

ANNUAL PLAN

**HOUSING AUTHORITY OF KANSAS
CITY, MISSOURI**

**Annual PHA Plan
PHA Fiscal Year 2001**

[24 CFR Part 903.7]

i. 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

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

EXECUTIVE SUMMARY

The Housing Authority of Kansas City, Missouri is pleased to submit the following Annual Plan in compliance with the Quality Housing and Work Responsibility Act of 1998. HUD Final Rule Docket No. FR-4420-F-05 (the Final Rule) requires that a PHA Annual Plan include the 18 separate components listed on pages one and two of the annual plan template.

The following document is separated as the table of content states, into 18 sections, followed by a number of attachments, as required by the annual plan template. It is important to note that the Admissions and Continuing Occupancy Plan (ACOP) will be released under separate cover at the appropriate time.

A table of contents for the Annual Plan is on page one and two of the plan. Also on page two of the plan is a listing of relevant attachments for the Annual Plan. Attachment A is the Admissions Policy for Deconcentration; Attachment B is the FY 2000 Capital Fund Program Annual Statement and Five Year Action Plan; Attachment C is the most recent board-approved operating budget; Attachment D is the PHA Management Organizational Chart; Attachment E takes the place of the Resident Services Program template piece; Attachments F and G are public comments on the PHA Plan and the Authority's response to these comments; Attachment H is an Annual Property Management Review Guide; Attachment I is

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the required FY 2000 Drug Elimination Plan; and Attachment J is the required copy of a cooperative agreement made with TANF.

It is the purpose of the Annual Plan to demonstrate how HAKC will meet the requirements of the 18 components listed on pages one and two as well as begin to address HUD's four strategic goals as defined in the Final Rule in relation to the Five-Year Plan from the period January 1, 2001 to December 31, 2005.

iii. Annual Plan Table of Contents

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Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration **A** (mo002a01)
- FY 2001 Capital Fund Program Annual Statement **B** (mo002b01)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled **ONLY**) **C** (mo002c01)

Optional Attachments:

- PHA Management Organizational Chart **D** (mo002d01)
- FY 2000 Capital Fund Program 5-Year Action Plan **B** (mo002b01)
- Public Housing Drug Elimination Program (PHDEP) Plan **F** (mo002f01)
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) **K** (mo002k01)
- Other (List below, providing each attachment name)
 - Resident Services and Programs **E** (mo002e01)
 - Resident Membership of the Governing Board **G** (mo002g01)
 - Pet Policy Summary **H** (mo002h01)
 - Membership of the Resident Advisory Board **I** (mo002i01)
 - Community Services Description **J** (mo002j01)
 - Response to Resident Advisory Board Comments on Plan **K** (mo002k01)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	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
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	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
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program	Annual Plan: Homeownership

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<input type="checkbox"/> check here if included in the Section 8 Administrative Plan	
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	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
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	28,633	5	4	4	4	3	4
Income >30% but <=50% of AMI	21,362	4	4	3	3	3	3
Income >50% but <80% of AMI	33,582	4	4	3	3	3	2
Elderly	28,213	5	4	2	2	2	2
Families with Disabilities	1617	2	2	2	2	2	2
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

The statement of housing needs was based upon an analysis of the Comprehensive Housing Affordability Strategy (CHAS) dataset. The overall needs column reflects the housing needs of the renter families in the HAKC service area (see the housing needs table dated 1990-2002, Kansas City, MO for verification of consistency). In rating factors of affordability, supply, quality, accessibility, size and location from 1 to 5, all market factors in the CHAS report were analyzed (table 1C all household races). These factors included neighborhood quality, HAKC development quality and size, rent, income, waiting list profile, housing stock, homelessness and other federally assisted housing availability.

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

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

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

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List
--

Housing Needs of Families on the Waiting List			
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/subjurisdiction:			
As of 08/01/00	# of families	% of total families	Annual Turnover
Waiting list total	7948		905
Extremely low income <=30% AMI	7273	91.51	
Very low income (>30% but <=50% AMI)	675	8.49	
Low income (>50% but <80% AMI)	0	0	
Families with children			
Elderly families	245	3.08	
Families with Disabilities	1115	14.03	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

Housing Needs of Families on the Waiting List
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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
As of 08/01/00	# of families	% of total families	Annual Turnover
Waiting list total	5545		274
Extremely low income <=30% AMI	4380	79.00	
Very low income (>30% but <=50% AMI)	1053	19.00	
Low income (>50% but <80% AMI)	110	2.0	
Families with children			
Elderly families	102	2.0	
Families with Disabilities	469	8.0	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			

