

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

PHA Plans

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

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

**PHA Plan
Agency Identification**

PHA Name: The Housing Authority of the County of Umatilla

PHA Number: OR007

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

Public Access to Information

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

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

Display Locations For PHA Plans and Supporting Documents

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

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below)

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

- Main business office of the PHA
- PHA development management offices
- Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004
[24 CFR Part 903.5]

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here) *WORKING AS A TEAM, TO SERVE INDIVIDUALS AND FAMILIES WITH LIMITED RESOURCES BY PROVIDING DECENT, SAFE, AND SANITARY HOUSING WITHOUT DISCRIMINATION. UCHA DOES SO WITH A COMMITMENT TO OWNERSHIP, DEVELOPMENT, MANAGEMENT AND FISCAL INTEGRITY BASED UPON THE PRINCIPLE OF PARTNERSHIP. THIS PARTNERSHIP IS BUILT UPON SELF-RELIANCE, MEETING EXPECTATIONS AND BEING GOOD NEIGHBORS.*

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: *UCHA received an allocation of 50 Welfare to Work Vouchers in the FY2000 as well as an additional 32 vouchers based on HUD's 1996 calculations.*
- Reduce public housing vacancies:
- Leverage private or other public funds to create additional housing opportunities:
- Acquire or build units or developments *UCHA has formed a non-profit development corporation which has made application to USDA Rural Development, Oregon State HOME funds and State Low Income Housing Tax Credits to develop a 32 unit Farm Workers Housing Project. This project, if the non-profit is successful with its*

applications, should start construction in May of 2001. UCHA will continue to persue expiring use projects for feasable analys with regards for potential purchase and ownership when these units might become avialable in the markets it services.

Other (list below)

PHA Goal: Improve the quality of assisted housing

Objectives:

Improve public housing management: (PHAS score) Standard Performer

Improve voucher management: (SEMAP score) Standard Performer

Increase customer satisfaction:

Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)

Renovate or modernize public housing units: *UCHA has committed and will spend all of its 1999 CIAP modernization funds in the FY2000 on improvements to its Low Income Public Housing Units. It has redesigned entry and rear porches, replaced roofs, added vinyl siding and metal soffits and facias on its Orchard Homes project. It has added security porch lighting, installed hardwired smoke detectors, installed emergency pull switches to replace light switches, and added flower planters on its elderly and handicapped property Golden Manor. In addition it has removed several trees which had become infected with bores and trimmed all mature trees on its Orchard, Bliss and Golden Manor Low Income Public Housing Properties. In addition the housing authority has hired a temporary employee to reestablish and clean out planting areas, trim shrubs, paint exterior doors and porch supports on the Orchard Homes property. Modernization activities are expected to continue in FY2001 through the use of funds received from the Capital Fund Program and will cover costs for parking lot repairs/replacement, sidewalk repairs and replacement as well as completion of siding replacement on the Bliss Homes Apartments. In addition the housing authority will utilize some of the funds for software upgrades and various other anticipated administrative expenses.*

Demolish or dispose of obsolete public housing:

Provide replacement public housing:

Provide replacement vouchers:

Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

Provide voucher mobility counseling:

Conduct outreach efforts to potential voucher landlords

Increase voucher payment standards

Implement voucher homeownership program:

Implement public housing or other homeownership programs:

Implement public housing site-based waiting lists:

Convert public housing to vouchers:

- Other: (list below)

Work towards designing a homeownership program for Housing Authority Participants. UCHA will continue to pursue conversations with other housing agencies, State program providers, local officials, and the public to design an affordable housing home ownership program within its service area.

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:
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: *UCHA is monitoring its Low Income Public Housing Units to assure there is no disparity in this area making adjustments if and when it becomes necessary in accordance with its policy and procedures.*
- Implement public housing security improvements: *Increase property security lighting, continue to build strong relationships with local law enforcement agencies. In FY2000 UCHA has added porch lighting to its Golden Manor Elderly property and replaced all breezeway lighting for better alumination.*
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

Establish Flat rents to encourage continued occupancy of Working Families. Flat Rents were established on UCHA's public housing units in FY2000. These rents are reviewed on an annual basis and adjustments made in accordance with the results of that review.

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:
- Provide or attract supportive services to improve assistance recipients' employability: *Currently the Bliss and Orchard Homes, our public housing low income units do not have a community building or space to provide these services on-site. With the allocation of the FY2001 Capital Funds we are anticipating on building such a facility to be able to provide these types of services to those residents of our community.*

- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)
Encourage and support active resident councils within UCHA's projects. UCHA has established two active resident councils and is working to establish other ones within its four public housing communities. UCHA has a resident on its Board of Commissioners as well and has established a Resident advisory board.

