

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

PHA Plan

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**

**HUD 50075
OMB Approval No: 2577-0226
Expires: 03/31/2002**

**PHA Plan
Agency Identification**

PHA Name: **NEW YORK STATE DIVISION OF HOUSING
AND COMMUNITY RENEWAL**

PHA Number: **NY902/NY903**

PHA Fiscal Year Beginning: **APRIL 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 development management offices
- PHA local offices

Display Locations For PHA Plans and Supporting Documents

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

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below): **DHCR Regional Offices in Buffalo, Syracuse and
New York City**

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

- Main business office of the PHA
- PHA development management offices
- Other (list below): **DHCR Regional Offices in Buffalo, Syracuse and**

New York City

**Annual PHA Plan
PHA Fiscal Year 2001**

[24 CFR Part 903.7]

Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

High Performing PHA

Small Agency (<250 Public Housing Units)

Administering Section 8 Only

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.

Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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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.

Attachments:

- A. DHCR Statewide Section 8 Organizational Chart
- B. Statement of Progress
- C. Section 8 Homeownership Capacity Statement
- D. Resident Membership of the PHA Resident Advisory Board

Supporting Documents Available for Review

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
	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;

Applicable & On Display	Supporting Document	Applicable Plan Component
	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public Housing Deconcentration and Income Mixing Documentation: 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	Annual Plan: Eligibility, Selection, and Admissions Policies
	18. Documentation of the required deconcentration and income mixing analysis	
	Public housing rent determination policies, including the methodology for setting public housing flat rents check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies X check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
	Public housing grievance procedures check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs

**Applicable
&
On Display**

Supporting Document

Applicable Plan Component

	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
	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
X	Policies governing any Section 8 Homeownership program check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) 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

Family Type	Housing Needs of Families in the Jurisdiction by Family Type						
	Overall	Afford- ability	Supply	Quality	Accessi- bility	Size	Location
Income <= 30% of AMI	795332	4	5	5	4	1	4
Income >30% but <=50% of AMI	435064	4	4	4	4	1	4
Income >50% but <80% of AMI	549381	2	3	3	3	1	3
Elderly	518872	3	3	3	3	1	3
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

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

Consolidated Plan of the Jurisdiction

Indicate year: **2001 - 2005**

U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") data set

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

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

Section 8 tenant-based assistance

Public Housing

Combined Section 8 and Public Housing

Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	33500		5237
Extremely low income <=30% AMI	23785	71%	
Very low income (>30% but <=50% AMI)	9715	29%	
Low income (>50% but <80% AMI)	- 0 -	- 0 -	
Families with children	28609	85.4%	
Elderly families	3116	9.3%	
Families with Disabilities	6701	2.0%	
Race: White	22478	67.1%	
Race: Black	9816	29.3%	
Ethnicity:- Hispanic	4334	1.3%	

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

C. Strategy for Addressing Needs

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required

- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

- 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

- 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

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below) **Increase emphasis on FSS and/or homeownership options**

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

- 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:

- 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:

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

_____ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

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

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)]

Financial Resources: Planned Sources and Uses

Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$ 152,300,000	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self- Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		

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

3. Public Housing Dwelling Rental Income

4. Other income (list below)

Sources

Planned \$

Planned Uses

4. Non-federal sources (list below)

Total resources

\$ 152,300,000

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Section 8

(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?

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) - **Name and address of previous landlord.**

(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) - **Individual Local Administrator Offices**

(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: **When requested by applicants, especially in tight housing markets.**

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, 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): **Elderly/ Disabled/Handicapped singles before other singles.**

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

1 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- 1 Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)

- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s): **Elderly/ Disabled/Handicapped singles before other singles.**

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)

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

- Through published notices
- Other (list below):
 - 1. Community Service Announcements (as necessary)**
 - 2. Meetings and/or discussions with relevant advocacy groups.**

4. PHA Rent Determination Policies

A. Section 8 Tenant-Based Assistance

(1) Payment Standards

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

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

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

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

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

- 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 Policies

[24 CFR Part 903.79 (e)]

A. PHA Management Structure

(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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	N/A	N/A
Section 8 Vouchers	24,485	2,500

