

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

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Cuyahoga Metropolitan Housing Authority

# Public Housing Agency Plan

5 Year Plan for Fiscal Years 2001 - 2005  
Annual Plan for Fiscal Year 2001

Amended April 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:** Cuyahoga Metropolitan Housing Authority

**PHA Number:** OH 12P-003

**PHA Fiscal Year Beginning:** 1/2001

**Public Access to Information**

**Information regarding any activities outlined in this plan can be obtained by contacting:**

- Main administrative office of the PHA  
1441 West 25<sup>th</sup> Street  
Cleveland, Ohio  
Contact: Scott Pollock (216-348-5911)
- 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:

- 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)

PHA Plan Supporting Documents are available for inspection at:

- Main business office of the PHA
- PHA development management offices – Admissions and Continued Occupancy Policy (ACOP), including revised Dwelling Lease and Grievance Procedure
- Other (list below)



**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:

To provide safe, decent, sanitary housing for eligible residents of Cuyahoga County. Embodied in this mission is a five-year goal of affordability meeting the housing needs of CMHA-eligible residents in a manner which will:

- a) Standardize high occupancy rates with tenants whose housing needs are being fulfilled with a high degree of tenant satisfaction.
- b) Retain current, and attract potential residents with a sufficient occupancy period to enable them to become self-sufficient.
- c) Motivate tenants to improve their housing environment according to their own individual abilities.
- d) Secure continued advocacy and support of the business community, charitable organizations and governmental agencies for resident benefits.
- e) Foster optimum, total community support systems such as those exemplified by drug abuse prevention, education and treatment programs.
- f) Assist in the development of an exemplary educational system servicing CMHA residents.

Goals

- 1. Police protection of our residents.
- 2. Timely and quality maintenance response.
- 3. Choosing better neighbors (enhance screening).
- 4. Social service intervention, i.e., Miracle Village, Health Services, Dental Van, etc.
- 5. Economic empowerment through job opportunity.

## **B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
  - Apply for additional rental vouchers:
    - Maximum of 750 per year based on needs and availability
  - Reduce public housing vacancies:
    - Implement a plan to reduce vacancy rate, adjusted for modernization, to 8% in 2000 and 5% in 2001
    - Maintain 3% vacancy rate, adjusted for modernization, for 2002-2004
  - Leverage private or other public funds to create additional housing opportunities:
    - Initial Tax Credit Development Project submission in 2001
    - Initial Tax Credit Project Completion within 2 years of award
    - Continuing sponsorship/intermediary for project based affordable housing development and preservation
  - Acquire or build units or developments:
    - Affordable Homeownership Program study in 2000
    - Homeownership sales of 10 dwelling units in 2001
    - Ongoing homeownership program of 15-25 dwelling units in each year 2002-2004
  - Other:
    - HOPE VI application submission in 2001
    - Achieve/maintain 98% Section 8 program lease-up rate in years 2000-2004
    - Landlord outreach to support deconcentration of tenant based program
  
- PHA Goal: Improve the quality of assisted housing  
Objectives:

- Improve public housing management:  
Achieve/Maintain above average PHAS score as measured among the largest 30 Authorities
- Improve voucher management:  
Achieve/Maintain standard performance level as measured by SEMAP scoring
- Increase customer satisfaction:  
Maintain above average resident satisfaction score as measured among the 30 largest PHA PHAS scores for that indicator
- Concentrate on efforts to improve specific management functions:  
Address all PHAS/SEMAP deficient indicators within one year or in accordance to a timeline specified in a corrective action plan
- Renovate or modernize public housing units:  
Revitalization of public housing stock completed for (3) existing HOPE VI projects by 2004  
Evaluate housing stock as part of Asset Management study in 2001
- Demolish or dispose of obsolete public housing:  
Timely completion of four planned demolition projects  
Housing Stock Conversion Assessment in 2001
- Provide replacement public housing:  
Tax credit development and homeownership initiatives during years 2001-2004  
Project based voucher program needs analysis and feasibility study completing by 2000
- Provide replacement vouchers:  
Continue to effectively administer replacement housing and enforcement action voucher program
- Other: (list below)

PHA Goal: Increase assisted housing choices  
Objectives:

- Provide voucher mobility counseling:  
Apply for mobility vouchers, if offered  
Earn SEMAP Deconcentration "bonus status" for 2001-2004
- Conduct outreach efforts to potential voucher landlords  
Develop a Section 8 marketing plan in collaboration with the Northern Ohio Apartments Association (NOAA) in 2000

- Effective implementation of interactive landlord/unit data base web site  
2000-2004
- Increase voucher payment standards
  - Refine payment standard to take advantage of PHA flexibility provided by QHWRA during 2000
  - Annual assessment and revisions in each year 2001-2004
  - Annual reporting of payment standards and rent burden beginning in 2000
- Implement voucher homeownership program:
  - Feasibility study in 2001
- Implement public housing or other homeownership programs:
  - See PHA goals for "Expanding supply of assisted housing"
- Implement public housing site-based waiting lists:
  - Completed plan and implementation in 2000 (See Annual Plan Section 3: Policies on Eligibility, Selection and Admissions)
- Convert public housing to vouchers:
  - Complete Housing Conversion Assessment (Section 22 & 33) by 10/2001
  - Implement results of Housing Conversion Assessment beginning 10/2001
- Other:
  - Develop plan for replacement of housing conversion per "hard replacement" local policy

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

- PHA Goal: Provide an improved living environment
  - Objectives:
    - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
      - Establish goal setting and annual performance measurement system in accordance with HUD Final Rule
      - Implementation in 2001-2004
    - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
      - Provide assessment, incentive awareness and referral services to under/unemployed new admissions
    - Implement public housing security improvements:
      - Comprehensive security improvement study and plan by 2000

Plan implementation and performance measurement system during 2001-2004

- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)

Designated housing study and plan during 2000

Plan approval and implementation during 2001

- Other:

Implement measures to deconcentrate poverty through prioritized focus on the lowest income developments by increasing average household incomes of existing families (2 sites per year)

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:  
Working family preference and ceiling rent incentives by 2000

Meet Section 3 program resident opportunity goals during 2000-2004

- Provide or attract supportive services to improve assistance recipients' employability:

Maintain and strengthen existing supportive service relationships

Effective implementation of public housing Self Sufficiency and Jobs Plus Programs during 2000-2001

- Provide or attract supportive services to increase independence for the elderly or families with disabilities.

Assess comprehensiveness and satisfaction with existing supportive services network during 2000

Enter into agreements to fill identified service gaps during 2001-2004

Implement referral monitoring and outcome reporting system during 2001-2004

- Other: (list below)

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
  - Maintain existing relationships and encourage coordination of fair housing and equal opportunity agencies
  - Develop plan and implement actions to address impediments to fair housing findings during 2000-2004 (see Attachment J)
- 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:
  - Assess living environment suitability at each development in accordance with protected categories 2000
  - Develop suitable living environment plans for each development
  - Implement plans and measure performance 2001
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
  - Quantify and qualify accessible housing stock supply within the Authority 2000
  - Quantify and qualify accessible housing stock demand 2000
  - Identify internal and external resources to fill demand 2001
  - Maintain on-going program and progress reporting 2002-4
- Other: (list below)

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

**Annual PHA Plan**  
**PHA Fiscal Year 2001**

[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

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

[24 CFR Part 903.7 9 (r)]

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.