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: *UCHA continues to educate staff and clients as well through publications, interviews and staff meetings on these issues as well as co-sponsoring fair housing educational seminars with the state fair housing council.*
 - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - Other: (list below)

Other PHA Goals and Objectives: (list below)

**Annual PHA Plan
PHA Fiscal Year 2000**

[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.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

Table of Contents

	<u>Page #</u>
Annual Plan	
i. Executive Summary	
ii. Table of Contents	
1. Housing Needs	4-11
2. Financial Resources	11-12
3. Policies on Eligibility, Selection and Admissions	12-21
4. Rent Determination Policies	21-26
5. Operations and Management Policies	26-27
6. Grievance Procedures	27-28
7. Capital Improvement Needs	28-34
8. Demolition and Disposition	34-35
9. Designation of Housing	35-36
10. Conversions of Public Housing	36-37
11. Homeownership	38-39
12. Community Service Programs	
39-42	

13. Crime and Safety	42-44
14. Pets (Inactive for January 1 PHAs) (See Attachment B)	44-44
15. Civil Rights Certifications (included with PHA Plan Certifications)	
16. Audit (Submitted independantly from this plan)	45-45
17. Asset Management	45-46
18. Other Information	46-48

Attachments

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

Required Attachments:

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

Optional Attachments:

- PHA Management Organizational Chart
- FY 2001 Capital Fund Program 5 Year Action Plan (Incorporated in Plan)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
 - Attachment A - UCHA Pet Policy**
 - Attachment C - UCHA Public Housing Community Service Requirements**
 - Attachment D - Resident Membership of the PHA Board of Directors**
 - Attachemet E - Membership of the Resident Advisory Board**

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
x	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
x	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
	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'	5 Year and Annual Plans

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
	initiatives to affirmatively further fair housing that require the PHA's involvement.	
x	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
x	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
x	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
x	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
x	Public Housing Deconcentration and Income Mixing Documentation: <ol style="list-style-type: none"> 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis 	Annual Plan: Eligibility, Selection, and Admissions Policies
x	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
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	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	year	
x	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
x	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	2747	5	4	4	2	3	3
Income >30% but <=50% of AMI	3377	4	4	4	2	3	3
Income >50% but <80% of AMI	4776	3	4	4	2	3	3
Elderly	4059	5	4	4	3	3	4
Families with Disabilities	Unkno wn						
Hispanic	4903	4	4	4	2	3	3
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/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: 1998 Affordable Housing Stuch for OHCS D
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	146		
Extremely low income <=30% AMI	98	67%	
Very low income (>30% but <=50% AMI)	40	27 %	
Low income (>50% but <80% AMI)	8	6%	
Families with children	37	25%	
Elderly families	129	88%	
Families with Disabilities	107	73%	
African American	7	5%	
American Indian	12	8%	
Asian	1	0%	
Hispanic	44	30%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	60		
Extremely low income <=30% AMI	22	37%	
Very low income (>30% but <=50% AMI)	9	15%	
Low income (>50% but <80% AMI)	13	21%	
Families with children	34	57%	
Elderly families	6	10%	
Families with Disabilities	13	21%	
Hispanic	13	21%	
Characteristics by Bedroom Size			

Housing Needs of Families on the Waiting List			
(Public Housing Only)			
1BR	25	42%	
2 BR	25	42%	
3 BR	9	15%	
4 BR	1	1%	
5 BR			
5+ BR			
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
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration

- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund	\$110,000	
b) Public Housing Capital Fund	\$242,915	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$1,336,883	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
FFY2000 Capital Fund Grant	\$103,915	PHCI, PHO

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income		
Rental Income	\$218,450	Public Housing Operations
4. Other income (list below)		
Intrest Income	\$6,200	Operations
Tenant Charges	\$2,500	Operations
Office Space Rental Income	\$2,820	Operations
4. Non-federal sources (list below)		
Total resources	\$2,023,683	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
WITHIN TOP 5
- 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 (describe) *Known Sex Offenders, Known Gang Members*

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

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

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

(2)Waiting List Organization

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

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

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

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

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

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

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

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

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

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

(3) Assignment

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

- One *Unless refusal is determined for good cause*
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

1 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 the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
Elderly/Disabled Families will have preference over Single Families

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 of poverty and income-mixing

Other (list below)

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

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

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)
Program Qualifications
Verify if applicant left owing money to another Housing Authority
- 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)

(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)

By Mail or Through UCHA's Contractor for Section 8 Program, Mid-Columbia Housing Agency

(3) Search Time

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

If yes, state circumstances below:

The Housing Authority may grant one or more extensions of the term, but the initial term plus any extensions will never exceed 120 calendar days from the initial date of issuance. To obtain an extension, the family must make a request in writing prior to the expiration date. A statement of the efforts the family has made to find a unit must accompany the request. If the family documents their efforts and additional time can reasonable be expected to result in success, the Housing Authority will grant the length of request sought by the family or 60 days, whichever is less.

If the family includes a person with disabilities and the family requires an extension due to the disability, the Housing Authority will grant an extension allowing the family the full 120 days search time. If the Housing Authority determines that additional search time would be a reasonable accommodation, the Housing Authority will request HUD to approve an additional extension.

(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)

Those families on the waiting list whos income is 30% or below median income will have preference over other families from time to time in order to comply with new requirements of the program of leasing 70% of all new vouchers to those families at or below 30% of median income.

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

1 Date and Time

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, 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)
Income levels as stated above

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)

By Written notices to qualified applicants on waiting list.

By out reach to Welfare Agencies, making them aware of the availability of such special purpose vouchers.

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:

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
- For increases in earned income
- Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:

- Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

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

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

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

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

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs

- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The “rental value” of the unit
- Other (list below)

f. Rent re-determinations:

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

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

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)

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

- \$0

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

The Housing Authority currently consists of seven full time staff and one partime employee. It is anticipated that in April of 2001 UCHA will be taking back over the management of its Section 8 program and the staff will increase to ten full time employees in the following positions. Two full time maintenance personnel, One full time Housing Inspector, One full time Finance Director, One full time Rural Development Program Manager, One full time Public Housing Low Income Program Manager, One full time Section 8 Coordinator, One full time Section 8 Assistant, One full time Receptionist and One full time Executive Director. The Housing Authority is Governed by a 5 member Board of Commissioners who have been appointed by the County Commissioners.