Section 8 Certificates	1,210	470
Section 8 Mod Rehab	305	60
Special Purpose Section 8 Certificates/Vouchers		
FUP	756	75
Mainstream	476	45
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs(list individually)	N/A	N/A

C. Management and Maintenance Policies

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

(2) Section 8 Management: (list below)

- A. PHA Administrative Plan**
- B. NYS DHCR Strategic Plan**
- C. NYS DHCR Consolidated Plan**

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

A. 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?

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) - **Local Administrator Offices under NYS DHCR jurisdiction.**

7. Voucher Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. 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 next component; if "yes," describe each program using the table below (copy and complete questions for each program identified).

B. Program Description:

(1) 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 was yes, which statement best describes the number of participants? (Select one)

25 or fewer participants

26 - 50 participants

51 - 100 participants

more than 100 participants

(2) 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?

**Demonstration Program in Suffolk County for current
Section 8 Participants enrolled in FSS or FSS**

graduates who still receive Section 8 assistance.

8. PHA Community Service and Self-Sufficiency Programs

[24 CFR Part 903.7 9 (l)]

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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) - **Administration of FSS Program**

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)

b. Economic and Social self-sufficiency programs

____ Yes **_X_** No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents?

(2) Family Self Sufficiency program/s

a. Participation Description

Program	Family Self Sufficiency (FSS) Participation	
	Required Number of Participants (start of FY 2001 Estimate)	Actual Number of Participants (As of: 01/01/2001)
Public Housing	N/A	N/A
Section 8	2211	1259

b. ____ Yes **_X_** 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:

NYS DHCR was awarded FSS Coordinator funding in FY 2000. This enabled the PHA to hire a full-time liaison to the DHCR Local County Administrator offices and the Section 8 Task Force to further our existing goal of meeting the minimum FSS Program requirements. Further FSS progress will be monitored via the NYS DHCR Statewide FSS Coordinator and Program Representatives during execution of SEMAP audits.

9. 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.

10. 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))?
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? - N/A
5. ___ Yes ___ No: Have responses to any unresolved findings been submitted to HUD?
- N/A

11. 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)

12. 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?

13. Statement of Consistency with the Consolidated Plan

1. Consolidated Plan jurisdiction: (provide name here) - **New York State**
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)

The HUD Budget for Federal Fiscal Year 2000 included funding for 60,000 incremental vouchers to be allocated on a fair share basis. New York State applied for fair share during Program Year 2000. In FY 2000, New York State was awarded 1,925 Fair Share Vouchers, 75 Mainstream vouchers, and 60 Family Unification Program Vouchers. New York State has also applied for an additional 2,450 Fair Share Vouchers in the December 13, 2000 NOFA.

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

The State of New York recognizes the additional statutory requirements located at Section 105 (b) (11) and Section 105 (g) of the CHAS statute, as amended by the 1998 Appropriations Act. Although it must be recognized that these additional requirements place considerable unique burdens on a state with 207 Public Housing Authorities, the State of New York intends to comply with these additional requirements by conducting outreach consultations to the PHAs during Program Year 2001 to determine the needs of the PHAs and to identify ways in which the State can assist as the State prepares its appropriate response.

14. Other Information Required by HUD

Attachments

- A. Organizational Chart
- B. FY 2001 Five-Year Plan Statement of Progress
- C. Section 8 Homeownership Capacity Statement
- D. Resident Membership of the PHA Resident Advisory Board

A. Organizational Chart

NYS DHCR Statewide Section 8 Program
For Fiscal Year 2001

See following page

B. Five-Year Plan Statement of Progress

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

2000 PHA Goals

A. Expand the supply of assisted housing by

1. Applying for additional rental vouchers:

FY 2001 Update: NYS DHCR has applied for and was awarded funding of 1,925 Fair Share Vouchers, 75 Mainstream vouchers and 60 FUP vouchers. DHCR also applied for an additional 2,450 Fair Share vouchers in the FY 2001 NOFA.

