

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

# PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004  
Annual Plan for Fiscal Year 2001

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH  
INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

## **PHA Plan Agency Identification**

**PHA Name:** Morton County Housing Authority

**PHA Number:** ND010

**PHA Fiscal Year Beginning:** (mm/yyyy) 01/2001

**Public Access to Information**

**Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)**

Main administrative office of the PHA

PHA local offices

### **Display Locations For PHA Plans and Supporting Documents**

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

Main administrative office of the PHA

PHA local offices

Main administrative office of the County government

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

Main business office of the PHA

PHA Local offices

## **5-Year Plan PHA Fiscal Years 2000 - 2004**

[24 CFR Part 903.5]

### **A. Mission**

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

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

The PHA's mission is: (state mission here) The mission of the Morton County Housing Authority is to promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination by the efficient use of public funding to provide rental assistance and partnering with other public, non-profit and private entities in the development of housing and other related community services.

## **B. Goals**

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

### FIVE YEAR GOALS

The goals and objectives adopted by the Morton County Housing Authority are:

**Goal One:** Expand the supply of assisted/affordable housing

**Objectives:** Leverage Private or other public funds to create additional housing opportunities

**1st Year activity:** Based on a "Rental Market analysis and demand estimate for Morton County", worked on 3 potential affordable Housing projects. One long term residence for people with head injuries was completed and will be occupied in 2000. A Mandan Elderly Project for 32-40 families is currently in a development stage.

**Goal Two:** Improve the quality of assisted housing

**Objectives:** Concentrate on efforts to improve specific management functions

**1st Year activity:** Have improved the time scheduling of HQS Inspections. Staff have attended lead based paint seminars and new inspection procedures to provide quality inspections for participant benefit in the form of improved rental unit condition.

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

**Objectives:** Advise all project participants to seek the best housing available for the Assisted Housing Programs. Maintain listing in administrative office of area units that provide an improved living environment. Establish an office awareness for increased opportunities for employment and available housing resources.

**1st Year activity:** Improving inspection procedures. Established an in-office bulletin board with area housing resources, including housing for persons with disabilities.

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

**Objectives:** Increase the number and percentage of employed persons in assisted families and provide or attract supportive services to increase independence for the elderly and/or families with disabilities

**1st Year activity:** Worked with social services to increase employment for clients we have in common. Entered into a memorandum agreement with social services to provide community services on a State wide basis.

**Goal Five:** Ensure equal opportunity in housing for all

**Objectives:** Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status and disability. Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.

**1st Year activity:** Provide panel workshops in conjunction with the local Police Department and North Dakota Fair Housing Council for all rental owners in the area. Provided assistance and counseling to persons with disabilities for potential housing resources.

**Goal Six:** Expand the range and quality of housing choices available to participants in the Morton County Housing Authority's tenant-based assistance program.

**Objectives:** Conduct outreach efforts to potential voucher landlords and research feasibility of instituting a voucher homeownership program.

**1st Year activities:** Developed brochure with complete program description for rental owners. Make panel presentation on Housing Assistance Program at each landlord training seminar sponsored by Mandan Police Department for area property owners.

**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.

**Streamlined Plan:**

**Section 8 Only**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

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

**The MC Housing Authority has prepared this Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD Requirements.**

**We have adopted the following mission statement to guide the activities of the MC Housing Authority.**

**To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination by the efficient use of public funding to provide rental assistance and partnering with other public, non-profit and private entities in the development of housing and other related community services.**

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

- Expand the supply of assisted housing**
  - Leverage private or other public funds to increase additional housing opportunities**
- Improve the quality of assisted housing**
  - Concentrate on efforts to improve specific management functions**
- Increase assisted housing choices**
  - Conduct outreach efforts to potential voucher landlords and research feasibility of instituting a voucher homeowner-ship program**

**- Provide an improved living environment**

**Advise all project participants to seek the best housing available for the Assisted Housing Payments Program. Maintain updated listing in office of area units that provide an improved living environment. Establish an office awareness with increased opportunities for employment and available housing resources.**

**- Promote self-sufficiency and asset development of assisted household**

**Increase the number and percentage of employed persons in assisted families. Provide or attract supportive services to increase independence for the elderly or families with disabilities.**

**- Ensure equal opportunities in housing for all**

**Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status and disability. Undertake affirmative measures to ensure accessible housing to persons with all ranges of disabilities regardless of unit size required.**

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

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

**In summary, the Morton County Housing Authority will carry out all activities and items listed in this Plan in compliance with all applicable civil rights requirements and that the Housing Authority will affirmatively further fair housing.**

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.79 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

#### **Table of Contents**

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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.