This Executive Summary contains a brief overview of the information that the PHA is submitting in its Annual Plan, and relates the Annual Plan programs and activities to the PHA's mission and goals as described in the 5-year plan. The final Plan was prepared in collaboration with a Resident Advisory Board comprised of Public Housing and Section 8 program participants. Their participation and comments are documented in Attachment G. A draft of this plan was made available for public comment, and notice of a Public Hearing was published on August 13, 2000. The Public Hearing was conducted by the Board of Commissioners to obtain comments on September 26, 2000. The final PHA Plan was considered and adopted by the CMHA Board of Commissioners on November 1, 2000.

The Cuyahoga Metropolitan Housing Authority (CMHA) is a large public housing authority serving the housing needs of low, very low, and extremely low-income families within the County of Cuyahoga. CMHA is a standard performing housing authority that provides over 9,200 units of public housing and almost 9,000 units of tenant based assistance. Based on these factors, this document provides a response to the full range of sections included in an Annual Plan submission as specified in the Table of Contents.

Our *Housing Needs* analysis in conjunction with the provisions set out in the Quality Housing and Work Responsibility Act (QHWRA) provides the basis for our Agency Plan (i.e., 5-year and Annual Plan). The needs analysis relied heavily on the Consolidated Plans submitted by entitlement cities within our jurisdiction. A summary of the needs analysis is presented in the next paragraphs.

Cuyahoga County is unique in that there is a housing consortium comprised of 46 communities that have joined forces in analyzing their housing needs to be combined into one Consolidated Plan, which also includes information for the jurisdictions of Cleveland Heights, Euclid, Lakewood, and Parma. The City of Cleveland and the City of East Cleveland are not part of the consortium.

As demonstrated in the housing needs tables presented in Section 1 of the Annual Plan, Cleveland and East Cleveland renters have a great cost burden in regards to housing affordability. In Cleveland, 73% of renters earning less than 30% AMI pay more than 30% of income for rent and utilities. In East Cleveland, 83% of renters earning less than 30% AMI pay more than 30% income for rent and utilities. In the Cuyahoga Urban County, which is comprised of suburbs with population in higher tax brackets, 78% of its renters earning less than 30% AMI paying more than 30% of income for rent and utilities.

While there does not appear to be a major issue with the supply of rental units in the County, affordability and quality is a serious concern. Cuyahoga County's housing stock, particularly those within the inner-ring suburbs, is aging. The quality of rental housing is often poor. The housing needs study also indicates that families with disabilities have a reduced supply of accessible units. Elderly families have a need for assisted and supportive services rental units.

Impediments to fair housing were also considered in our assessment of housing needs. In this regard CMHA has prepared a strategy to align its programs to address identified impediments. (See Attachment J)

*Financial Resources* are estimated at about \$235 million to serve the housing needs of Cuyahoga County for FY 2001. The majority of these funds are used to serve eligible families and maintain the public housing stock. It is important to note that, of the total funds reported, over \$37 million (i.e., FY2001 Drug Elimination and Capital Fund) resources are not available until the 3<sup>rd</sup> quarter of the fiscal year.

CMHA will use approximately \$96 million to provide housing assistance to eligible families. Of that amount, about \$42 million is received from HUD as public housing subsidy and \$54 million is used for Section 8 assisted housing subsidies. Another \$11 million in rent payments are collected annually from public housing families.

CMHA has about \$4.8 million available to provide social services, which includes job training, public housing drug and crime prevention supportive services, and security and safety programs. Approximately \$1.4 million is available to support three transitional housing programs housed within CMHA.

CMHA's largest single funding category is for existing housing stock revitalization and modernization. Approximately \$107 million will be available for capital improvements, revitalization and modernization efforts.

*Policies on Eligibility, Selection and Admissions* are detailed in Section 3 of the Annual Plan. They are based on our analysis of community needs and the requirements of the Quality Housing and Work Responsibility Act (QHWRA) of 1998, which are incorporated into a new Admissions and Continued Occupancy Policy (ACOP) and a revised Dwelling Lease. It also includes a Pet Policy and plans for establishing site-based waiting lists for highrise and elderly properties, and Designated Housing plan at 14 highrise estates for the elderly and near-elderly. CHMA plans to attain or surpass the QHWRA income targeting requirements of ensuring that 40% of new public housing occupancy and 75% of Section 8 new admissions will be given to families with incomes at or below 30% of the average median income for the jurisdiction.

CMHA attained its highest level of Section 8 occupancy and now serves over 8,700 families. The Section 8 waiting list was opened for the first time in 5 years in late 1999, which resulted in adding 6,000 new families to the waiting list. In addition, CMHA expects to support this enrollment through the expansion of its existing program size to subsidize 8,800 units, plus an additional 700 Welfare to Work vouchers that will have been issued in 2000.

*Rent Determination Policies* for the Public Housing and Section 8 program have been revised to meet the requirements of QHWRA, and are also reflected in the new Admissions and Continued Occupancy Policy (ACOP). CMHA has maintained its minimum rent policy for public housing at \$25 per month and has revised its minimum rent policy to accommodate "hardship" conditions as prescribed by QHWRA. The Section 8 program will maintain its \$0 minimum rent policy in consideration of affordability comments made by supportive service and fair housing advocates. The Authority will extend its public housing ceiling rent policy through the year 2001 while studying a program for charging flat rents. Importantly, the Authority will implement mandatory exclusions from adjusted income determination for employment and increases in earned income.

*Operations and Management Policies* for the Public Housing program continue to be reviewed and revised. The Section 8 Program has revised its Administrative Plan to implement QHWRA requirements and efficiencies necessary to attain its stated 5-year plan occupancy and performance goals.

CMHA's organizational structure is expected to remain relatively unchanged. Considerable focus will continue to be placed on improved customer satisfaction, and filling the expected 2,000 units that will become available as a result of program turnover in the Section 8 and public housing programs.

*Grievance Procedures* for the public housing and Section 8 programs are available as supporting documents to this Agency Plan. Public Housing grievance procedures are part of the new Admissions and Continued Occupancy Policy (ACOP), and Section 8 grievance procedures are contained in its Administrative Plan.

*Capital Improvement Needs* for the Authority's public housing stock address both the annual and long term modernization plan to provide safe and decent public housing for eligible families. Due to fiscal year timing differences, CMHA will be funding most of its capital improvement activities during 2001 with FY2000 and prior year Capital Fund Program funds. Funds identified for FY2001 are based on the FY2000 grant amount, and have been reviewed by residents and management. Past practice would dictate that they will be authorized by HUD in the 3<sup>rd</sup> quarter of 2001.

Approximately \$50 million of HOPE VI revitalization funds remain for Outhwaite/King-Kennedy, Carver Park and Riverview/Lakeview estates. The Authority will complete the Outhwaite/King-Kennedy project in the plan year. Development Plans have been conditionally approved for the remaining two projects. Project revitalization includes demolition, replacement housing, renovation, and homeownership. CMHA expects to apply for additional HOPE VI funding in 2001.

HUD has approved *Demolition and Disposition* applications for Carver Park, Outhwaite, and King Kennedy North. The 135 units at Riverview were demolished in 2000. CMHA has submitted an application to demolish 6 of 12 townhouses at its Union Square (Harvard and E.113<sup>th</sup>) site.