B. Improve the quality of Assisted Housing

1. Improve Voucher Management (SEMAP Scores)

DHCR completed SEMAP Audits in our 53 county programs Further opportunities to held Local Administrators improve SEMAP scores included the hiring of 2 new program representatives and providing hands-on assistance to LAs with low performance ratings. AN emphasis on SEMAP will be conducted during the annual training conference in May 2001.

2. Increase Customer Satisfaction

Provided LAs will on-going training opportunities on various program areas and enhancing the quality of information to Section 8 tenants.

C. Increase Assisted Housing Choices

1. Provide Mobility Counseling

DHCR will continue to conduct outreach to potential voucher landlords

2. Implement Voucher Homeownership Program

DHCR has conducted a demonstration homeownership program with our Suffolk County LA and will open up the program to other interested LAs in the near future. We are still assessing the interest levels of our county programs.

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

- A. PHA Goal: Provide an improved living environment
1. Improve housing opportunities by encouraging families to find units outside of poverty, minority, and/or ethnic concentration areas.

DHCR has continued to support the efforts of our Enhanced Section 8 Outreach Program (ESOP) in their efforts to place tenants non-impacted areas of Yonkers and Westchester County.

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

1. Increase the number and percentage of employed persons in assisted families:
Since 1998, DHCR has increased the number of its FSS participants to our current number of 1,259.

2. Provide or attract supportive services to improve assistance recipients' employability
DHCR and its local FSS coordinators have continually worked with local jurisdictions to obtain counseling, training and employment services with local service organizations.

- D. HUD Strategic Goal: Ensure Equal Opportunity in Housing for All Americans

DHCR has continually and will continue to implement the following PHA Goals:

1. Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status and disability.
2. Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability.
3. Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.

C. Section 8 Homeownership Capacity Statement

Capacity of the PHA to Administer a Section 8 Homeownership Program

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- Establishing a minimum homeowner down payment requirement of at least 3 percent and requiring that at least 1 percent of the down payment comes from the family's resources
- Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards
- Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

D. Resident Membership of the PHA Resident Advisory Board

<u>Name</u>	<u>Method of Selection</u>	<u>Term of Office</u>
Susan Bard	Appointed	On-going
Tammy Cortes	Appointed	On-going
Matthew Davis	Appointed	On-going
Cindy McWilliams	Appointed	On-going
Susan Quay	Appointed	On-going
Toni Rodgers	Appointed	On-going
Sandra Spearance	Appointed	On-going
Lisa Volo	Appointed	On-going
Linda Williamson	Appointed	On-going

Resident Membership of the PHA Resident Advisory Board

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

Applicable & On Display	Supporting Document	Applicable Plan Component
	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public Housing Deconcentration and Income Mixing Documentation: 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 18. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the methodology for setting public housing flat rents check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies X check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
	Public housing grievance procedures check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures

Applicable & On Display	Supporting Document	Applicable Plan Component
X	Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	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
	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: Homeownersh ip
X	Policies governing any Section 8 Homeownership program check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownersh ip
	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

Applicable & On Display	Supporting Document	Applicable Plan Component
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) 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	Accessi-bility	Size	Location
Income <79 30% of AMI	5332	4	5	5	4	1	4
Income 43 >30% but <=50 % of AMI	5064	4	4	4	4	1	4
Income 54 >50% but <80% of AMI	9381	2	3	3	3	1	3
Elderly 51	8872	3	3	3	3	1	3
Families with Disabili ties	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethn city	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethni city							
Race/Ethni							

Family Type	O v e r a l l	Afford-ability	Supply	Quality	Accessi-bility	Size	Location
Race/Ethnicity							

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

Consolidated Plan of the Jurisdiction

Indicate year: **2001 - 2005**

U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) data set

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)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<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:			
	# of families	% of total families	Annual Turnover
Waiting list total	33500		5237

Extremely low income <=30% AMI	23785	71%	
Very low income (>30% but <=50% AMI)	9715	29%	
Low income (>50% but <80% AMI)	- 0 -	- 0 -	
Families with children	28609	85.4%	
Elderly families	3116	9.3%	
Families with Disabilities	6701	2.0%	
Race: White	22478	67.1%	
Race: Black	9816	29.3%	
Ethnicity:- Hispanic	4334	1.3%	
Is the waiting list closed (select one)? 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