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	118	35
Section 8 Vouchers	229	75
Section 8 Certificates	46	15
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)	50	0

Welfare to Work Vouchers		
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs(list individually)	N/A	

C. Management and Maintenance Policies

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

- (1) Public Housing Maintenance and Management: (list below)
Housing Authority Statement of Policies & Operations for Public Housing
- (2) Section 8 Management: (list below)
UCHA 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
- PHA development management offices

Other (list below)

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

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 (state name)

-or-

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

Component 7
Capital Fund Program Annual Statement
Parts I, II, and II

Annual Statement
Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number FFY of Grant Approval: (01/2001)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	\$21,615
3	1408 Management Improvements	
4	1410 Administration	\$12,100
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	\$20,000
8	1440 Site Acquisition	
9	1450 Site Improvement	\$10,000
10	1460 Dwelling Structures	\$170,000
11	1465.1 Dwelling Equipment-Nonexpendable	\$5,800
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	\$3,400
20	Amount of Annual Grant (Sum of lines 2-19)	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
OR007003	Design and Construction, on existing site, of a 1600 square foot Community Building and Onsite Laundry Facility to include extention of existing parking lot, two washers and two dryers, folding chairs and tables, etc. to be utilized by Bliss Homes and Orchard Homes Residents.		\$221,300
HA-Wide	Replacement of maintenance and office equipment and software which is old and immedant of failure.		\$21,615

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
OR007003 HA-Wide	05/2002 03/2002	04/2003 12/31/2002

(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 (state name

-or-

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

Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
HA-Wide	HA-Wide			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
1. Expand Housing Authority offices to accommodate an additional 1548 sq. ft. of useable space and remodel existing space for higher efficiency.			\$184,800	FY 2002-2003
2. Purchase Replacement of two (2) housing authority vehicles, one maintenance vehicle two wheel drive van/pickup and one administrative vehicle four-door sedan			\$58,115	FY 2002-2003
Total estimated cost over next 5 years			\$242,915	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
OR007004	Golden Manor Apartments	0		
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
1. Replace existing through the wall HVAC systems with an energy efficient forced air heating & airconditioning system in this elderly/handicap 50 unit apartment community.			\$150,000	FY2003-2004
2. Replace counter tops in Kitchens and bathrooms in all 50 units plus adding additional cabinets to kitches over sinks and ranges with charcoal range vents.			\$80,415	FY2003-2004
Total estimated cost over next 5 years			\$230,415	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
OR007001	Orchard Homes	0		
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
1. Replacement of floor coverings			\$48,000	FY2004-2005

2. Replacement of appliances	\$11,250	FY2004-2005
3. Replacement of window coverings	\$6,450	FY 2004-2005
Total estimated cost over next 5 years	\$65,700	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
OR007003	Bliss Homes	0	
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
1. Replacement of Appliances (ranges and refers)		\$22,500	FY 2004-2005
2. Replacement of floor coverings		\$96,000	FY2004-2005
3. Installation of Automated Sprinkler Systems		\$20,000	FY2004-2005
Total estimated cost over next 5 years		\$138,500	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
OR007002	McEwen Homes	0	
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
1. Installation of automatic sprinkler system for lawns		\$20,000	FY2004-2005
2. Purchase and Installation of new Playground Equipment		\$25,000	FY2004-2005
Total estimated cost over next 5 years		\$45,000	

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
 - Revitalization Plan under development
 - Revitalization Plan submitted, pending approval
 - Revitalization Plan approved
 - Activities pursuant to an approved Revitalization Plan underway

Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
If yes, list developments or activities below:

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
--

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

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

[24 CFR Part 903.7 9 (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.

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

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.

Conversion of Public Housing Activity Description
--

1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

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

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

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (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)?
UCHA and Thier Section 8 subcontractor, Mid-Columbia Housing

Agency are presently in discussion with the TANF Agency and should be signing a cooperative agreement by the end of this year 2000.

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

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

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.)

- 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

The Housing Authority of the County of Umatilla, Oregon has established a Community Service Requirement for all adult residents of its Public Housing Units who are NOT elderly, disabled, participating in an economic self sufficiency program, excluded from the state's work requirements, enrolled in a qualifying state program or who is gainfully employed, pursuant to section 12(c) of the U.S. Housing Act of 1937. Each Adult resident who is determined not to be exempt from this requirement must participate in an approved community service program and must contribute a minimum of 8 hours of service per month. The resident will provide to the Housing Authority the name of the agency for whom they will be providing community service prior to participation for approval. As part of the annual recertification process the Housing Authority shall verify residents participation with the agency for which the resident submitted and the Housing Authority approved. Should the resident not full fill the 8 hours of service per month and it has been verified the Housing Authority will not renew the residents lease unless the family, service agency, and the Housing Authority enter into an agreement to make up lost hours and bring the resident current with owed hours. This provision is in affect as of January 1, 2001.

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti

- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

2. What information or data did the PHA use 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)

Crimes that have been committed on UCHA properties are usually vehicle break-ins or burglary in which all properties have experienced within the communities of not only UCHA properties but all properties.

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

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

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

Each quarter the Housing Authority Director and the Neighborhood watch coordinators meet with the Chief of Police to discuss and share information about problems or nature of police calls within our communities and what steps each of us need to do to reduce any criminal activities.

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

All

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)
Assist the Housing Authority and its residents to establish and maintain an active neighborhood watch program.