Housing Needs of Families on the Waiting List			
0BR	913	16.00	
1BR	1969	4.00	
2 BR	1722	31.00	
3 BR	777	14.00	
4 BR	136	2.00	
5 BR	23	0.04	
5+ BR	15	0.02	
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			

C. Strategy for Addressing Needs

The Housing Authority of Kansas City, Missouri will continue to address the housing needs of families in the upcoming year by continuing its purpose of establishing and maintaining high quality housing stock. We will continue to develop mixed income communities and completely rehabilitate developments as needed. The HAKC will strive to increase its Section 8 housing base by improving landlord-tenant relations and by performing market studies to promote public housing to working households. The HAKC chooses this strategy because we feel that these goals will provide the most responsive and quality contribution to the housing requirements of the people of Kansas City.

(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

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- 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.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
a) a) Public Housing Operating Fund	3,582,922.00	
b) Public Housing Capital Fund	0.00	
c) HOPE VI Revitalization		
HOPE VI Revitalization – ‘93	11,920,541.00	
HOPE VI Revitalization – ‘96	4,466,198.00	
HOPE VI Revitalization – ‘97	1,459,853.00	
TOTAL	21,959,776.00	
d) HOPE VI Demolition	0.00	
e) Annual Contributions for Section 8 Tenant-Based Assistance	20,272,922.00	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	321,113.00	
g) Resident Opportunity and Self-Sufficiency Grants	0.00	
h) Community Development Block Grant	0.00	
i) HOME	0.00	
Other Federal Grants (list below)		
Comprehensive Grant 708	2,999,386.00	Capital Improvements
2. Prior Year Federal Grants (unobligated funds only) (list below)		
6J PH Technical Assistance Grant	302,750.00	Housing Operations
Apprenticeship Demonstration Grant	798.00	Supportive Services
PH Drug Elimination Grant ‘97	0.00	Safety/ Security
PH Drug Elimination Grant ‘98	0.00	Safety/ Security
Resident Uplift/Economic Development Grant	123,462.00	Supportive Services
Economic Development & Support Services Grant	902.00	Supportive Services
Elderly Services	12,841.00	Supportive Services
Comprehensive Grant Program	1,389,059.00	Capital Improvements
Development Grant – Turnkey (31)	0.00	Capital Improvements
Development Grant – Turnkey (31) Pennway	0.00	Capital Improvements
Development Grant – Turnkey (35)	3,781,840.00	Capital Improvements

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Development Grant – Scattered Site (36)	5,049,985.00	Capital Improvements
3. Public Housing Dwelling Rental Income	1,480,860.00	Housing Operations
4. Other income (list below)		
Maintenance charges	115,000.00	Housing Operations
Section 8 Administrative Fees Earned	2,372,033.00	Section 8 Supportive Services
4. Non-federal sources (list below)	0.00	
Total resources	60,182,727.00	

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: 50-100
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

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

- Criminal or Drug-related activity

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- Rental history
- Housekeeping
- Other (describe) Debts owed to PHA

- 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) Site-based preferences

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

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

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

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

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

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

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

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

(3) Assignment

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

- One
- Two
- Three or More

b. Yes No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences

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1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

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

Other preferences: (select below)

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

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.

3 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability (until 40% of units are occupied by working households, then equal to former Federal preferences)
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

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

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

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

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

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

Employing new admission preferences at targeted developments
If selected, list targeted developments below: Scattered Site Units

Other (list policies and developments targeted below)
Local preferences for working families
Ceiling (flat) rents
Site-based preferences

d. Yes No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

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

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

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: All

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: Scattered Sites

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

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

- Criminal or drug-related activity only to the extent required by law or regulation
 Criminal and drug-related activity, more extensively than required by law or regulation
 More general screening than criminal and drug-related activity (list factors below)
 Other (list below)

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

HAKC's Department of Public Safety obtains criminal history information from local law enforcement agencies on all Section 8 and Public Housing applicants and submits to the Tenant Selection Department a monthly report indicating the number of applicants screened and the number rejected. The Tenant Selection Department maintains this information in compliance with the Todd Consent Decree.

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

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d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

Criminal or drug-related activity

Other (describe below) Name & telephone number of previous landlords

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

None

Federal public housing

Federal moderate rehabilitation

Federal project-based certificate program

Other federal or local program (list below)

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

PHA main administrative office

Other (list below) selected public housing developments & selected sites in non-impacted areas of the City.