*Designation of Housing* is planned for implementation by 2001. A Plan will be submitted to HUD in November 2000 to designate fourteen (14) highrise and elderly estates for Elderly (age 62+) and Near-Elderly (age 50-61) residents only.

The Authority was not required to convert public housing stock as a result of section 202 finding in 1996. CMHA intends to complete a study to determine the viability of each of its existing developments in accordance with QHWRA *Conversions of Public Housing* requirements. The plan will be completed by October 2001 as required by statute.

CMHA first implemented a Turnkey III *Homeownership* program in 1971. Through 1999, 284 homes have been sold under that program which leaves 65 homes to be sold. The Authority will develop a homeownership program in 2001 to address a housing need identified in our housing needs analysis.

*Community Service Programs* are an integral part of CMHA's efforts to empower its residents to attain and sustain self-sufficiency while living in healthy communities. Programs are designed to provide residents with access to supportive services and resources needed to develop and maintain lifestyles that are economically secure. Programs range from home day care for children to supportive housing for seniors and disabled. Working with diverse community resources, job training/placement, family and children services, educational enrichment, recreation, crime prevention, and substance abuse support are among the many services to residents. The primary goal is to support families making the transition from welfare to work and assist others to maintain healthy lifestyles.

A critical part of CMHA's supportive service and self-sufficiency programs are Memorandums of Agreement (MOA) with County and City agencies to coordinate service delivery. A MOA is being secured with the Cuyahoga Department of Health and Human Resources, which oversees the Cuyahoga Work and Training Agency, Adult and Senior Protective Services, Children and Family Services, and Health and Nutrition. An additional MOA will be sought from the Department of Personnel and Human Resources for the City of Cleveland. CMHA has a MOA with the Cleveland Municipal Schools to provide GED training for its residents.

Another important aspect of the community service program is compliance with specific QHWRA requirements. The first is becoming compliant with the income changes for welfare recipients as required by QHWRA, which CMHA has addressed through modification of its income definition in the revised Admissions and Occupancy Plan (ACOP) and Section 8 Administrative Plan. The relevant sections will be modified to exclude the decreasing of tenant payments as a result of welfare fraud, and failure to comply with participation requirement of a self-sufficiency program. The second is complying with the community service requirement, which will require most non-working adult residents to perform at least 8 hours/month of community service (outlined in Attachment C).

*Crime and Safety* is a key component of CMHA's housing strategy. CMHA is one of only 11 housing authorities in the country with its own police force. The CMHA Police Department was fully accredited March 21, 1998. The CMHA Police Department participates in law enforcement, prevention and intervention programming. Divisions of operation include Narcotics, Swat Unit, Forfeiture, Property Unit, K-9 unit, Community Policing, Youth Gang/Juvenile unit, Patrol divisions, Internal Affairs and Safety Management. The operating protocol has been developed between the City of Cleveland Police Department and CMHA Police Department. The city provides baseline services to CMHA communities.

CMHA received \$2,500,000 in PHDEP funding in the past year. PHDEP funding during the 1990s has resulted in a better living environment for CMHA residents. The increase in crime and safety programs funded by PHDEP has caused a marked decrease in calls to police since the early 1990s. Drug activity continues to be a serious problem to the community and this next year will focus on ongoing security measures to decrease drug activities, such as

surveillance management (slow scan camera system), community police units, mini stations, the Police Activity League and resident Safety Committees and social services referrals. CMHA has also partnered with many community resources to provide prevention and intervention programs for residents.

A policy for *Pet Ownership* is a QHWRA requirement. CMHA currently has a Pet Ownership Policy for highrise/elderly properties that will be adopted for the family estates. It is included in the new Admissions and Continued Occupancy Policy (ACOP), and is summarized in attachment K.

*Civil Rights Certification* is included with CMHA Plan Certifications.

CMHA *Annual Audit* of the period ended December 31, 1999 was completed in September 2000, and submitted to the local HUD Office. It will be available for review as supporting documentation to this Annual Plan.

*Asset Management* is delineated in this Annual Plan and supporting documentation to this plan. Refer to Section 5 for operations and management policies, Section 7 for Capital Improvement Plans, and Section 8 for our demolition plans. Sections 10 and 11 discuss our plan for housing stock conversion and homeownership.

*Other Information* contained in the Agency Plan includes our confirmation to Resident Advisory Board participation; Certifications of Consistency with the Consolidated Plans of the Cuyahoga Urban County, City of Cleveland, and the City of East Cleveland; and a brief summary of the progress in meeting the goals and objectives of the 5-Year Plan.

*Definition of Substantial Deviation and Significant Amendment* is a new section of the Agency Plan, which defines what significant amendments or deviations to the Plan would require resubmission of the Plan.

#### Amendments:

On April 4, 2001, the CMHA Board of Commissioners approved Resolution #65-01, which authorized the adoption of five amendments to the FY2001 PHA Plan. These amendments were subjected to the required review process as public notification was made on February 10 that opened a 45-day review period that concluded with a Public Hearing on March 27. Three comments were received at the Public Hearing, which were all supportive of the five amendments, and there was no opposing testimony. The five amendments were as follows:

- Demolition and Disposition Section: CMHA amended the Demolition Plan for Carver Park by increasing the number of units to be demolished from 409 to 610.

- Demolition and Disposition Section: CMHA added a Disposition Plan for Carver Park to convey vacant land to the Friendly Inn to build a new community center.
- Statement of Housing Needs Section: CMHA changed its position to “yes” on opening the Section 8 Waiting List during 2001.
- PHA Policies Governing Eligibility, Selection, and Admissions Section: CMHA changed the Section 8 Admissions Preferences to include preferences extended to Gateway referrals, and certain families in the Moderate Rehabilitation program.
- Required Attachment Section: CMHA added attachment “O” as the required statement needed to initiate a Section 8 Project-Based Voucher program in 2001.

## **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.

### Required Attachments:

- A: Admissions Policy for Deconcentration
- B: FY2001 Capital Fund Program Annual Statement (oh003b01)
- C: Implementation of Public Housing Resident Community Service Requirements
- K: Pet Policy
- L: Progress Statement of Goals and Objectives
- M: Resident Membership of the PHA Governing Board
- N: Membership of the Resident Advisory Board
- O: Section 8 Project-Based Vouchers
  
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

### Optional Attachments:

- D: PHA Management Organizational Chart (oh003d01)
- E: FY2001 Capital Fund Program 5 Year Action Plan (oh003e01)
- F: FY2001 Public Housing Drug Elimination Program (PHDEP) Plan (oh003f01)
- G: Comments of Resident Advisory Board or Boards (oh003g01)
  
- Other (List below, providing each attachment name)
  - H: Resident Survey Follow-up Plan (oh003h01)
  - I: Public Comments and Response (oh003i01)
  - J: Impediments to Fair Housing Strategy

## Supporting Documents Available for Review

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
Attachment J	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
N/A Required for Troubled Agencies	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and Continued Occupancy Policy (ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing	Annual Plan: Rent Determination

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	A & O Policy (PHA will use ceiling rents as flat rents)	
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
*N/A CIAP program completed	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
Attachment E	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment	Annual Plan: Capital Needs
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program	Annual Plan:

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	<input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
Attachment F	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
*N/A PHA not Troubled	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) (list individually; use as many lines as necessary)	(see below)
X	Public Housing Affirmative Marketing Plan	
X	CMHA Replacement Housing Policy	

\* N/A – Not applicable to CMHA's Agency Plan

# 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.

Cuyahoga County (entire service area) Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	46,957						
Income >30% but <=50% of AMI	21,223	Housing needs of Cuyahoga County are categorized and quantified within Consolidated Planning Jurisdictions. See tables that follow.					
Income >50% but <80% of AMI	14,417						
Elderly	24,899						
Families with Disabilities	N/A						
White	45,199						
Black	36,979						
Hispanic	2,839						
Other races	1,439						

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

Consolidated Plan of the Jurisdiction/s

Indicate year:

- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset: 1990
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

<b>Cleveland Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	33,845	5	5	4	2	3	2
Income >30% but <=50% of AMI	9,377	4	4	3	2	3	2
Income >50% but <80% of AMI	3,865	3	3	2	2	3	2
Elderly	9,643	3	2	3	3	1	2
Families with Disabilities	N/A	N/A	4	4	4	2	4
White	17,878	3	3	3	2	3	2
Black	27,146	4	4	4	2	3	2
Hispanic	2,464	4	4	4	2	3	2
Other Races	647	4	4	4	2	3	2

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

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

- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset: 1990
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

<b>Cuyahoga Consortium Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	6,766	4	4	3	2	2	2
Income >30% but <=50% of AMI	7,361	3	3	3	2	3	2
Income >50% but <80% of AMI	12,833	2	2	3	2	4	2
Elderly	11,287	2	3	3	2	1	2
Families with Disabilities	N/A	2	4	3	4	1	3
White	72%	2	2	3	2	2	2
Black	26%	2	2	3	2	2	2
Other races	2%	2	2	3	2	2	2

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

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

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

<b>East Cleveland Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	2,660	4	2	4	1	2	2
Income >30% but <=50% of AMI	1,107	4	2	4	1	2	2
Income >50% but <80% of AMI	425	3	2	4	1	2	2
Elderly	679	3	3	3	1	1	2
Families with Disabilities	N/A	2	4	3	3	1	2
White	226	3	2	4	N/A	2	2
Black	3,922	3	2	4	N/A	2	2
Hispanic	25	3	2	4	N/A	2	2
Race/Other	31	3	2	4	N/A	2	2

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 1998
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset: 1990
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

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

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

<b>Housing Needs of Families on the Waiting List</b> (Analysis based on 8/1/00 Wait List)			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> <b>Section 8 tenant-based assistance</b>			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	4,300		900
Extremely low income <=30% AMI	3,440	80%	
Very low income (>30% but <=50% AMI)	774	18%	
Low income (>50% but <80% AMI)	86	2%	
Families with children	2,924	68%	
Elderly families	387	1%	
Families with Disabilities	774	18%	
Black	4,042	94%	
White	215	5%	
Other	43	1%	
Characteristics by Bedroom Size (Public Housing Only)	Not Applicable for Section 8 Programs		
1BR			
2 BR			

<b>Housing Needs of Families on the Waiting List</b> (Analysis based on 8/1/00 Wait List)			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 10 (since 11/99)			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Supportive Service Referrals			

<b>Housing Needs of Families on the Waiting List</b> Source: 8/1/00 Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> <b>Public Housing</b>			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	4,925		1,200
Extremely low income <=30% AMI	4,098	83%	
Very low income (>30% but <=50% AMI)	714	15%	
Low income (>50% but <80% AMI)	113	2%	
Families with children	2,865	58%	
Elderly families	214	4%	
Families with Disabilities	542	11%	
White	591	12%	

<b>Housing Needs of Families on the Waiting List</b>			
Source: 8/1/00 Waiting List			
Black	3,455	70%	
Native American, Alaskan	4	0%	
Asian Pac/Hispanic	74	2%	
Other	801	16%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	1858	38%	584
2 BR	1285	26%	314
3 BR	1641	33%	214
4 BR	114	2%	82
5 BR	21	1%	4
5+ BR	6	0%	2
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

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 (if funding becomes available)
- 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 (i.e., 40% of admissions to families at or below 30%)
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance (i.e., ensure adherence to requirement of targeting 75% of new admissions to families at or below 30%)
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)  
Under the *Banks v. Perk* Consent Order filed in 1983, CMHA submitted an affirmative marketing plan to encourage and promote integration of CMHA's new and old housing units.

**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:  
Partnerships with fair housing advocates to assist in affirmatively furthering fair housing.

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

**(2) Reasons for Selecting Strategies**

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

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



## 2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses (Estimated)</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY2001 grants)</b>		
a) Public Housing Operating Fund	41,800,000	
b) Public Housing Capital Fund	34,441,000	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	54,400,000	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	2,447,000	
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
Replacement Housing	1,092,000	
<b>Total</b>	<b>134,180,000</b>	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>	<b>As of 6/30/00</b>	
Public Housing Capital Fund	20,762,000	Capital Improvements
Replacement Housing Fund	2,106,000	
HOPE VI	50,152,000	Neighborhood Revitalization
Homeownership	532,000	Affordable homeownership
Public Housing Drug Elimination Program (PHDEP)	3,344,000	Supportive services, Safety and Security

<b>Financial Resources: Planned Sources and Uses (Estimated)</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
Youth Apprenticeship	142,000	Expand Job Opportunities
Urban Youth Corps Grant	44,000	Safety and Security
Economic Development Self Sufficiency Grant	887,000	Supportive Services and Job Opportunity
Transitional Housing	545,000	Shelter and Supportive Services
City of Cleveland	133,000	Youth Employment Training
Cuyahoga County - Office of Homeless	613,000	Shelter and Supportive Services
Cuyahoga County – Board of Commissioners	262,000	Shelter and Supportive Services
HUD Service Coordinators Grant	230,000	Services for Elderly and Disabled
Total	69,752,000	
<b>3. Public Housing Dwelling Rental Income</b>		
Section 8 New Construction Projects	3,863,000	Subsidized Housing
Public Housing Dwelling Income	11,400,000	Tenant Payments
<b>4. Other income (list below)</b>		
Section 8 Administrative Fees	5,600,000	Housing Operations
<b>5. Non-federal sources (list below)</b>		
Interest	700,000	Housing Operations
<b>Total resources</b>	<b>235,495,000</b>	

(Note: All Federal Grants for FY2001 are estimated based upon FY2000 levels)

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

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

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

##### **(1) Eligibility**

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

- When families are within a certain number of being offered a unit: (100-200 depending on the bedroom size)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (utility payment history)

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

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

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

##### **(2)Waiting List Organization**

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

- Community-wide list
- Sub-jurisdictional lists (Oakwood Village)
- Site-based waiting lists (all high-rise/elderly properties and 3 HOPE VI sites)
- Other (describe)

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

- PHA main administrative office annex on 2711 Church Street
- PHA development site management office (for high-rise/elderly properties)

Other (list below)

Carl B. Stokes Social Services Mall at 6001 Woodland Avenue

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

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

Twenty-nine (29): 26 High rises/elderly sites and 3 HOPE VI sites

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

If yes, how many lists? 29

3.  Yes  No: May families be on more than one list simultaneously

If yes, how many lists? As many as desired (no set limit)