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

All

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 2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

The Housing Authority of the County of Umatilla has established a pet policy for its low income public housing units and has been attached to this plan as ATTACHMENT B. The Pet Policy will become effective upon approval of this plan.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

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

Attached at Attachment (File name)

Provided below:

Meetings were held with the Housing Authority Resident Advisory Board during the month of August 2000 to review the Draft of the 2001 Housing Authority Plan. The plan was reviewed in its entirety including attachments and supporting documentations. The following comments were received by the Advisory Board:

Most comments were general in nature which focused on further clarifications of the requirements and policies which were established to comply with the QHWRA act. The most discussed policy was the new Pet Policy for public housing. Concerns arose from liability to cost of the program in implementing such a policy. After a thorough review and discussion with the board it was determined that the policy was sound and reasonable. Discussions were also made in regards to the implementation of the Community Service Requirements. One member was concerned whether this would affect elderly or close to elderly. Also as to who would determine if the family would have to participate and perform community service. Comments from the advisory board will be taken into consideration in the further development of the Housing Authority Community Services Policy.

In General the Advisory Board felt that the plan was comprehensive and agreed with the direction in which the Housing Authority was focusing on for the immediate as well as the future.

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

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

The PHA changed portions of the PHA Plan in response to comments
List changes below:

Other: (list below)

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

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here) *State of Oregon Consolidated Plan for Housing and Community Development.*

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

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

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

No actions or commitments were noted in approval of plan from jurisdiction

D. Other Information Required by HUD

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

Attachments

Attachment A

Pet Policy Effective Upon Plan Approval

UCHA'S PET POLICY

I. INTRODUCTION

The Pet rules and Policies for Umatilla County Housing Authority (UCHA) are developed in accordance with the QHWRA of 1998, and section 31 of the U.S. Housing Act of 1937 (42 U.S.C. 1437a-3).

The adopted rules and policies for pets are reasonably related to the legitimate interest of the Umatilla County Housing Authority including:

The PHA's interest in providing a decent, safe and sanitary living environment for existing and prospective tenants;

Protecting and preserving the physical condition of the project; and

The PHA's financial interest in the project.

UCHA may designate someone to fulfill the obligations specified in this policy. Where designated, that person will fulfill the obligations called for in this policy wherever "PHA" is specified (such as a ResidentManager).

II. DEMONSTRATION OF ACCEPTABILITY

A. Management Approval -

1. Prior to a pet being accepted for keeping in an apartment the proposed owner must prepare and submit an "Application to Keep a Pet" to the PHA. The Tenant/Pet Owner and the PHA must enter into a "Pet Agreement".
2. In addition to executing the Agreement, the Tenant/Pet Owner must provide to the PHA documented proof of the proposed pet's health, suitability and acceptability in accordance with the provisions outlined in "Standards" below.

3. Pets must be registered with Umatilla County Housing Authority **BEFORE** the pet is brought onto the project premises and the registration renewed annually thereafter.
4. Registration includes:
 - a. Certificate signed by a licensed veterinarian or designated State or local authority or agent, stating that the pet has received all inoculations required by State or local law.
 - b. Statement signed by a licensed veterinarian that the animal is in good health, has no communicable diseases or pests and, in case of dogs and cats, is spayed or neutered.
 - c. Sufficient information to identify pet and demonstrate it is a common household pet.
 - d. Name, address, and phone number of one or more responsible parties to care for the pet if the owner dies, is incapacitated or unable to care for the pet.
 - e. Execution of a Pet Agreement, stating that the tenant accepts complete responsibility for the care and cleaning of the pet and acknowledges the applicable rules.
 - f. Pet must be licensed in accordance with applicable State and local laws and regulations.
 - g. Resident is required to provide a color photo of the animal and to bring it in to the Housing Authority at the application process.
5. Registration will be coordinated with the annual re-examination date.
6. Approval for the keeping of the pet shall not be extended until ALL the requirements specified above have been met, and in no event will approval of other than common household pets be extended. **NO Exotic or Wild animals will be allowed.**

7. The PHA shall refuse to register pet if:
 - a. The pet is not a common household pet identified more specifically in this policy.
 - b. Keeping a pet would violate any applicable House Pet Rules.
 - c. Pet owner fails to provide complete pet registration information or fails annually to update the registration.
 - d. The PHA reasonably determines, based on the pet owner's habits and practices, that the pet owner will be unable to keep the pet in compliance with the pet rules and other lease obligations. The pet's temperament may be considered as a factor in determining the prospective pet owner's ability to comply with the pet rules and other lease obligations.
8. The PHA may not refuse to register a pet based on the determination that the pet owner is financially unable to care for the pet.
9. The PHA is required to notify the pet owner if the PHA refuses to register a pet. The notice shall state the basis for the PHA's action and shall be served in accordance with the HUD notice requirements.
10. The notice of refusal to register a pet may be combined with a notice of pet violation.
11. The registration requirements may not conflict with State or local law.
12. A resident who cares for another resident's pet must notify the PHA manager and must agree to abide by all the pet rules in writing.

