> FFY Grant: 10/1/03 PHA FY: 7/1/03		
See Annual Plan	Dev #	Work Item	Est. Cost	Dev. #	Work Item	Est. Cost
	005	Maint – Screens	\$ 520	005	Signage	\$ 5,000
	005	Window Cov. Tracks	520	005	Flooring/Carpet	20,767
				005	Parking Lot – Stripe Seal	4,088
				005	Maint. – Drainage Sys.	1,622

**Capital Fund Program Five-Year Action Plan**  
**Part II: Supporting Pagesó Work Activities**

Activities for Year 1	Activities for Year : <u>04</u> FFY Grant: 10/1/04 PHA FY: 7/1/04			Activities for Year: <u>05</u> FFY Grant: 10/1/05 PHA FY: 7/1/05		
See Annual Plan	Dev #	Work Item	Est. Cost	Dev. #	Work Item	Est. Cost
	005	Tile Entry	\$ 56,480	005	Door Ext. – Slide Screen	\$ 2,246
	005	Appliances	16,000	005	Flatwork	1,755
	005	Paint Int.	9,111	005	Windows – Ext.	1,170
	005	Replace Plants – Maint.	562			
	005	Window Coverings	562			
	005	Screens	562			

## Public Housing Drug Elimination Program Plan

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

**Annual PHDEP Plan Table of Contents:**

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

**Section 1: General Information/History**

- A. Amount of PHDEP Grant \$ 25,000
- B. Eligibility type (Indicate with an *ixi*) N1 X N2 \_\_\_\_\_ R \_\_\_\_\_
- C. FFY in which funding is requested FY2001
- D. Executive Summary of Annual PHDEP Plan

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

The goal of the Housing Authority of the County of San Diego’s Public Housing Drug Elimination Program (PHDEP) program is to eliminate drug usage and crime activity in public housing by diverting public housing youth into recreational and sports activities. This goal will be obtained through a partnership with local non profit youth organizations such as the YMCA, Boys and Girls Club, and Greater San Diego Inner-City Games. In addition, \$500.00 educational scholarships will be provided to 10 residents each year with the goal of enabling them to attain economic self-sufficiency.

**E. Target Areas**

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

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
L Street Manor Apartments 584 L Street Chula Vista, CA. 91911	16 Units	83
Dorothy Street Manor Apartments 778 Dorothy Street Chula Vista, CA. 91911	22 Units	99
Melrose Manor Apartment 1678 Melrose Ave. Chula Vista, CA. 91911	24 Units	66

**F. Duration of Program**

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

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

**G. PHDEP Program History**

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

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	N/A				
FY 1996	N/A				
FY 1997	N/A				
FY 1998	N/A				
FY 1999 X	\$25,000	CA16DEP1080199	\$25,000	GE	12/31/2001
FY 2000 X	\$25,000	CA16DEP1080199	\$25,000	GE	12/31/2001

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

**A. PHDEP Plan Summary**

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

The Housing Authority of the County of San Diego’s goals and objectives of the PHDEP program are to reduce or eliminate illegal drug and criminal activities of public housing youth by enrolling them in recreational, cultural, sports, and other worthy programs in the community. Plan partners include local service providers such as the YMCA, the Boys and Girls Club, Greater Inner City Games, and Little League. In addition, educational scholarships will be distributed to residents to enable them to attain economic self-sufficiency.

This program will be monitored through a contract provider and nonprofit providers who will indicate the enrollment of public housing youth and the successful completion of programs. This program will be evaluated by comparing baseline local crime statistics with crime statistics every six months. In addition, residents will be surveyed every six months.

**B. PHDEP Budget Summary**

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

<b>FY 2000 PHDEP Budget Summary</b>	
<b>Budget Line Item</b>	<b>Total Funding</b>
9110 - Reimbursement of Law Enforcement	
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	\$18,000
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	\$ 7,000
<b>TOTAL PHDEP FUNDING</b>	<b>\$25,000</b>

**C. PHDEP Plan Goals and Activities**

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

<b>9160 - Drug Prevention</b>					<b>Total PHDEP Funding: \$18,000</b>		
Goal(s) Youth Services-Sports and Recreation	Provide all public housing youth, especially those whose age is between 16-18 with scheduled organized sports, cultural, educational, recreational, and other activities that educate and enable them to reject illegal drugs.						
Scholarship Program	Assist residents in completing college or vocational programs that will help them obtain jobs or obtain higher paying jobs and achieve economic self-sufficiency.						
Objectives	<ol style="list-style-type: none"> <li>1. To educate and enable public housing youth to reject illegal drugs.</li> <li>2. To reduce/eliminate drug-related activity in public housing developments.</li> <li>3. To assist in the development of public housing youth into responsible drug free adults.</li> <li>4. To foster inter-racial understanding and respect between youth.</li> <li>5. To provide scholarships for tuition, books, and related costs to residents pursuing education or job training goals.</li> </ol>						
Proposed Activities	# Of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Scholarships	10	Youth	01/2002	12/2002	\$5,000	0	Award of scholarships and enrollment in educational program of all awarded. Reevaluate

							need for further scholarships. Review physical security needs.
2. Recreation/Sports	50	Youth	01/2002	12/2002	\$13,000	0	Enrollment of minimum of 50 youth in sports or recreational activity representing 80% of families.

<b>9190 - Other Program Costs</b>						<b>Total PHDEP Funds: \$7,000.</b>	
Goal(s) N/A							
Objectives							
Proposed Activities	# Of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Program Administration			1/2002	12/2002	\$4,000	\$0	N/A
2. Program Evaluation			6/2002	12/2002	\$2,000	\$0	N/A
3. PHDEP Training			3/2002	3/2002	750	\$0	N/A
4. Awards Ceremony			9/2002	9/2002	250	\$0	N/A

**Section 3: Expenditure/Obligation Milestones**

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

Budget Line Item #	25% Expenditure Of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110				
9120				
9130				
9140				
9150				
9160 X	Activities 1,2	\$4,500	Activities 1,2	\$ 9,000
9170				
9180				
9190 X	Activities 1,2,3,4	\$1,750	Activities 1,2,3,4	\$ 3,500.
<b>TOTAL</b>		\$6,250		\$12,500

**Section 4: Certifications**

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