(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: Delay in obtaining utilities; corrections of HQS deficiencies; difficulties in locating an acceptable unit; disability.

(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

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1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

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

Other preferences (select all that apply)

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

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

2 Date and Time

Former Federal preferences

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

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- 1 Homelessness
- 1 High rent burden

Other preferences (select all that apply)

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

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

- 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 (list below) Public meetings & through advocacy 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

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\$26-\$50

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

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

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: Flat rents based upon comparable rents for neighborhood areas where public housing units are located.

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

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

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

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

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

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

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

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

1.) A decrease in income.

- 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 (list/describe below)
MHDC Tax Credit Rents
HUD Annual Adjustment Factor

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)

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

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA’s management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	1176	322
Section 8 Vouchers	1312	120
Section 8 Certificates	3320	740
Section 8 Mod Rehab	210	67
Special Purpose Section 8 Certificates/Vouchers (list individually)	176	70
Public Housing Drug Elimination Program (PHDEP)	All units	N/A
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)
ACOP; HAKC Maintenance Policies & Procedures
- (2) Section 8 Management: (list below)
HAKC Maintenance Policies & Procedures

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
- PHA development management offices
- Other (list below) HAKC Family Learning & Development Center

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment B.

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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

-or-

The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

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

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

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

1. Development name: Guinotte Manor; Theron B. Watkins; Heritage House

2. Development (project) number: MO002-03; MO002-02; MO002-18

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 MO002-03; MO002-02; MO002-18

Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

Replacement Housing for Heritage House, MO002-18 now known as Cardinal Ridge.
Replacement Housing for scattered site units replacing 24 Theron B. Watkins units and 10 Heritage House units.

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

If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description	
1a. Development name:	Guinotte Manor Phase III
1b. Development (project) number:	2-96-00-12-06
2. Activity type:	Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	<u>September, 1997</u>
5. Number of units affected:	0

<p>6. Coverage of action (select one)</p> <p><input checked="" type="checkbox"/> Part of the development</p> <p><input type="checkbox"/> Total development</p>
<p>7. Timeline for activity:</p> <p>a. Actual or projected start date of activity: 1/01/01</p> <p>b. Projected end date of activity: 12/31/02</p>

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

[24 CFR Part 903.7 9 (i)]

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.)

1. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name: Pemberton Heights
1b. Development (project) number: MO002-25
2. Designation type:

Occupancy by only the elderly <input checked="" 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 checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(11/12/97)</u>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 120 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

Designation of Public Housing Activity Description
1a. Development name: Cardinal Ridge 1b. Development (project) number: MO002-18
2. Designation type: Occupancy by only the elderly <input checked="" 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 checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(06/01/99)</u>

<p>5. If approved, will this designation constitute a (select one)</p> <p><input type="checkbox"/> New Designation Plan</p> <p><input type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
<p>6. Number of units affected: 79</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input checked="" type="checkbox"/> Total development</p>

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.)

1. Activity Description

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

Conversion of Public Housing Activity Description
<p>1a. Development name:</p> <p>1b. Development (project) number:</p>
<p>2. What is the status of the required assessment?</p> <p><input type="checkbox"/> Assessment underway</p> <p><input type="checkbox"/> Assessment results submitted to HUD</p> <p><input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question)</p> <p><input type="checkbox"/> Other (explain below)</p>
<p>3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to</p>

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)]

A. Public Housing

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

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h)

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

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	
<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)	
3. Application status: (select one)	
<input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application	
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)	
5. Number of units affected:	
6. Coverage of action: (select one)	
<input type="checkbox"/> Part of the development <input type="checkbox"/> Total development	

B. Section 8 Tenant Based Assistance

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.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

Yes No: Has the PHA 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? 10/29/96

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)

See Attachment J

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) Income Targeting

b. Economic and Social self-sufficiency programs

- Yes No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>SEE ATTACHMENT E</i>				

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: 8/31/99)
Public Housing	0	225
Section 8	293	324

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

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

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- Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

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

Chouteau Courts; Wayne Miner; West Bluff
Elderly: Dunbar Gardens, Pemberton Heights, Brush Creek Towers

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) Participation in anti-crime organizations such as COMBAT

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

Riverview Gardens; Guinotte Manor; Theron B. Watkins; Wayne Miner; Chouteau Courts; Brush Creek; Pemberton Heights.

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)

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- 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)

Riverview Gardens; Guinotte Manor; Theron B. Watkins; Wayne Miner; Chouteau Courts; West Bluff.