B. Standards -

1. Common household pets as outlined below will be permitted. Only one household pet per unit will authorized under the following guidelines:

a. Dogs -

- maximum number - one (1)
- maximum adult weight - 25 pounds
- maximum adult height - 12 inches as shoulders.
- must be house broken
- must be spayed or neutered
- must have all required inoculations
- must be licensed as specified now or in the future by State law and local ordinance.

b. Cats -

- maximum number - one (1)
- must be declawed
- must be spayed or neutered
- must have all required inoculations
- must be trained to use a litter box or other waste receptacle
- must be licensed as specified now or in the future by State law or Local ordinance.

c. Birds -

- maximum number - two (2)
- must be enclosed inside a cage at all times.

d. Fish -

- maximum aquarium size - 20 gallons

- must be maintained on approved stand

e. Rodents - (guinea pig, hamster or gerbil)

- maximum number - two (2)

- must be enclosed inside an acceptable cage at all times

- must have any or all inoculations as specified now or in the future by State law or local ordinance.

f. Turtle -

- maximum number - one (1)

- must be enclosed in an acceptable cage or container at all times

2. No pets other than those specified above may be kept by a resident.

3. Only one four-legged, warm blooded pet will be allowed per unit.

a. If an approved pet gives birth to a litter, the Tenant/Pet Owner shall remove all pets from the premises.

4. Failure to properly register and to provide the specified proof of the proposed pets acceptability prior to a pet being brought into the Tenant's apartment shall result in the initiation of an action to remove the pet and to evict the Tenant.

5. Not all Pet rules will be applied or enforced with regard to animals who assist the handicapped. An example would be a guide dog for the sight impaired would not be restricted to 12 inches in height at the shoulders or less than 20 pounds in weight.

III. PETS TEMPORARILY ON THE PREMISES

- A. Pets which are not owned by a tenant (ie. to be kept temporarily on the premises for any period will not be allowed.
- B. One exception from this rule will be visiting pet programs sponsored by a humane society or other non-profit organization.

IV. ADDITIONAL FEES AND DEPOSITS - PETS

A. Pet Deposit -

- 1. The Tenant/Pet Owner shall be required to pay to the PHA a pet deposit for the purpose of defraying all reasonable costs directly attributable to the presence of a pet. This deposit shall be \$200 of which \$100 will be non-refundable.
- 2. The PHA reserves the right to change or increase the required deposit by amendment to these rules.

B. Pet Waste Removal Charge -

- 1. A separate pet waste removal charge of \$10 per occurrence will be assessed the Tenant/Pet Owner when necessary.

C. Pet deposit and pet waste removal charges are not part of the rent payable by the tenant.

D. All reasonable expenses incurred by the PHA as the result of damages directly attributable to the presence of the pet in the project shall be the responsibility of the Tenant/Pet Owner including:

- 1. Cost of repairs and replacement to tenant's dwelling unit;
- 2. Fumigation's of tenant's dwelling unit.
- 3. Such expenses as a result of a move -out inspection shall be deducted from the Pet Deposit at move -out, and the Tenant/Pet Owner shall be billed for any balance due.

4. The refundable portion of the Pet Deposit shall only be refunded when the Tenant moves out.
5. The expense of deinfestation of fleas in the Tenant/Pet Owner's apartment shall be the responsibility of the Tenant/Pet Owner.
6. Cost of repairs to lawns and shrubs damaged by pets.

E. Legal cost may be charged if unpaid costs or charges are referred to an attorney for collection unless the Tenant/Pet Owner prevails in any proceeding which may be brought in the matter.

V. ADDITIONAL PET RULES

- A. Pet Areas Allowed - Pets must be maintained within the resident pet owner's unit. When outside the apartment (within the building or on development grounds,) dogs and cats must be kept on a leash or carried and under the control of the Tenant/Pet Owner or other responsible individual **AT ALL TIMES. At no time will a pet be left unattended outside.**
- B. Noise - Tenant/Pet Owner agrees to control the noise of his/her pet so that such noise does not constitute a nuisance to other tenants or interrupt their peaceful enjoyment of their apartment. Failure to control pet noise may result in the removal of the pet from the premises.
- C. Cleanliness Requirements -
 1. Litter Box Requirements: For cats and other animals using a litter box or cage (subject to state and local law), all animals waste or the litter from litter boxes shall be picked up by the pet owner and disposed of in sealed plastic trash bags and placed in the trash bin located on project grounds.
 - a. Litter shall be changed at least twice weekly. Waste shall be separated from the litter daily.
 - b. Litter shall not be disposed of by being flushed through a toilet. Charges for unclogging the toilet due to the improper disposal of pet waste shall be billed to the Tenant/Pet Owner.

c. Litter boxes shall be kept INSIDE the Tenant/Pet Owner's dwelling unit.

2. Requirements for Removal of Waste in Other Locations:

The Tenant/Pet Owner shall be responsible for removing and disposing of the waste caused by his/her pet by placing it in sealed plastic trash bags and then in designated trash bins.

a. Tenant/pet Owner will be held responsible for the immediate cleaning of any dirt or pet waste tracked through or deposited in any common area, lobby, halls or breeze way by his/her pet.

b. Any apartment occupied by a dog, cat or rodent will be fumigated at the time the apartment is vacated at tenants expense.

3. Odor: Tenant/Pet Owner shall take adequate precautions to eliminate any pet odors within or around the unit and to maintain the unit in a sanitary condition at all times.

D. Pet Care -

1. No pet shall be left unattended in any apartment for a period in excess of 8 hours.

2. All Tenant/Pet Owners shall be responsible for adequate care, nutrition, exercise and medical attention for his/her pet.

3. Tenant/Pet Owner must be aware and recognize other residents may have chemical sensitivities or allergies related to pets or may be easily frightened and or disoriented by animals. The Tenant/Pet Owner agrees to exercise common sense and common courtesy with respect to such other resident's right to the peaceful and quiet enjoyment of common areas and his/her apartment.