#### **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**

<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plans</b>
	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	Annual Plans
	State/Local Government Certification of Consistency with the Consolidated Plan	Annual Plans
	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement	

of housing needs in the jurisdiction  
Needs

Annual Plan: Housing

Most recent board-approved operating budget for the public housing program  
Section 8 Administrative Plan  
Annual Plan: Eligibility,  
Selection, and Admissions Policies  
Section 8 rent determination (payment standard) policies X check here if included in Section 8  
Administrative Plan  
Annual Plan: Rent  
Determination  
Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan  
Annual Plan:  
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:

## **1. Statement of Housing Needs**

[24 CFR Part 903.79 (a)]

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

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

#### **Housing Needs of Families in the Jurisdiction by Family Type**

Family Type	Overall	Afford-ability		Supply	Quality	Access-ibility Size		Loca-tion
Income <= 30% of AMI	36	5	3	3	4	3	3	
Income >30% but <=50% of AMI								24
Income >50% but <80% of AMI								52
Elderly	72	2	4	4	4	4	2	
Families with Disabilities	3	5	4	3	5	3	4	
Race/Ethnicity								
Race/Ethnicity								
Race/Ethnicity								
Race/Ethnicity								

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

X Consolidated Plan of the Jurisdiction/s  
Indicate year: 2000

X U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS")  
dataset Indicate year: 1990

Other sources: (list and indicate year of information)

Rental Housing and Market Analysis Demand Estimates

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

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

### Housing Needs of Families on the Waiting List

Waiting list type: (select one)                      Section 8

Waiting list total	26		316
Extremely low income <=30% AMI	18	69.3	
Very low income (>30% but <=50% AMI)	8	31.7	
Low income (>50% but <80% AMI)			
Families with children	21	80.7	
Elderly families	4	15.3	
Families with Disabilities	1	4.0	
Race/ethnicity white/nonhispanic	21	80.7	
Race/ethnicity NativeAmer/Nonhispanic	5	19.3	

Race/ethnicity

Race/ethnicity

Is the waiting list closed (select one)?  No    If yes: How long has it been closed (# of months)?                      Does the PHA expect to reopen the list in the PHA Plan year?    No    Yes

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

### C. Strategy for Addressing Needs

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

#### (1) Strategies

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

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

Select all that apply

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 aggressively marketing the program to owners

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

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

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 Section 8 tenant-based assistance.

**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 tenant-based section 8 assistance

Adopt rent policies to support and encourage work

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

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

Select all that apply

Adopt rent policies to support and encourage work

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

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

Select all that apply

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

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

Select all that apply

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

disabilities

**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

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

Select all that apply

Other: (list below) No concentration of low income/poverty areas

**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:

Evidence of housing needs as demonstrated in the Consolidate Plan and other information available to the PHA influence of the Housing market on PHA programs

Community priorities regarding housing assistance

Assist county with goals established in Welfare to work plan

**Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year.

Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

**Financial Resources: Planned Sources and Uses**

**Sources**

**Planned \$**

**Planned Uses**

**1. Federal Grants (FY 2000 grants)**

)Public Housing Operating Fund

)Public Housing Capital Fund

)HOPE VI Revitalization

- )HOPE VI Demolition
- )Annual Contributions for Section 8 Tenant-Based Assistance \$2,100,911
- )Public Housing Drug Elimination Program (including any Technical Assistance fund)
- )Resident Opportunity and Self-Sufficiency Grants
- )Community Development Block Grant
- )HOME
- Other Federal Grants (list below) - Section 8 HAP (new)

**2. Prior Year Federal Grants (unobligated funds only) (list below)**

**3. Public Housing Dwelling Rental Income**

**4. Other income** (list below)

Investments	21,300
Donations	

**4. Non-federal sources** (list below)

**Total resources**

2,122,211

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

[24 CFR Part 903.7 9 (c)]