D. Additional information as required by PHDEP/PHDEP Plan

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

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2001 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment I)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

- 1. Yes 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)]

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?

See Attachment H: Annual Property Management Review Guide

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?

Comments on the Annual and Five Year Plans were solicited from public housing and Section 8 residents. Public housing resident comments are attached. No comments were received from Section 8 residents.

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

Attached at Attachment F.

Provided below:

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

Considered comments, but determined that no changes to the PHA Plan were necessary.

The PHA changed portions of the PHA Plan in response to comments
List changes below: see Attachment G.

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

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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: Kansas City, Missouri
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)
- Other: (list below)

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

D. Other Information Required by HUD

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

“Substantial deviation” or “significant amendment or modification” to the Annual and/or Five-Year Plans will be defined as any change made to policies, programs or budget allocations within those plans that requires posting, public comment, review and approval.

Attachments

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

Resident Services Department Programs & Services

PROGRAM NAME AND DESCRIPTION	ESTIMATED SIZE	ALLOCATION METHOD	ACCESS LOCALE	ELIGIBILITY
<u>Family Self-Sufficiency (FSS) Program</u> : Provide assistance with development of individual self-sufficiency plan; coordinate the provision of services; establish escrow account.	Maximum HUD size requirement: 293 Sec. 8 families (Until 3/2001)	Open enrollment	PHA Office; Family Development & Learning Center (FDLC)	Section 8 Family
<u>Childcare & Family Home Daycare Trng.</u> : Intensive classroom training, in-service trng. In childcare setting; technical assistance in establishing home daycare business.	Up to 20 trainees over the next program year.	Open enrollment, with preference for FSS participants.	FDLC and LINC Office.	Public Housing and Section 8 residents.
<u>Section 3 Employment Assistance</u> : Outreach and recruitment of PH & Sec. 8 residents and other low-income residents for const. and other employment opportunities.	Undetermined; dependent on number of construction and other opportunities generated by expenditure of public funds by HAKC and other governments.	Open recruitment and enrollment.	FDLC, various developments, FEC Offices	PH, Sec. 8, & low-income residents

<u>Other Employment Assistance:</u> Work related assessment, job readiness classes, job development services, career counseling, skills training, placement and follow-up.	Cumulative estimate, inclusive of all services, but exclusive of Sec. 3 placements: 500	Open enrollment, with priority for HOPE VI residents.	FDLC, various developments, FEC offices.	All residents.
<u>Construction Training:</u> Classroom and hands-on training at entry-level for commercial and residential construction employment; job placement.	15 residents currently enrolled; target enrollment of 100 residents, with up to 65 completing successfully.	Open enrollment, with target of 40 youth (18 to 25).	FDLC, various developments; program operated by CDC-KC/PDS	All residents, with a target for youth training.
<u>Retail/Customer Service Training:</u> Classroom training program in partnership with Walgreens to train resident for retail employment; job placement.	Up to 100 residents in 10 training cycles.	Open enrollment.	FDLC, various developments; program operated by CDC-KC/PDS.	All residents.
<u>Educational Services:</u> Adult Basic Education (ABE); workforce preparatory classes; GED preparation.	Open-ended enrollment based on availability of slots.	Open enrollment subject to school district requirements.	FDLC; operated by the Kansas City Metro. School District (KCMSD) ABE Program.	All residents
<u>Personal Computer Instruction:</u> Full range of instruction for computer-	Open enrollment, based on availability of slots.	Open enrollment, with priority for HOPE VI residents; employment	FDLC Computer Lab	All residents, with priority for HOPE VI residents.

based employment; youth technology clubs; personal strategic planning for residents		related training a priority activity.		
<u>Youth Services</u> : Provide leadership and personal development services; educational, recreational, employment related, mentoring and supportive services.	Estimated enrollment of 450 non-duplicated count of youth engaged in various programs and activities.	Open to all HAKC Youth; 5 through 13 years of age for 4-H Program.	Clymer Community Center, FDLC, 4-H Program Sites; Boys & Girls Club and PAL program locations.	Primarily HAKC Youth, with some low-income community youth.
<u>Tenant Organizational Services/Tenant Liaison</u> : Provide training/technical assistance for development and maintenance of viable tenant organizations and authority-wide tenant association.	All member of tenant organizations and interested residents.	Open to all tenant leaders and other residents.	Office of Tenant Liaison at FDLC.	All residents.