VI. ALTERATIONS

Tenant/Pet Owners shall not alter their unit, patio, unit area or project common areas to create an enclosure for the animal.

VII. RESPONSIBLE PARTIES

Tenant/Pet Owners will be required to designate two responsible parties for the care of the pet if the health or safety of the pet is threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet.

Tenant/Pet Owners will be held financially responsible for their actions and the actions of their pets. It is strongly suggested, but not required, that pet owners obtain pet owner liability insurance. Pet Owners shall indemnify the Housing Authority and hold it harmless against loss or liability of any kind arising from their pet(s).

VIII. INSPECTIONS

A. The PHA may, after reasonable notice to the tenant during reasonable hours, enter and inspect the premises, in addition to other inspections allowed.

B. The PHA may enter and inspect the unit with adequate notice if they have received a signed, written complaint alleging that the conduct or condition of the pet in the dwelling unit constitutes a nuisance or threat to the health or safety of the occupants of the project or other persons in the community, under applicable State or local law.

C. The inspection also may be permitted if the owner has reasonable grounds to believe that the conduct constitutes a nuisance or threat identified above.

IX. PET RULE VIOLATIONS

A. Pet Rule Violation Notice - If a determination is made, on objective facts supported by written statements, that a Tenant/Pet Owner has violated a rule, written notice will be served on the Tenant/Pet Owner.

The notice must contain a brief statement of the factual basis for the determination and the pet rule(s) alleged to have been violated. The notice also must state:

1. That the Tenant/Pet Owner has 14 days from the effective date of the service of notice to correct the violation or make written request for a meeting to discuss the violation.

2. That the Tenant/Pet Owner is entitled to be accompanied by another person of his or her choice at the meeting; and
3. That the Tenant/Pet Owner's failure to correct the violation, request a meeting, or appear at a requested meeting may result in initiation of procedures to terminate the pet owner's tenancy.

B. Pet Rule Violation Meeting -

1. If a Tenant/Pet Owner requests a meeting on a timely basis, the PHA will establish a mutually agreeable time and place for the meeting.
2. The meeting will be scheduled no later than 10 days from the effective date of service of notice of the pet rule violation.
3. The Tenant/Pet Owner and the PHA will discuss the alleged violation at the meeting and attempt to correct it.
4. As a result of the meeting, the PHA may give the Tenant/Pet Owner additional time to correct the violation.

C. Notice For Pet Removal -

1. If the Tenant/Pet Owner and the PHA are unable to resolve the violation at the meeting or the Tenant/Pet Owner fails to correct the violation in the allotted time, the PHA may serve notice on the Tenant/Pet Owner at or after the meeting to remove the pet.
2. The notice must:
 - a. Contain a brief statement of the factual basis for the determination and the pet rule(s) that have been violated;
 - b. State that the Tenant/Pet Owner must remove the pet within the time period specified in the notice but no longer than 30 days.

c. State that failure to remove the pet may result in initiation of procedures to terminate the Tenant/Pet Owner's tenancy.

D. Termination of Tenancy -

1. The PHA may initiate procedures for termination of the Tenant/Pet Owner's tenancy based on a pet rule violation if:

a. The pet owner has failed to remove the pet or correct a pet rule violation within the applicable time period specified; and

b. The pet rule violation is sufficient to begin procedures to terminate the Tenant/Pet Owner's tenancy under the terms of the lease and applicable regulations.

E. Pet Removal-

1. If the health or safety of the pet is threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet, the procedures identified below will be followed. This includes pets which appear unattended for longer than 8 hours.

2. The situation will be reported to the responsible party designated by the Tenant/Pet Owner.

3. If the Responsible Party(s) is unwilling or unable to care for the pet or if the PHA, despite reasonable efforts, has been unable to contact the responsible party(s), the PHA may contact the appropriate State/Local authority and request the removal of the pet.

X. EMERGENCIES-

A. The PHA will be concerned about pets who become vicious or display symptoms of severe illness or demonstrate the behavior that constitutes a immediate threat to the health or safety of the tenancy or PHA Employees as a whole.

B. The PHA will refer these cases to the State or Local authority authorized under applicable State or Local Law to remove these pets who exhibit this behavior.

Attachment B **Policy for Deconcentration**

Summary:

In accordance with HUD's Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the 1937 Act (42 U.S.C. 1437n) the Housing Authority of the County of Umatilla, Oregon has adopted the following plan to comply with these acts and to eliminate or prevent concentrations of certain income classes within its family public housing low income units. UCHA has devised this plan in an effort to further fair housing assuring that no protected or economical class will be discriminated against.

Methodology:

The Housing Authority Surveys household incomes at its family properties on an annual basis and monitors these incomes throughout the year. Each families projected annual income within a property will be tabulated together and then divided by the total number of families within that property to get an average annual income per household. This average then is compared to each household to determine if there is a higher concentration of residents with lower or higher incomes than the average household income within the property. After each family property has been calculated then the total family income from all properties will be averaged and an overall average family income for all properties will then be compared to each property's average household income to determine if any of the properties have a higher concentration of residents with lower or higher average income. These calculations then will be maintained in a log by the program coordinator and reviewed periodically by the Executive Director Because of the proximity of the McEwen Homes Apartments, which is located 50 miles from the Housing Authorities other family units, this property will be monitored separately from the Orchard and Bliss Homes Apartments which are located next to each other and will not be included in the overall average.