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

**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
  - Other (list below) If client owes other subsidized housing program money
- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
  - Other (describe below) Current address, current and prior landlord (if known), history on damage to units and unpaid rent

## **(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
- 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) By mail

## **(3) Search Time**

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

If yes, state circumstances below:

1 - 30 day for hard to house families, family has housing needs not readily met in current housing market

#### **(4) Admissions Preferences**

a. Income targeting

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

b. Preferences

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

#### **(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)

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

Through published notices  
Other (list below)

PHA has no special purpose section 8 programs

### **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.

#### **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 - TWO + BEDROOM SIZES

Above 100% but at or below 110% of FMR - ONE BEDROOM & pad rent  
Above 110% of FMR (if HUD approved; describe circumstances below)

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

FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area

The PHA has chosen to serve additional families by lowering the payment standard

Reflects market or submarket

Other (list below)

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

FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area

Reflects market or submarket

To increase housing options for families

Other (list below)

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

Annually

Other (list below)

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

Success rates of assisted families

Rent burdens of assisted families

Other (list below)

**(2) Minimum Rent**

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

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

b. X Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below) (a)eligibility of a benefit pending, (b) would be evicted as a reslt of minimum rent, (c) income decreased because of changed circumstances, and (d) death in family

**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

- X A brief description of the management structure and organization of the PHA follows:  
The entire management structure is handled by contract with a management firm. This contract provides all administrative services.

**B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	
<b>Expected Turnover</b>		
Section 8 Vouchers/ Certificates	554	316
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		

Other Federal Programs(list individually)

### **C. Management and Maintenance Policies**

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

(1) Public Housing Agency Operation Policies

Administrative Plan

Personnel Policies

Procurement Policy

Capitalization Criteria

Disposition

### **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.

### **B. Section 8 Tenant-Based Assistance**

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

If yes, list additions to federal requirements below:

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

## **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.

### **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: The PHA will explore this program covering the new Section 32 and Section 8(y) Homeownership Programs. Once the practicalities of the new HUD regulations are determined and if our clients would benefit the housing authority would then pursue this option.

#### a. Size of Program

X 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)

- X 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:

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

If yes, what was the date that agreement was signed? 09/14/2000

#### 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

Partner to administer a HUD Welfare-to-Work voucher program

Work with Habitat for Humanity and other local agencies to move families from rental assistance to homeownership

### **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)

Section 8 admissions policies

Other policies (list below) - Coordinate local services so that the Welfare-to-Work program will be an asset to clients

##### 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	Eligibility
Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	

**(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
Public Housing Section 8 0	0	

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:  
Not applicable

**C. Welfare Benefit Reductions**

- 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 rent determination policies and train staff to carry out those policies
  - Informing residents of new policy on at briefings and annual recertifications
  - 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.

**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.

**18. Other Information**

[24 CFR Part 903.7 9 (r)]

**A. Resident Advisory Board Recommendations**

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

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

1. X Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)
3. Description of Resident Election Process
  - a. Nomination of candidates for place on the ballot: (select all that apply)  
Candidates were nominated by resident and assisted family organizations  
Candidates could be nominated by any adult recipient of PHA assistance  
Self-nomination: Candidates registered with the PHA and requested a place on ballot  
Other: (describe)
  - b. Eligible candidates: (select one)  
Any recipient of PHA assistance  
Any head of household receiving PHA assistance  
Any adult recipient of PHA assistance  
Any adult member of a resident or assisted family organization  
Other (list)
  - c. Eligible voters: (select all that apply)  
All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)

Representatives of all PHA resident and assisted family organizations  
Other (list)

### **C. Statement of Consistency with the Consolidated Plan**

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

1. Consolidated Plan jurisdiction: (provide name here)  
Regional Section of State Plan (Region VII)
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
  - X The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.  
The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
  - X The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - X Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)  
No commitments stated in the certification

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

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

**SUBSTANTIAL DEVIATION and/or SIGNIFICANT AMENDMENT OR MODIFICATION**

Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners

The PHA will provide for a public hearing anytime the Board of Commissioners approve a policy that exceeds the discretion given to the local agency by the Department of Housing and Urban Development.