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

- PHA main administrative office annex on 2711 Church Street
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

### **(3) Assignment**

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

- One to bottom of list
- Two
- Three

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

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

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

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

- Victims of reprisals or hate crimes
- Other preference(s):  
Successful completion of a residential substance abuse treatment program

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

Date and Time: Tie breaker

Former Federal preferences:

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

Other preferences (select all that apply)

- 1 Working families and those unable to work because of age or disability
- 1 Veterans and veterans’ families
- Residents who live and/or work in the jurisdiction
- 1 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):  
Successful completion of a residential substance abuse treatment program

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

- The PHA-resident lease

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

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

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

**(6) Deconcentration and Income Mixing**

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

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

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

- Adoption of site-based waiting lists  
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments  
If selected, list targeted developments below:
- Other (list policies and developments targeted below)

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

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

- Additional affirmative marketing
- Actions to improve the marketability of certain developments

- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration and income-mixing
- Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

## B. Section 8

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

### (1) Eligibility

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

- 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)  
previous addresses and landlords only

**(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)

Only when the waiting list is open may an interested person apply. Selection for the waiting list is made through a lottery process. A public notice advises of the opening of the waiting list.

**(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:

Due to the tight housing rental market and the demand for 2 and 3 bedroom units, applicants are given the entire 120 days to search for a unit. Initially, 90 days are given. If the applicant has not located housing after 90 days, special briefing sessions are held and a 30 day extension is provided, totaling 120 days.

**(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) (list below)
  - Families participating in the Moderate Rehabilitation program who must relocate because the family is underhoused or has a disabled member and there are no Moderate Rehabilitation units in the appropriate size or type.
  - Referrals from the Gateway program for special needs families.

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

3 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

**(5) Special Purpose Section 8 Assistance Programs**

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

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

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

- Through published notices
- Other (list below)

## **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

### **A. Public Housing**

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

#### **(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

Loss of eligibility for a federal, state, or local cash assistance benefit program;  
Delayed eligibility determination for a federal, state, or local cash assistance benefit program;  
Loss of income;  
Potential of eviction due to family's inability to pay rent;  
Death in the nuclear family.

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

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

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

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

- For the earned income of a previously unemployed household member  
As defined under QHWRA Section 508(d) Disallowance of Earned Income from Rent Determinations
- For increases in earned income  
As defined under QHWRA Section 508(d) Disallowance of Earned Income from Rent Determinations
- Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:
- Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:
- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)  
Child care expenses (not to exceed \$600 annually) to seek employment.

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

- Never for earned income
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount (\$2500)
- Other (list below)  
Family composition when it occurs

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

**(2) Flat Rents**

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

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

## B. Section 8 Tenant-Based Assistance

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

### (1) Payment Standards

Describe the voucher payment standards and policies .

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)
- At or above 100% and up to 120% of FMR where HUD area exception rents have been approved

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)  
Deconcentration opportunities

**(2) Minimum Rent**

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

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

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

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is included as Attachment C
- A brief description of the management structure and organization of the PHA follows:

### **B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	9,264 units	1,200
Section 8 Vouchers	8,811 units	900
Section 8 Certificates		
Section 8 Mod Rehab	719 units	27
Special Purpose Section 8 Certificates/Vouchers (list individually)	700 – Welfare to Work 200 – Disabled Funding	70
Public Housing Drug Elimination Program (PHDEP)	9,264 units	N/A
Other Federal Programs		
Family Self Sufficiency	200 families	
Jobs Plus Wood Hill Homes	61 families	N/A
Youth & Violence Prevention	9,264 units	N/A
Transitional Families	135 families	50
Turnkey 3	65 units	5
Section 8 New Construction	569	60

### **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)

Admissions and Continued Occupancy Plan

Rent Collection Procedures

Maintenance Plan

(2) Section 8 Management: (list below)

Section 8 Administrative Plan

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

### **A. Public Housing**

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office: 1441 West 25<sup>th</sup> Street  
 PHA development management offices  
 Other (list below)

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

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office  
 Other (list below)

Section 8:

CMHA Section 8 Dept  
2711 Church Street  
Cleveland OH 44113

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

### **A. Capital Fund Activities**

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

#### **(1) Capital Fund Program Annual Statement**

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

Select one:

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

-or-

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

#### **(2) Optional 5-Year Action Plan**

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

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

b. If yes to question a, select one:

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

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

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

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

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

1. Development name: King-Kennedy/Outhwaite
2. Development (project) number: OH 318 & OH 303
3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan substantially completed

1. Development name: Carver Park
2. Development (project) number: OH 307
3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

1. Development name: Riverview/Lakeview
2. Development (project): OH 378 & OH 316
3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

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

If yes, list development name/s below:

Valleyview (OH 301)

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

If yes, list developments or activities below:

Riverview – develop mixed finance proposal for first phase of site development.

Carver Park – develop mixed finance proposal and submit financing proposal for off-site replacement housing.

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

If yes, list developments or activities below:

King Kennedy North – procure developer for on-site development.

## 8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

### 2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Carver Park 1b. Development (project) number: OH 307
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (10/07/97)
5. Number of units affected: 102 of 409 (Phase 1)
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 12/2000 b. Projected end date of activity: 6/2001

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Carver Park

1b. Development (project) number: OH 307
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(04/06/01)</u>
5. Number of units affected: 201 (phased over 3 years)
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 10/2001 b. Projected end date of activity: 12/2004

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Carver Park 1b. Development (project) number: OH 307
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(04/06/01)</u>
5. Number of units affected: None (vacant land for Community Center)
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 7/2001 b. Projected end date of activity: 12/2003

<b>Demolition/Disposition Activity Description</b>
1a. Development name: King Kennedy North family 1b. Development (project) number: OH 326

2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(08/28/98)</u>
5. Number of units affected: 270 of 454
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 2/2001 b. Projected end date of activity: 8/2001

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Union Square (aka Harvard-East 113th) 1b. Development (project) number: OH 344
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(11/30/99)</u>
5. Number of units affected: 6 of 12 townhouses
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 12/2000 b. Projected end date of activity: 2/2001

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Outhwaite 1b. Development (project) number: OH 303 & 315

<p>2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/></p>
<p>3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/></p>
<p>4. Date application approved, submitted, or planned for submission: <u>(02/24/97)</u></p>
<p>5. Number of units affected: 102 of 886</p>
<p>6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development</p>
<p>7. Timeline for activity: a. Actual or projected start date of activity: 6/2001 b. Projected end date of activity: 12/2001</p>

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

<b>Designation of Public Housing Activity Description</b>	
1a. Development name: See below	
1b. Development (project) number: See below	
2. Designation type:	Occupancy by only the elderly and near-elderly (50 years & above regardless of disability) <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	(11/2000)
5. If approved, will this designation constitute a (select one)	

<input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 2,522 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

Cedar Extension # OH 312  
Scranton Castle # OH 336  
Apthorp # OH 337  
Fairway # OH 377  
Oakwood Villa # OH 354  
Mt. Auburn # OH 339  
Bohn Tower # 342

Riverview Towers # OH 325  
Euclid Beach # OH 352  
King Kennedy North # OH 326  
Lorain Square # OH 340  
Addison Square # OH 334  
Spring Brook Tower # OH 322  
Beachcrest # OH 335

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

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

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

- Units addressed in a pending or approved demolition application (date submitted or approved:
- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: )
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: )
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

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

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

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

[24 CFR Part 903.7 9 (k)]

### **A. Public Housing**

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

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

#### 2. Activity Description

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

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: Turnkey III Scattered Sites
1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input checked="" type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input checked="" type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (01/04/71)
5. Number of units affected: Total 349/ Remaining 65
6. Coverage of action: (select one) <input type="checkbox"/> Part of the development

## B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

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

[24 CFR Part 903.79 (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 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? 08/04/98 Jobs Plus and 04/27/99 for Welfare to Work.