**INTER-OFFICE MEMO
OF**

**HOUSING AUTHORITY
KANSAS CITY, MISSOURI**

Date: September 15, 2000

TO: Dallas J. Parks, Executive Director

FROM: Joseph P. Gonzales, Resident Services Director

SUBJECT: Resolution Authorizing Fund for the Gun BuyBack Program

Recommended Action:

It is recommended that the Receiver of the Housing Authority of Kansas City, Missouri approve the following action:

Authorize and approve the transfer of one hundred twenty-eight thousand dollars (\$128,000.00) in Ledger 92 from **Budget Line Item 4110-00-9901 – Security**, to **Budget Line Item 4110-00-9902 – Gun BuyBack** to fund a **HUD BuyBack America Program** in partnership with the City of Kansas City, Missouri.

Funding and Approvals:

Funds for the **Public Housing Drug Elimination Program 1999 (PHDEP 99)** are available and have been budgeted in Ledger 92.

Chronology of Event:

- The U.S. Department of Housing and Urban Development (HUD) strongly encourages public housing agencies to collaborate with local governments and law enforcement agencies to undertake ambitious gun buyback programs.
- HUD offers an incentive to public housing agencies to pursue a gun buyback program strategy by matching committed PHDEP funds with 43 cents for every local dollar.
- Members of the City Council have urged HAKC to collaborate with the City of Kansas City, Missouri in a gun buyback program.
- The Kansas City, Missouri Police Department has pledged an all-out cooperative effort with HAKC in the implementation and operation of the gun buyback program.
- Serious community support has emerged from citizens concerned about safety on the streets, and especially in the schools.

Justification:

- Gun violence in Kansas City, last year caused 163 deaths and 3,920 injuries, with most of that occurring in the low-income communities of the city.

- HUD not only supports but also encourages the implementation of gun buyback programs in communities across the nation.
- Strong support from local government and law enforcement argues for a popular and successful program.

HOUSING AUTHORITY OF KANSAS CITY, MISSOURI

FY 2001 ANNUAL PLAN



Resident Membership of the Governing Board

The United States District Court for the Western District of Missouri appointed TAG Associates of Kansas City, Inc. (TAG) as Receiver of the Housing Authority of Kansas City, Missouri effective September 6, 1994. The HAKC does not operate under the control of a board. For this reason, the HAKC does not have a Resident Member on a PHA Governing Board.

HOUSING AUTHORITY OF KANSAS CITY, MISSOURI

FY 2001 ANNUAL PLAN



Pet Policy Summary

The Housing Authority of Kansas City, Missouri (HAKC) will not discriminate against persons who reside in or apply for residence in federally assisted rental housing on the basis that such persons own or keep common household pets in their units.

All such animals which reside in developments for the elderly or for persons with disabilities are excluded from this policy, as are all such animals which visit these developments.

Scope: The policy applies to common household pets. This term includes only domesticated animals which are traditionally kept in the home for pleasure rather than commercial purposes. Common household pets include the following: dog, cat, bird, rodent (including a rabbit), fish or turtle. Common household pets do not include reptiles, except for turtles. This policy applies to all housing developments.

Each resident is permitted to own one four legged warm blooded pet. The pet shall not exceed at maturity thirty pounds in weight or eighteen to twenty-one inches shoulder height. All such pets must be spayed and neutered with documentation of this procedure available. All pets must also be registered with the HAKC prior to bringing said pets onto the development site.

Registration: Registrations must be updated annually. Inoculation records must be available, and signed by a licensed veterinarian. HAKC may refuse to register the pet under the following circumstances: the pet is not a common household pet, incomplete pet registration or that the resident would be unable to keep the pet in compliance with the pet rules and other lease obligations.

Each resident who owns or keeps a pet will be required to pay a refundable security deposit. The deposit will be used to only pay reasonable expenses directly attributable to the presence of the pet in the project for cost of repairs and replacements of the dwelling unit. The unused portion of the deposit will be returned to the resident within a reasonable time after the resident moves from the development or no longer keeps the pet in the unit.

Violation Procedures: Failure to correct the violation may result in an HAKC order to remove the pet or initiate procedures to terminate a resident's tenancy based upon a pet rule violation.

HOUSING AUTHORITY OF KANSAS CITY, MISSOURI

FY 2001 ANNUAL PLAN



**Membership of the Resident Advisory
Board**

Members of the Public Housing Resident's Council (PHRC) participated in the revision of the HAKC's Annual and Five Year Plans. Attached is list for the members of the PHRC and Section 8 Housing who were involved in this process.