Goals for Deconcentration:

It is the policy of the Housing Authority of the County of Umatilla not to intentionally concentrate one, higher or lower, income class of resident within its family public housing properties. Through continued monitoring of each property the Housing Authority will make concentrated efforts not to inadvertently have this disparity occur.

Results of Surveys Conducted:

Initial surveys conducted in 1999 and surveys conducted in 2000 found that there were no large concentrations of one income class within each of the Housing Authorities Public Housing properties. It was further determined that when disparities of income occurred within a property is was primarily caused by the mixture of unit size and resident profile. For instance if a property has a larger amount of one bedroom units the overall average income for the property will be less than those which have very few one bedroom units because most one bedroom units are occupied by single elderly persons on a fixed income such as social security. Other properties that have a higher mixture of large units 3 & 4 bedroom units tend to have a larger average income. UCHA will consider these disparities by breaking down survey results by the number of persons living in the property and calculate an average income per person. This will reflect a more accurate picture when looking at the results of the annual surveys and periodical monitoring efforts in order to determine whether any disparities are occurring in UCHA properties. The Following chart will be utilized.

Unit Number	Unit Size	# In Household	Annual Income	Average Annual Income Per Family Member	Average Annual Income Per Household
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TOTALS

Properties which are determined to have a predominate large concentration on either income levels will be monitored more closely. On rare occasions individuals who are waiting for a unit on the Housing Authority's combined waiting list could be passed over if income levels need to be adjusted in a property to assure deconcentration is accomplished. In no case will a resident be required to relocate from one property to another in order to adjust income disparity for that property. Adjustment of income disparity will only be accomplished through attrition at that property.

Attachment C
UCHA Community Service Requirements
Housing Authority of the County of Umatilla
COMMUNITY SERVICE REQUIREMENTS
PROCEDURES
EFFECTIVE JANUARY 1, 2001

OVERVIEW :

In Accordance with HUD's **Quality Housing and Work Responsibility Act of 1998 (QHWRA)**, it is required, **EFFECTIVE JANUARY 1, 2001** that each adult resident of public housing must contribute 8 hours of community service per month to the community in which the family resides (not including political activities); or Participate

in an economic self-sufficiency program for 8 hours per month; or Perform 8 hours per month of combined activities. Exempted residents from this requirement are those adult residents who are employed, elderly, disabled, participating in an economic self sufficiency program, excluded from the state's work requirements, or enrolled in a qualifying state program.

IMPLEMENTATION:

1. The Housing Authority presented the proposed "Community Service Policy" to the Resident advisory board as part of the development of this years plan. In addition it was made a part of the overall plan avialable for public review and comment. The Housing Authority also mailed a copy of the plan to each resident within its Low Income Housing Units.

2. After consideration of any comments received the following plan was adopted to become effective January 1, 2001. Each resident who is determined not to be exempt from this policy as described as being non-exempt, upon 30 days prior to thier annual recertification, will be sent a notice from the Housing Authority to either:

A. Provide evidence to the Housing Authority that qualifies them as Exempt.

B. Provide the Housing Authority as to where they will be performing thier Community service over the next 12 months.

3. Each new resident beginning January 1, 2001 will be required to provide information as described in 2 (A & B) above prior to occupancy.

4. The Housing Authority will provide the resident or applicant a list of Community Service Providers within the area of thier apartment which they are aware of.

**THE HOUSING AUTHORITY OF THE COUNTY OF UMATILLA
CONTINUED OCCUPANCY AND COMMUNITY SERVICE
POLICY EFFECTIVE JANUARY 1, 2001**

GENERAL:

In order to be eligible for continued occupancy, each adult family member must either; (1) contribute eight hours per month of community service (not including political activities) within the community in which the public housing development is located; (2) participate in an economic self-sufficiency program; or (3) spend enght hours participating in a combination of self-sufficiency and community service activities unless they are exempt from this requirement.

DEFINITIONS:

Community Service - The performance of voluntary work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community. Community Service is not employment and may not include political activities.

Exempt individual - An adult who:

- (1) Is 62 years or older;
- (2) (I) Is a blind or disabled individual, as defined under 2.16(I)(1) or 1614 of the Social Security Act (42 U.S.C. 416 (i)(1);1382c), and who certifies that because of this disability she or he is unable to comply with the services provisions of this subpart, or
(ii) Is a primary caretaker of such individual;
- (3) Is engaged in work activities;
- (4) Meets the requirements for being exempted from having to engage in a work activity under the State of Oregon, including a State administered welfare-to-work program; or
- (5) Is a member of a family receiving assistance, benefits or services under a State program funded under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.) or under any other welfare program of the State of Oregon, including a State administered welfare-to-work program, and has not been found by the State or other administering entity to be in noncompliance with such a program.

Service Requirement - The obligation of each adult resident, other than an exempt individual, to perform community service or participate in an economic-self sufficiency program required in accordance with 960.603.

NOTIFICATION OF REQUIREMENTS:

Every resident who resides in any Low Income Public Housing Units owned by the Umatilla County Housing Authority which include Orchard Homes, Bliss Homes, McEwen Homes and Golden Manor Apartments will be sent this policy whether they are exempt or not from this requirement.

All new residents will be given a copy of the requirement and UCHA staff will explain any questions the resident might have concerning this policy.

All resident leases will be modified to include the community service requirement under this policy and will state the penalties for not complying.

Each adult resident is required to comply with this new policy effective on the next annual recertification following December 31, 2000 and annually thereafter.