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

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

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

#### **(1) General**

##### a. Self-Sufficiency Policies

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

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

Other policies (list below)

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. )

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<b><i>Employment</i></b>				
Job Training/Placement	80	Self select	Vocational Guidance Service/ROCI	Public Housing residents
Job Readiness	600	TANF Recipients	ROCI	Public Housing residents
GED Classes/Computer Training	350	Self select	- Cleveland Municipal Schools - Urban League	Public Housing residents: Woodhill, Carver Park, Valleyview
Job Training/Placement	36	HOPE VI residents	Walgreens/ROCI	Public Housing Lakeview, Carver Park, Riverview, King Kennedy, Outhwaite
<b><i>Drug Elimination Programs</i></b>				
Substance abuse treatment program for women with children	30	Adult women with children Self select	Miracle Village	Public Housing residents and community
Intensive counseling and ongoing aftercare drug treatment program	60	Adult recover-ing residents Self select	MetroHealth Medical Centers	Public Housing residents
Computer program	150	Adults and children	Friendly Inn Settlement House	Public Housing residents

		Self select		
Home-based school readiness program	100	Parent/Guardians with 3-5 year old children	Home Instructional Program for Preschool Youngsters (HIPPY)	Public Housing residents
Athletic drug prevention program (Midnight Basketball)	60	Self select	City of Cleveland	Public Housing residents
Structured recreational activities (Police Athletic League)	1000	Self select	- CMHA Police - Boys & Girls Club	Public Housing residents
Youth Entrepreneurial Program	40	Ages 12-21 Self select	Resident Empowerment Organization (REO)	Public Housing residents
Substance Abuse Teen Treatment	210	Ages 12-18 Self select	East Cleveland Straight Talk	Public Housing residents
<b><i>CMHA Collaboration</i></b>				
Security and escort services	800	Seniors	Community Re-entry	Public Housing residents
Podiatry services	500	Seniors Self select	Dr. Dwight Scott	Public Housing residents
Drug education and awareness holiday dinners	6000	Ages 3-13	Lighthouse Inc	Public Housing residents
Supportive housing program	69	Frail elderly and Disabled	Benevolent Services Housing Plus /CMHA	Public Housing residents and community
Neighborhood Foster Care	100	Central Area residents Self select	Children and Family Services/ROCI	Public Housing residents
Primary Health Care Clinics	100	Self select	Care Alliance	Public Housing residents
AIDS Prevention and Education	3000	Self select	Project Safe/CMHA	Public Housing residents and community
Healthy CMHA 2000	75	Self select	Cleveland Health Museum	Public Housing residents
Family health and counseling	175	Self select	Beech Brook	Public Housing residents and community
Hunger Center	475	Self select	St. Peter Claver	Public Housing residents and community
Senior services	175	Seniors	- Retired Senior Volunteer Program (RSVP) - ROCI	Public Housing residents and community

Community policing	All residents	Self select	Community Police/ Narcotics Unit	Public Housing residents
<b><i>ROCI Internal Programs</i></b>				
Youth services	1000	Ages 1-18	ROCI	Public Housing residents
Do to the Right Thing	35	Self select High school or college youth 14-18 years of age with a 2.0 GPA	ROCI	Public Housing residents
Toddler Rock	30	Children ages 2-5	Rock & Roll Hall of Fame	Public Housing residents
Social supportive services (Community Resource Advocacy)	1500	Self select and referral	ROCI	Public Housing residents
<b><i>Transitional Housing Programs</i></b>				
Transitional housing for homeless males for at least 30 days	60	Homeless recovering males	Salvation Army (Willson Tower)	Open to community
Transitional housing for single mothers	25	Single mothers 18-25, with maximum of 2 children	Triumph House	Open to community
Bridging the Gap	200	18 yrs. and over	Northeast Ohio Coalition for the Homeless (NEOCH)	Open to Community
Transitional housing for male adults recovering from chemical dependencies	41	Recovering homeless males 18+	Y Haven	Open to community

**(2) Family Self Sufficiency program/s**

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8	202	150 01/07/00

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- 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:

**C. Welfare Benefit Reductions**

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

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

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

Refer to Attachment C: Implementation of Public Housing Resident Community Service Requirement.

### **13. PHA Safety and Crime Prevention Measures**

0[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

Carver Park, Cedar, Garden Valley, Riverside,  
Woodhill, Lakeview, and Valleyview

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

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

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

See PHDEP Report

2. Which developments are most affected?

Carver Park, Cedar, Garden Valley, Riverside,  
Woodhill, Lakeview, and Valleyview

**C. Coordination between PHA and the police**

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

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

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

Carver Park, Cedar, Garden Valley, Riverside,  
Woodhill, Lakeview, and Valleyview

**D. Additional information as required by PHDEP/PHDEP Plan**

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

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

Yes  No: Has the PHA included the PHDEP Plan for FY 2001 in this PHA Plan?

Yes  No: This PHDEP Plan is an Attachment. (Attachment F: FY2001 Public Housing Drug Elimination Program)

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

As a result of QHWRA, tenants of family units are allowed to have pets that meet CMHA policy. CMHA proposes to use the existing Pet Policy, which applies to both highrise/elderly estates and family estates. This policy is in accordance with the Pet Policy Final Rule recently released by HUD, and has been incorporated into and is an attachment to CMHA's new Admissions and Continued Occupancy Policy (ACOP). It is summarized in Attachment K.

## **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?

*There were five findings cited in the FY1999 audit, which remain temporarily unresolved due to the timing issue between the receipt of the Audit (September 2000) and the filing of this Agency Plan (November 2000).*

5.  Yes  No: Have responses to any unresolved findings been submitted to HUD?

*Yes, responses to the five FY1999 audit findings were submitted to HUD on October 19, 2000. For the 1998 Audit Report (received 1/00), CMHA had 29 findings all of which have been responded to with HUD. As of August 2000, 13 of the findings have been closed, and the remaining 16 findings are under review by HUD. CMHA will continue to work on closing 1998 findings while concurrently working to resolve the 1999 findings.*

If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
  
2. What types of asset management activities will the PHA undertake? (select all that apply)
  - Not applicable
  - Private management
  - Development-based accounting
  - Comprehensive stock assessment completed in 2001
  - Other: (list below)
  
3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

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

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

Attached at Attachment G

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)

*The comments of the Resident Advisory Board focused on revisions to a new Admissions and Continued Occupancy Policy (ACOP), which was part of the same public review and Public Hearing process utilized for the PHA Plan. Although none of their comments resulted in any direct changes to the PHA Plan, CMHA did make changes to the ACOP which are summarized in Attachment G.*