Salutation	First	Last	Title	Organization	Address	City	State
Ms.	Connie	Flowers	President	Public Housing Residents Council Ave (PHRC)	8232 N. Troost	Kansas City	MO
Ms.	Teresa K.	Glenn		Public Housing Residents Council #B (PHRC)	8307 NW Everton	Kansas City	MO
Ms.	Maxann	Murphy		Public Housing Residents Council St. (PHRC)	11809 East 58th	Kansas City	MO
Ms.	Lula	Smith	Treasurer	Public Housing Residents Council Towers #802 (PHRC)	1800 Brush Creek	Kansas City	MO
Ms.	Geneva	Gordon	Secretary	Public Housing Residents Council Towers #301 (PHRC)	1800 Brush Creek	Kansas City	MO
Mr.	John	Pollard		Public Housing Residents Council Towers #1004 (PHRC)	1800 Brush Creek	Kansas City	MO
	Harles	Gaines		Public Housing Residents Council Towers #202 (PHRC)	1800 Brush Creek	Kansas City	MO
Ms.	Margaret	Coleman		Public Housing Residents Council Towers #401 (PHRC)	1800 Brush Creek	Kansas City	MO
Ms.	Gloria	Thomas		Public Housing Residents Council (PHRC)	582 Tracy	Kansas City	MO
Mr.	Joseph	Lewis		Public Housing Residents Council (PHRC)	585 Tracy	Kansas City	MO
	Cloteal	Jones		Public Housing Residents Council (PHRC)	563 Tracy	Kansas City	MO
	Prentis	Thompson		Public Housing Residents Council (PHRC)	3363 Denver	Kansas City	MO
Ms.	Dorcia	Bostic		Public Housing Residents Council (PHRC)	3356 Colorado	Kansas City	MO
Mr.	Pedro	Leverette		Public Housing Residents Council (PHRC)	3364 Colorado	Kansas City	MO

Mr.	Hui	Truong	Public Housing Residents Council (PHRC)	421 Tracy	Kansas City	MO
Ms.	Barbara	McGhee	Public Housing Residents Council (PHRC)	210 Tracy	Kansas City	MO
Ms.	Angela	Turner	Public Housing Residents Council (PHRC)	209 Tracy	Kansas City	MO
Ms.	Eloise	Lofton	Public Housing Residents Council (PHRC)	302 A Lydia	Kansas City	MO
Ms.	Charlene	Wilkes	Public Housing Residents Council (PHRC)	3710 East 51st St. #504	Kansas City	MO
Ms.	Barbara	Lockett	Public Housing Residents Council (PHRC)	3720 East 51st St #411	Kansas City	MO
Mr.	Harold	Wheeler	Public Housing Residents Council (PHRC)	3710 East 51st St. #411	Kansas City	MO
Mr.	Willie	Slaughter	Public Housing Residents Council (PHRC)	3710 East 51st St.	Kansas City	MO
Ms.	Ira	Carter	Public Housing Residents Council (PHRC)	1718 Missouri	Kansas City	MO
	L.T.	Golden	Public Housing Residents Council (PHRC)	1606 Missouri	Kansas City	MO
Mr.	William	Collins	Public Housing Residents Council (PHRC)	315 Highland	Kansas City	MO
Mr.	Virgil	Ballard	Public Housing Residents Council (PHRC)	415 Highland	Kansas City	MO
Ms.	Florene	Jones	Public Housing Residents Council (PHRC)	1607 East 12th St.	Kansas City	MO
Ms.	Debra	Watson	Public Housing Residents Council (PHRC)	1305 Highland #1	Kansas City	MO
Ms.	Myrtle	Love	Public Housing Residents Council (PHRC)	1700 East 12th Terrace	Kansas City	MO
Ms.	Marlet	King	Public Housing Residents Council (PHRC)	1324 Highland #7	Kansas City	MO