It is the responsibility of each Head of Household to see that all adult members of the household who are not exempt from this comply with the community service requirement.

VOLUNTEER OPPORTUNITIES:

Community service includes performing work or duties in the public benefit that serve to improve the quality of life and/or enhance residents self-sufficiency, and/or increase the self responsibility of the resident within the community.

An economic self sufficiency program is one that is designed to encourage, assist, train or facilitate the economic independence of participants and their families or to provide work for participants. These programs may include programs for job training, work placement, basic skills training, education, English proficiency, work fare, financial or household management, apprenticeship, and any program necessary to ready a participant to work (such as substance abuse or mental health treatment).

The Housing Authority of the County of Umatilla will coordinate with social service agencies, local schools, and the Human Resources Office in identifying a list of volunteer community service positions.

Together with the resident advisory councils, the Housing Authority may create volunteer positions such as community watch patrol, litter patrols, and supervising and record keeping for volunteers.

RESIDENT REQUIREMENT :

A. Each Adult Resident who has been determined by the Housing Authority **not to** qualify for an **exemption** to this policy must notify the Housing Authority in writing of the following information 30 days before thier next annual recertification following December 31, 2001 and annually 30 days prior to the annual recertification thereafter or immediately upon any change in status which would affect thier exemption or non exemption status. New Residents must provide this information prior to occupancy:

1. Name of Agency in which the Adult Members will be providing Community service to. (The Housing Authority will provide a list of volunteer opportunities to the family member)
2. Address of Agency
3. Contact Person
4. Telephone Number of Contact Person
5. Brief Description of Community Service to be performed.
6. Signature of Authorized Agent from Community Service Agency
7. Signature of Adult Resident

B. The Housing Authority will provide to the resident family member the following:

- the
1. Provide a list of volunteer opportunities to the family members.
 2. Provide information about obtaining suitable volunteer positions.
 3. Provide a volunteer time sheet to the family member. Instructions for time sheet require the individual to complete the form and have a supervisor date and sign for each period of work.
 4. Thirty (30) days before the family's next lease anniversary date, the volunteer coordinator will advise the Housing Authority of the County of Umatilla whether each applicable adult family member is in compliance with the community service requirement.

B. All non-exempt Adult residents must perform 8 hours of community service per month with a Community Service Agency which has been approved by the Housing Authority. Residents may contact Housing Authority for Recommendations of Community Service Agencies in their area.

C. Those residents who believe they qualify for exemption of the Community Service Requirement and who are not at age 62 or older must provide documentation to the Housing Authority and be approved for their exempt status.

APPROVED COMMUNITY SERVICE PROVIDERS:

A. Those Agencies that will be approved by the Housing Authority as Community Service Providers are Private or Public Non-Profit Agencies or Government Agencies that provide service to the community at large. If you feel that the Agency you have selected to perform your community service meets the basic requirements then submit the necessary information to the Housing Authority for approval. Housing Authority Approval must be obtained **prior** to your community service hours being counted. If Housing Authority Approval has not been obtained your community services hours will not be counted as performed and you will be required to make up those hours after approval from the Housing Authority.

FAILURE OF NON-EXEMPT RESIDENT TO COMPLY:

A. Should any Non-Exempt Adult (18 yrs or older) Resident fail to perform the required 8 hours of community service per month, a minimum of 96 hours per year, the Housing Authority will not renew the families lease unless:

1. An agreement has been signed between the Housing Authority, Community Service Provider and Adult Family Residents that the hours will be made up within six months following the Family's annual recertification.
2. That the resident provide documentation from the Community Service Provided on a monthly basis showing hours performed and services rendered. If documentation is not received or if the resident is not in compliance with the agreement, at any time during the agreement period, the Housing Authority will

notify the family head of household that it will not be renewing the families lease when the term of thier current lease expires.

This determination is subject to the grievance procedure as established in the Housing Authority's Policies and Proceedures.

PROHIBITION AGAINST REPLACEMENT OF AGENCY EMPLOYEES

In implementing the community service requirement, the Umatilla County Housing Authority may not substitute community service or self-sufficiency activities performed by residents for work ordinarily performed by its employees, or replace a job at any location where residents perform activities to satisfy the service requirement.

Attachment D **Resident Member on PHA Governing Board**

The Housing Authority of the County of Umatilla has one Resident Member on the 5 member Board of Commissioners. This person is selected by the Board of Commissioners and the selected resident is then submitted to the County Commissioners for approval and appointment. This person, like all other commissioners is appointed to a 5 year term unless they have assumed another commissioners position who resigned prior to the term of his/her appointment. Current Resident Commission of UCHA is Rosalie Goodman

Attachment E **Resident Advisory Board Membership**

The Resident Advisory Board is made up of a Resident representative from each of the Housing Authority's four Public Housing communities. Notification was sent to each resident explaining the advisory board members function and responsibilities. There were very few resident who voiced an interest initially when this board was established in 1999. With each property working to establish Resident Councils it was determined that the future Advisory Board be made up of the President or Vice President of each Resident Council. In 2000 there were two of the four properties who established Resident Councils. Because the other two properties do not have a community room within thier properties is was determined by those residents not to persue membership in a resident council until a community facility could be built. In the mean time volunteers from each of those properties are representing thier community on the Resident Advisory Board. Current members are.

Helen M. Walker Golden Manor Apartments
Paulette Youngberg McEwen Homes

Linda Horton
Sarah M. Oliver
Milton Farr

Golden Manor Apartments
Orchard Homes
Bliss Homes

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