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

1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

*Note: The Ohio Revised Code (chapter 3735) requires that “after March 15, 1983, at least one of the board members appointed by the chief executive officer of the most populous city shall be a resident of a dwelling unit owned or managed by the housing authority.”*

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: City of Cleveland, Cuyahoga Urban County, and East Cleveland
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)

Support Rental Housing Need:

- Voucher assistance for special needs population
- 700 Welfare to Work Vouchers
- Tax credit rental housing development
- Landlord outreach and tenant opportunity counseling
- HOPE VI Housing Revitalization
- Modernization of public housing estates

Support Homeless Needs:

- Units provided for Transitional Housing programs

Support Resident Initiatives:

- Reduce risk factors associated with drug use through PHDEP
- Youth violence intervention
- Health services
- Jobs Plus, and other economic self sufficiency programs
- Support of resident involvement activities through PAC
- Training of residents to fill maintenance and management jobs

Support Homeownership Opportunities:

- Second mortgage assistance for Homeownership Zone through HOPE VI program

Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)  
See 2 above.

**D. Other Information Required by HUD**

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

## **19. Definition of “Substantial Deviation” and Significant Amendment or Modification”**

[24 CFR Part 903.7 (r)]

While housing authorities may change or modify their plans and policies described in them, any “significant amendments or modification” to the plan will require the submission of a revised Agency Plan that has met the full public process requirement. CMHA will consider the following actions to be “significant amendments or modifications” with an exception allowed for actions due to changes in HUD regulatory requirements.

- Changes to rent or admissions policies or organization of the waiting list;
- Additions of non-emergency work items (items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund;
- Additions of new activities not included in the current PHDEP Plan; and
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

HUD also requires that housing authorities explain “substantial deviations” from the 5-Year Annual Plan in their Annual Plan. “Substantial deviations” to CMHA’s 5-Year Plan shall consist of the elimination of a goal or objective without being completed or a significant change to a goal or objective, represented by more than a one year change to the completion date or more than a 30% reduction of an objective activity amount.

## Attachments

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

### Certifications:

- PHA Certifications of Compliance with the PHA Plans and Related Regulations
- Board Resolution, Authorizing and Adopting the PHA Plan for FY2001
- Certifications by State and Local Official of PHA Plans Consistency with the Consolidated Plan (HUD50075)
  - Cleveland
  - East Cleveland
  - Cuyahoga Urban County
  - State of Ohio
- Certification for a Drug-Free Workplace (HUD50070)
- Certification of Payments to Influence Federal Transactions (HUD50071)
- Disclosure of Lobbying Activities (Form-LLL)

### Attachments:

- A: Admissions Policy for Deconcentration
- B: FY2001 Capital Fund Program Annual Statement (oh003b01)
- C: Implementation of Public Housing Resident Community Service Requirements
- D: PHA Management Organizational Chart (oh003d01)
- E: FY2001 Capital Fund Program 5 Year Action Plan (oh003e01)
- F: FY2001 Public Housing Drug Elimination Program (PHDEP) Plan (oh003f01)
- G: Comments of Resident Advisory Board or Boards (oh003g01)
- H: Resident Survey Follow-up Plan (oh003h01)
- I: Public Comments and Response (oh003i01)
- J: Impediments to Fair Housing Strategy
- K: Pet Policy
- L: Progress Statement of Goals and Objectives
- M: Resident Membership of the PHA Governing Board
- N: Membership of the Resident Advisory Board
- O: Section 8 Project-Based Vouchers

## **Attachment A**

### **Admissions Policy for Deconcentration**

CMHA will develop a Deconcentration Policy in accordance with the Final Rule, after it is issued by HUD.

**Attachment B**

**FY 2001 Capital Fund Program Annual Statement**

See attached schedules.

(file oh003b01)

## **Attachment C**

### **Implementation of Public Housing Community Service Requirements**

The Cuyahoga Metropolitan Housing Authority (CMHA) will put in place a Community Service Requirement for non-working adult residents who are not in compliance with Ohio Works First/Welfare Reform requirements and do not meet criteria for an exemption. The implementation of the Community Service Plan will be an interdepartmental task. The plan will require residents to work a minimum of 8 hours a month and report their compliance as part of their annual reexamination.

CMHA's Housing Services Department has changed its resident lease and incorporated the community service requirement in the Admissions and Continued Occupancy Policy. Residents will be notified of this requirement in November 2000 and advised on how to proceed to ensure compliance with this new requirement. Residents falling within the non-working classification will be tracked.

Residents will be required to identify their community service work assignments and provide documentation to the Housing Services Department indicating their compliance with the regulation. Individual residents having difficulty identifying work assignments will be referred to CMHA's Resident Opportunities and Community Initiatives Department for assistance. Work assignments will be identified within the housing authority and local community as necessary.

Residents assigned to work in outside agencies by ROCI are covered under CMHA's exiting insurance policies in the event of injury. The liability from CMHA would be transferred to the outside agency through the signing of a release. Separate coverage, however, would have to be secured by CMHA for the Community Service Program.

Memorandums of Agreement (MOA) with County and City agencies to coordinate service delivery will be critical to properly implement the community service requirement. Their assistance will help in identifying residents who no longer have income and are non-working. A MOA is being secured from the Cuyahoga Department of Health and Human Resources, which oversees the Cuyahoga Work and Training Agency, Adult and Senior Protective Services, Children and Family Services, and Health and Nutrition. Additional MOA will be sought from the Departments of Personnel and Human Resources for the City of Cleveland.

The coordination of in-house and community work assignments for residents needing assistance and referrals to supportive services for employment and training assistance will be the responsibility of the ROCI Community Service Coordinator. The Resident Opportunities and

Community Initiatives (ROCI) Department is located in the CMHA Carl B. Stokes Social Services Mall.

## **Attachment D**

### **PHA Management Organizational Chart**

See attached chart.

(file oh003d01)

## **Attachment E**

### **Capital Fund Program 5-Year Action Plan**

See attached schedules.

(file oh003e01)

## **Attachment F**

### **FY 2001 Public Housing Drug Elimination Program Plan**

See attached template.

(file oh003f01)

## **Attachment G**

### **Comments of Resident Advisory Board**

See attached table.

(file oh003g01)

**Attachment H**  
**Resident Survey Follow-up Plan**

See attached table.

(file oh003h01)

**Attachment I**  
**Public Comments and Response**

See attached documents.