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required

- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

_____ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing

_____ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance

X 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

X Other: (list below) **Increase emphasis on FSS and/or homeownership options**

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

X 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

- X Influence of the housing market on PHA programs
- _____ Community priorities regarding housing assistance
- _____ Results of consultation with local or state government
- X 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 903.79 (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)		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$ 152,300,000	

	Sources	Planned \$	Planned Uses
f)	Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g)	Resident Opportunity and Self-Sufficiency Grants		
h)	Community Development Block Grant		
i)	HOME		
	Other Federal Grants (list below)		
	2. Prior Year Federal Grants (unobligated funds only) (list below)		
	3. Public Housing Dwelling Rental Income		
	4. Other income (list below)		
	4. Non-federal sources (list below)		
	Total resources	\$ 152,300,000	

3. PHA Policies Governing Eligibility, Selection, and Admissions

A. 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?
- 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) - **Name and address of previous landlord.**

(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) - **Individual Local Administrator Offices**

(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:

**When requested by applicants,
especially in
tight housing markets.**

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, 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
X Other preference(s): **Elderly/ Disabled/Handicapped singles before other singles.**

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

1 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

- The PHA applies preferences within income tiers
 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)

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

- Through published notices
 Other (list below):
1. Community Service Announcements (as necessary)
2. Meetings and/or discussions with relevant advocacy groups.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

- 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 Policies

[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	N/A	N/A
Section 8 Vouchers	24,485	2,500

Section 8 Certificates	1,210	470
Section 8 Mod Rehab	305	60
Special Purpose Section 8 Certificates/ Vouchers	756	75
FUP	476	45
Mainstream		
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs(list individually)	N/A	N/A

C. Management and Maintenance Policies

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

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

(2) Section 8 Management: (list below)

A. PHA Administrative Plan

B. NYS DHCR Strategic Plan

C. NYS DHCR Consolidated Plan

6. PHA Grievance Procedures

[24 CFR Part 903.79 (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. 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?

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) - **Local Administrator Offices under NYS DHCR jurisdiction.**

7. Voucher Homeownership Programs Administered by the PHA

[24 CFR Part 903.79 (k)]

A. 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 next component; if "yes," describe each program using the table below (copy and complete questions for each program identified).

B. Program Description:

(1) 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 was yes, which statement best describes the number of participants? (Select one)

25 or fewer participants
 26 - 50 participants

- _____ 51 - 100 participants
- _____ more than 100 participants

(2) 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:

Demonstration Program in Suffolk County for current Section 8 Participants enrolled in FSS or FSS graduates who still receive Section 8 assistance.

8. PHA Community Service and Self-Sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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) - **Administration of FSS Program**

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)

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?

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2001 Estimate)	Actual Number of Participants (As of: 01/01/2001)
Public Housing	N/A	N/A
Section 8	2211	1259

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:

NYS DHCR was awarded FSS Coordinator funding in FY 2000. This enabled the PHA to hire a full-time liaison to the DHCR Local County Administrator offices and the Section 8 Task Force to further our existing goal of meeting the minimum FSS Program requirements. Further FSS progress will be monitored via the NYS DHCR Statewide FSS Coordinator and Program Representatives during execution of SEMAP audits.

9. 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.

10. 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))?
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? - N/A
5. ___ Yes ___ No: Have responses to any unresolved findings been submitted to HUD? - N/A

11. 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)

12. 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?

13. 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) - **New York State**

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)

The HUD Budget for Federal Fiscal Year 2000 included funding for 60,000 incremental vouchers to be allocated on a fair share basis. New York State applied for fair share during Program Year 2000. In FY 2000, New York State was awarded 1,925 Fair Share Vouchers, 75 Mainstream vouchers, and 60 Family Unification Program Vouchers. New York State has also applied for an additional 2,450 Fair Share Vouchers in the December 13, 2000 NOFA.

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

The State of New York recognizes the additional statutory requirements located at Section 105 (b) (11) and Section 105 (g) of the CHAS statute, as amended by the 1998 Appropriations Act. Although it must be recognized that these additional requirements place considerable unique burdens on a state with 207 Public Housing Authorities, the State of New York intends to comply with these additional requirements by conducting outreach consultations to the PHAs during Program Year 2001 to determine the needs of the PHAs and to identify ways in which the State can assist as the State prepares its appropriate response.