Mr.	George	Weaver	Public Housing Residents Council (PHRC)	1318 Highland	Kansas City	MO
Ms.	Betty	Scott	Public Housing Residents Council (PHRC)	906 Garfield	Kansas City	MO
Ms.	Mildred	Williams	Public Housing Residents Council (PHRC)	907 Euclid	Kansas City	MO
Ms.	Shawanna Long		Public Housing Residents Council (PHRC)	200 Lydia	Kansas City	MO
	W	Alstork	Public Housing Residents Council (PHRC)	1122 East 4th St.	Kansas City	MO
Ms.	Jessica	Washington	Public Housing Residents Council (PHRC)	1431 West Bluff	Kansas City	MO
Ms.	Cynthia	Ross	Public Housing Residents Council (PHRC)	1213 West Bluff	Kansas City	MO
Ms.	Mary	Webb	Public Housing Residents Council (PHRC)	1416 West Bluff	Kansas City	MO
Ms.	Doreen	Green	Public Housing Residents Council (PHRC)	1429 West Bluff	Kansas City	MO
Ms.	Sylvia	Smith	Public Housing Residents Council (PHRC)	1423 West Bluff	Kansas City	MO

Section 8 Housing Participants:

Ms. Florence Benton
3901 East 58th St.
Kansas City, Missouri 64130
(816) 333-5751

Ms. Angela Myres
4207 Montgall
Kansas City, Missouri 64130
(816) 923-2138

**Housing Authority of Kansas City, Missouri
712 Broadway
Kansas City, Missouri 64105**

COMMUNITY SERVICE AND ECONOMIC SELF-SUFFICIENCY

Housing Authority Description and Information

RECEIVERSHIP – Effective September 6, 1994, the United States District Court for the Western District of Missouri appointed TAG Associates of Kansas City, as receiver of the Housing Authority of Kansas City (HAKC). The Receivership order mandates that TAG Associates, as Receiver, “...shall perform the contractual, legal, administrative and personnel...duties for the HAKC...” TAG is issuing this Request for Proposals in its capacity as Receiver.

PORTFOLIO - HAKC owns and operates over 1,500 units of conventional units and 173 scattered site units of Public Housing in multifamily and single-family sites throughout the city and provides rental assistance subsidies to approximately 5,500 households under the Section 8 Housing Assistance Payment Program. The agency has an annual operating budget of \$5 million, receives approximately \$3.3 million in annual comprehensive grant program allocations and maintains funding awards for the HOPE VI and the Public Housing Development Programs. HAKC also funds and manages a variety of social service and economic development programs for its residents. HUD recently classified HAKC as a “High Performer” under the Public Housing Management Assessment Program.

Background

The purpose of the Community Service and Economic Self-Sufficiency policy is to encourage HAKC residents to participate in work or work-related activities such as education, job training and community service work. Thus, in accordance with the Quality Housing and Work Responsibility Act of 1998, all HAKC adult residents 18 years of age and older (including non-heads of households) residing in public housing developments, which include scattered sites, must perform one of the following activities:

- Contribute 8 hours per month of community service, which does not include political activities; or
- Participate in an economic self-sufficiency program, such as FSS, education or job training, for 8 hours per month; or

- Be employed for at least eight hours per month.

The HAKC offers the following estimates, as related to this project:

- 1200 occupied households
- 3000 household members
- 1800 exempt (elderly/under 18)
- 1200 non-exempt
- Of the 1200 non-exempt:
 - 30% working
 - 12% TANF
 - 500 perform community service

Effective January 1, 2001, performance of such activities is mandatory. The HAKC may not renew the leases of individuals who fail to comply with this requirement. While HAKC residents are responsible for complying with the community service and economic self-sufficiency requirement, the contractor's role will be to aid residents needing additional assistance, and to disseminate information to all residents. The successful respondent will be contractually obligated to service up to **500** residents with one-on-one community service linkage services, and to service the remainder of residents through informational group gatherings, postings at developments, or similar general activities. Of these **500** residents, the respondent should give first preference for assistance to persons who have been unemployed for significant periods of time (and therefore have more barriers to employment).

Further information on the Housing Authority's Community Service and Economic Self-Sufficiency Policy can be found in Section 11 of the HAKC's Revised Admissions and Continued Occupancy Policy (ACOP).

Definitions

Community is defined as the development at which a HAKC resident lives and the development's surrounding neighborhood.

Community service is the performance of voluntary work of duties in the public benefit that serve to improve the quality of life, enhance resident self-sufficiency, and/or increase the self-responsibility of the resident within the community in which he or she resides. A waiver may be granted to individuals who desire to perform community service in the greater Kansas City community at-large, provided no community service opportunities or activities are available in the individual's community. Political activity is not considered community service.

An economic self-sufficiency program is defined as any program designed to encourage, assist, train or facilitate the economic independence of participants and their families or to provide work for participants.

HAKC Implementation of Community Service Requirements

In preparation for compliance with revised section 12 (c) of the U.S. Housing Act of 1937 regarding community service requirement for public housing residents, HAKC has issued a Request For Proposals (RFP) entitled the **Community Service and Self-Sufficiency Plan**.