(file oh003i01)

**Attachment J**  
**Strategy for Addressing Impediments to Fair Housing Choice**

<b>ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE</b>	
<b>Major Impediments Identified in Consolidated Plan</b>	<b>CMHA Action Plan</b>
Lack of a coordinated approach to fair housing throughout the Cuyahoga County region.	Development of Agency Plan included review of the housing needs assessment of the Consolidated Plan(s) and collaboration with City and County housing administrators.
Inadequate enforcement measures by the U.S. Department of Housing and Urban Development to ensure recipients of CDBG funds are taking actions to affirmatively further fair housing.	Outside the control or influence of CMHA
NIMBY-ism attitudes among community residents.	Deconcentration in public housing. Landlord outreach and housing opportunity counseling in Section 8 program.
Inadequate supply of public housing.	Expanded Section 8 program size, replacement housing, tax credit development, homeownership development and site based section 8 assessment.
Existence of a dual housing market –or one market for blacks and a separate market for whites.	Analysis of minority needs and measures to serve. Race/ethnicity tracking of the families served and location housed. Coordination with Cuyahoga Plan to follow-up on all reported cases of discrimination. Adequate payment standards to provide access to neighborhoods of low poverty and minority concentration.
Lending industry refused to support the lending demands of low-income and minority neighborhoods.	Homeownership Program with Community Reinvestment Act participation
Inadequate public transportation system contributes to segregation by limiting suburban job opportunities for urban residents.	Payment standards aligned to cost of rental housing throughout jurisdiction. Identification of areas of opportunity with adequate transportation as part of family briefing. Study to determine feasibility of deducting travel costs related to employment from the calculation of income.
Discrimination against, and scarce and limited housing opportunities for persons with disabilities.	Open Section 8 Waiting List to 5,000 families. Preference for families referred by supportive service agencies for 700+ families and public housing stock supply study.

Discrimination against persons under the protected classes in provision of property insurance	Inclusion of property insurance participation in affordable homeownership program.
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## Attachment K

### Pet Policy

#### Summary of CMHA Pet Policy

CMHA defines “pet” to mean dogs, cats, parakeets, canaries, finches, hamsters, guinea pigs, fish and turtles. Any animals not included in the definition are excluded. Cats and dogs are distinguished from other pets as “fur-bearing” animals. There is a specified size restriction for cats and dogs, and they must be licensed and registered. Animals specifically trained to assist, support, or provide service to persons with disabilities, are not considered pets for the purposes of this policy.

Although the Pet Policy is applicable for all CMHA properties, only elderly or handicapped residents of high-rise or elderly properties are allowed to have fur-bearing pets. All other defined pets may be kept at any CMHA property. Pets must be appropriately leashed, caged, or contained when moving through a building, and will not be permitted in any public meeting or community rooms, dining areas, laundry rooms or other public gathering spaces.

All pets must be registered with Management, and a Pet Security Deposit equivalent to one months rent is required. The Pet Policy also lists the registration process, discusses sanitation, defines unacceptable behavior, and the need to identify an alternate caretaker.

This Pet Policy is included in the new CMHA Admissions and Continued Occupancy Policy (ACOP), which was subject to the same public review and Public Hearing process as the PHA Plan. The ACOP was adopted at the November 1, 2000 Board of Commissioners meeting.

## **Attachment L**

### **Progress Statement on Goals and Objectives**

#### Progress in meeting Goals and Objectives of 5-Year Plan

Through July 2000:

- Section 8 applied for 643 Vouchers under HUD's FY2000 Fair Share allocation.
- Section 8 also applied for 200 non-elderly disabled vouchers.
- Section 8 has developed a working relationship with owners through formation of a Tenant-Landlord Advisory Council, and a Quarterly Newsletter.
- Section 8 implemented a web-site to provide housing information for tenants and landlords, and promote fair housing opportunities.
- Improvement Plan to reduce public housing vacancies and vacant unit turnaround time was submitted to HUD.
- 135 Riverview family units were demolished in 2000.
- Designated Housing Plan and Site-based Waiting List Plan prepared for submission to HUD in August 2000.

## Attachment M

### Resident Membership of the PHA Governing Board

#### Cuyahoga Metropolitan Housing Authority Board of Commissioners:

	Appointing Authority	Current Term	Term Expires	Name of Commissioner	Date Appointed
1	Cleveland Mayor	10/96 - 10/99	10/24/1999	Bracy Lewis Chairman	6/11/98
2	Cleveland Mayor	10/98 - 10/01	10/24/2001	<b>Louise Harris (resident)</b>	2/6/90
3	Cleveland City Council	10/96 - 10/99	10/24/1999	Robert C. Townsend II	2/3/88
4	Cleveland City Council	10/98 - 10/01	10/24/2001	<b>Dwayne Browder (resident)</b> Vice-Chairman	3/12/90
5	East Cleveland	10/97 - 10/00	10/24/2000	Mae E. Stewart	4/7/99

**Background:**

In the State of Ohio, public housing agencies are created under chapter 3735 of the Ohio Revised Code as Metropolitan Housing Authorities. The territorial limits of a housing authority are defined by the state director of development, which for CMHA includes all of Cuyahoga County except for Chagrin Falls Township.

The board of a housing authority shall consist of five members appointed for three year terms and shall serve without compensation. For any housing authority district that contains a population of at least one million, as does the Cuyahoga MHA:

- two members shall be appointed by the municipal legislature authority of the most populous city in the territory;
- two members shall be appointed by the chief executive officer of the most populous city in the territory; and
- one member shall be appointed by the chief executive officer, with approval of the municipal legislature authority, of the city which has the second highest number of housing units owned or managed by the authority.

*After March 15, 1983, at least one of the board members appointed by the chief executive officer of the most populous city shall be a resident of a dwelling unit owned or managed by the housing authority.*

## **Attachment N**

### **Membership of the Resident Advisory Board**

The Resident Advisory Board for the FY2001 PHA Plan process consists of:

Public Housing members:

Jay Arrington  
Lulu Anako  
Crystal Bivens  
Lillian Davis  
Erma Harris  
Maggie Larry  
Lenard McClain

Section 8 members:

Angela Collins  
Chequitta Bass

## **Attachment O**

### **Section 8 Project-Based Vouchers**

The Cuyahoga Metropolitan Housing Authority (CMHA) is planning to implement a Project-based Voucher Program during 2001. The size of the program will not exceed 20% of the tenant-based voucher program within CMHA's jurisdiction. CMHA will exercise this option with the goal of making affordable units available to low-income families in areas that: 1) meet HUD's deconcentration criteria, and 2) will encourage property owners to convert existing units, construct new units, or upgrade existing rental housing stock, thereby increasing the number of units available to low income families.

Although the total number of project-based units will not exceed 20% of the baseline number of units in the tenant-based voucher program, CMHA will not allocate vouchers currently issued or under contract for this purpose. CMHA anticipates initiating this program with a fairly modest number of vouchers.

The general locations for project-based assistance would be consistent with HUD's directive to award them in census tracts with poverty rates of less than 20%, as will be determined from 2000 census data, unless specific exceptions are identified that would require HUD approval, and will result in a reasonable choice of buildings or projects to be provided project-based assistance when CMHA solicits applications.

CMHA believes that project-based assistance is needed in Cuyahoga County to increase the number of rental units made available to Section 8 program participants in low poverty areas. The new provisions of the project-based program make it more feasible to expand assisted housing opportunities into these areas and will assure their availability for a period of years.

Project-based voucher assistance provided by CMHA would be consistent with new HUD regulations, which include some of the following provisions: project-based assistance may now be used for existing units in addition to newly constructed or rehabilitated units; project-based assistance is now capped at 25% of the dwelling units in any one building, with exceptions for single family properties and dwelling units specifically for the elderly families, disabled families, or families receiving supportive services; project-based assistance may now be provided for a term of up to 10 years, subject to the future availability of appropriated funds; and other administrative issues concerning rents, tenant selection, family choice to move, vacant units, unit inspection and housing quality standards. CMHA will establish policies for public advertisement and competitive selection of units to be assisted with project-based voucher assistance.