14. Other Information Required by HUD

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

Attachments

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

- A. Organizational Chart
- B. FY 2001 Five-Year Plan Statement of Progress
- C. Section 8 Homeownership Capacity Statement
- D. Resident Membership of the PHA Resident Advisory Board

A. Organizational Structure Chart
NYS DHCR Statewide Section 8 Program
For Fiscal Year 2001

I. Joseph B. Lynch, Commissioner

II. Otis M. Jones, Deputy Commissioner for Housing Operations

III. Alan L. Smith, Assistant Commissioner for Section 8

A. Statewide Section 8 Coordinator

1. 1 Senior Program Representative
2. 2 Program Representatives
3. 1 Data Base Specialist
4. 1 Administrative Assistant
5. 1 Support Staff

B. Local Administrators Network - 52 Local/County Programs

C. Fiscal Manager

D. Statewide FSS Coordinator

E. Special Assistant

F. Secretary

B. Five-Year Plan Statement of Progress

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

2000 PHA Goals

- A. Expand the supply of assisted housing by

1. Applying for additional rental vouchers:

FY 2001 Update: NYS DHCR has applied for and was awarded funding of 1,925 Fair Share Vouchers, 75 Mainstream vouchers and 60 FUP vouchers. DHCR also applied for an additional 2,450 Fair Share vouchers in the FY 2001 NOFA.

- B. Improve the quality of Assisted Housing

1. Improve Voucher Management (SEMAP Scores)

DHCR completed SEMAP Audits in our 53 county programs. Further opportunities to help Local Administrators improve SEMAP scores included the hiring of 2 new program representatives and providing hands-on assistance to LAs with low performance ratings. AN emphasis on SEMAP will be conducted during the annual training conference in May 2001.

2. Increase Customer Satisfaction

Provided LAs will on-going training opportunities on various program areas and enhancing the quality of information to Section 8 tenants.

- C. Increase Assisted Housing Choices

1. Provide Mobility Counseling

DHCR will continue to conduct outreach to potential voucher landlords

2. Implement Voucher Homeownership Program

DHCR has conducted a demonstration homeownership program with our Suffolk County LA and will open up the program to other interested LAs in the near future. We are still assessing the

interest levels of our county programs.

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

- A. PHA Goal: Provide an improved living environment
1. Improve housing opportunities by encouraging families to find units outside of poverty, minority, and/or ethnic concentration areas.
DHCR has continued to support the efforts of our Enhanced Section 8 Outreach Program (ESOP) in their efforts to place tenants non-impacted areas of Yonkers and Westchester County.

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

1. Increase the number and percentage of employed persons in assisted families:
Since 1998, DHCR has increased the number of its FSS participants to our current number of 1,259.
2. Provide or attract supportive services to improve assistance recipients' employability
DHCR and its local FSS coordinators have continually worked with local jurisdictions to obtain counseling, training and employment services with local service organizations.

IV. HUD Strategic Goal: Ensure Equal Opportunity in Housing for All Americans

DHCR has continually and will continue to implement the following PHA Goals:

1. Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status and disability.
2. Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability.
3. Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.

C. Section 8 Homeownership Capacity Statement

Capacity of the PHA to Administer a Section 8 Homeownership Program

The PHA has demonstrated its capacity to administer the program by (select all that apply):

Establishing a minimum homeowner down payment requirement of at least 3 percent and requiring that at least 1 percent of the down payment comes from the family's resources

Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards

Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

D. Resident Membership of the PHA Resident Advisory Board

<u>Name</u>	<u>Method of Selection</u>	<u>Term of Office</u>
Susan Bard	Appointed	On-going
Tammy Cortes	Appointed	On-going
Matthew Davis	Appointed	On-going
Cindy McWilliams	Appointed	On-going
Susan Quay	Appointed	On-going
Toni Rodgers	Appointed	On-going
Sandra Spearance	Appointed	On-going
Lisa Volo	Appointed	On-going
Linda Williamson	Appointed	On-going