The solicitation seeks proposals from qualified applicants to operate the community service program in PY2001. The RFP was issued September 18, 2000, with responses due by October 16, 2000. HAKC anticipates issuing an award by November 1, 2000.

The RFP requires that competitive respondents submit performance-based proposals predicated on a per-unit payment schedule. The RFP review process also gives considerable weight to the respondent's Section 3 Plan.

August 29,2000

Julie E. Levin
Managing Attorney
Legal Aid of Western Missouri
600 Lathrop Building
1005 Grand Boulevard
Kansas City, MO 64106

Dear Mrs. Levin:

This letter is in response to the Public Housing Resident Council (PHRC) comments on the HAKC PHA Annual Plan. The item numbers that follow correspond to the same items in your letter dated August 28th, 2000.

3. The HAKC arrived at its determination of Housing Needs for families by conducting a careful analysis of internal data and statistics from the HAKC Housing Operations Department and by reference to the 1999 Annual Plan. HAKC further examined the needs of renter families of all incomes in the HAKC service area (Kansas City, Missouri) by interpreting data from the Comprehensive Housing Affordability Strategy (CHAS) dataset (table 1c all household races) dated year 1990. This information may be obtained through a link on the HUD central web page (Public Housing Agency Plans). The CHAS Information can be found at: [http:// www.webprod.aspensys.com/housing/chas/state.asp](http://www.webprod.aspensys.com/housing/chas/state.asp)
4. The first box under Table C on page 47 (Statement of Consistency with the Consolidated Plan, #2,) is now unchecked. Please refer to answer #1 for the source of data.
3. The HAKC will apply for additional section 8 units should they become available. The top box on page 12 in Strategy 2 (Increase the number of affordable housing units) is now checked.
4. The HAKC will target available assistance to families at or below 30% of the AMI by employing admissions preferences aimed at families with economic hardships. HAKC gives admission preference #2 to persons who pay over 50% of their income towards rent. The third box down under Strategy 1 on page 12 is now checked.
5. The HAKC will carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing. The second box on page 13 under Strategy 1 (assistance to families with disabilities) was inadvertently left blank. It is now checked.

6. Section 8 tenants are informed about areas of Kansas City that may be impacted by poverty and minority concentrations. This is done at an initial briefing, and is conducted by using maps of the leasing area. This helps the tenant to find a unit that may be available in a non-impacted area. The Section 8 Department also refers tenants to the Housing Information Center for additional counseling needs.
7. The HAKC does not employ waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at developments. The third box under number 6 (Deconcentration and Income Mixing) on page 21 was inadvertently checked and is now unchecked.

The targeted developments that were not listed in part two of your question refers to scattered site units and are now referenced appropriately in the plan. The policy to which you are referring to is the Scattered Site Preference Policy. If you need a copy of this policy we will be happy to provide that to you.

8. The Scattered Site Marketing plan is not geared towards attracting only higher income applicants. Rather, the Marketing Plan is geared to market to a wider range of applicants for several developments. The plan is also not income driven; it is based upon household characteristics, as well as soliciting applications from those families least likely to apply for housing.
9. Applicants are advised during a briefing that HAKC provides the telephone number of previous landlords to prospective Section 8 landlords as required by law. At this time, HAKC does not document that the applicant has been advised of this procedure. We are in the process of creating a way to include this requirement in a checklist format for documentary purposes. For any further information on this topic, please contact the Section 8 Department.
10. The current voucher utilization rate will be reported as 100% of FMR. As you know, we are conducting a rent reasonableness study. This figure may be modified to "Above 100% but at or below 110% of the FMR" after the results of the rent reasonableness study have been analyzed.
11. We indicated a disposition due to the interpretation that this term includes both a sale and long-term lease.
12. The application status of both Pemberton Heights (MO002-25) and Cardinal Ridge (MO002-18) now both read "Approved; included in the PHA's Designation Plan". Part 5 of the Housing Activity Description box is misleading in nature, and refers to plans that are actually in a pending status. No designations are currently checked in part 5 for Pemberton Heights or Cardinal Ridge.

13. The HAKC does not employ a skipping policy for deconcentration purposes. Please refer back to the answer in question # 7 for further information.

Please contact me if you have any further questions.

Sincerely,

Edwin Lowndes
Deputy Executive Director/General Counsel

Cc: Jeffrey K. Lines
Dallas J. Parks
Public Housing Resident Council