

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

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# **Housing Authority of the County of Merced PHA Plans**

5 Year Plan for Fiscal Years 2002 - 2006  
Annual Plan for Fiscal Year 2002

PHA Plan

## Agency Identification

**PHA Name: Housing Authority County of Merced**

**PHA Number: CA-023**

**PHA Fiscal Year Beginning: 10/1/2002**

### Public Access to Information

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

- 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:

- 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)

**PHA FISCAL YEARS 2002 - 2006**

[24 CFR Part 903.5]

**A. Mission**

The Housing Authority of the County of Merced is a non-profit, public corporation committed to addressing the unmet needs of the residents and communities of Merced County. The Authority is governed by a Housing Commission appointed by the Board of Supervisors.

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is to:
  - Provide decent, safe, and affordable rental and home ownership housing
  - Provide and promote service opportunities that encourage and support individuals and families achieving greater independence and self-sufficiency.
  - Provide opportunities for conserving and upgrading affordable housing stock, improving infrastructure, stabilizing and creating desirable neighborhoods.

In carrying out its mission the Authority is committed to provide a high quality service by:

- Being sensitive to clients needs while treating clients with dignity and respect
- Utilizing the talents and skills of our staff
- Fostering partnerships
- Utilizing resources in the most efficient and effective manner

## Goals

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

- PHA Goal:** Increase the inventory of affordable rental housing in Merced County and expand home ownership opportunities for first time homebuyers:

#### **Objectives:**

- Apply for additional rental vouchers: If federal funding becomes available expand the inventory of rental housing vouchers by 15 % over the next 5 years
  - Reduce public housing vacancies: Achieve a 98% Lease-up Rate in the Public Housing Program by October 1, 2002
  - Leverage private or other public funds to create additional housing opportunities
  - Leverage private or other public funds to create additional housing opportunities
  - Subject to the availability of funding, develop or acquire 300 affordable rental housing units over the next 5 years
  - Other: (list below)
- PHA Goal:** Improve the quality of assisted housing

#### **Objectives:**

- Improve public housing management: (PHAS score) achieve and maintain High Performer status in the Public Housing Program by October 1, 2002
- Improve voucher management: (SEMAP score) achieve and maintain High Performer status in the Voucher and Section 8 programs by October 1, 2002
- Increase customer satisfaction:
  1. Improve Communications with Residents and Program Participants through the Use of News Letters and Resident Meetings.
  2. Monitor results from our Customer Service Evaluation system and use the results to implement changes, which will improve customer service.
  3. Continue to provide staff training opportunities, which support improvements in the quality of the Authority's housing programs.
- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
  1. Conduct Annual Housing Choice Voucher Program inspections within 365 days of the last inspection.
  2. Conduct quality control audits of annual eligibility determinations for no less than 3% of Housing Choice Voucher Program files.
  3. Conduct initial unit inspections for the Housing Choice Voucher Program within a 7 - 10 day time period.

4. Reduce the number of days a Section 8 Owner Participant receives the initial rent check from 22 days to 11 days from the date the unit passes inspection.
5. Establish a landlord “hotline” to improve response time to inquiries.

- Renovate or modernize public housing units:
- 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 at initial family briefings and during annual re-examinations.
- Conduct outreach efforts to potential voucher landlords by conducting annual owner workshops to encourage Voucher Program participation.
- Increase voucher payment standards
- Continue to seek funding to continue the IDEA Homeownership Program for graduating FSS Participants
- Participate in Rental Property Association events as they occur to market to potential Section 8 Owners
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists: The Authority shall implement project based waiting for complexes where such lists improve marketability
- Convert public housing to vouchers:
- Other: (list below)

**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:
- Implement public housing security improvements:

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

**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:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

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

**Objectives:**

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability through dissemination of information to program participants and follow-up with HUD on potential discrimination complaints.
- 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)

Annual PHA Plan

**PHA Fiscal Year 2002**

[24 CFR Part 903.7]

**i. Annual Plan Type:**

**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)]

The Housing Authority of the County of Merced (HACM) has prepared our Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act (QWHRA) of 1998, and the ensuing HUD requirements. The Plan describes the Housing Authority, its mission and strategy for addressing the housing needs of low-income and very-low income families in Merced County.

A Board of seven Commissioners, including two residents of the Housing Authority, governs the Housing Authority of the County of Merced. An Executive Director and 62 staff members manage the Agency. The HACM is a public housing agency as defined in the United States Housing Act of 1937, as amended, and in 24 C.F.R. Chapter VIII. The Housing Authority is organized under Section 31000, et a seq., of the California Health and Safety Code.

The primary objective of the Housing Authority of the County of Merced is to provide decent, safe and sanitary housing to low-income families at an affordable price. Our mission is to provide this housing within an environment that fosters the advancement of low-income families from a position of dependency to one of self-sufficiency.

The Housing Authority has the responsibility for planning, financing, constructing, purchasing and managing properties using a variety of affordable housing programs. As the manager of rental properties, the Housing Authority performs all the functions of a private owner, including selection of residents, rent collection and property maintenance. The Housing Authority also administers the Section 8 tenant-based assistance program. The Housing Authority Housing Choice Voucher Program--which is a merger of the Voucher and Certificate Programs into one program--allows for easier management by the Agency and provides housing choices to families by utilizing the private market, thereby creating a win-win scenario for everyone. In the County of Merced, the Housing Authority serves a total of 3,450 households, including 2,658 Section 8 Vouchers/Rental Certificates, \*538 Public Housing units, 254 Migrant Farm Labor units, 73 Rural Development rental units, and 50 CHRP-R rental units.

Federal laws establish the rent structure of the housing programs administered by the Housing Authority and require that family income be verified annually. Federal Regulations also impact the selection of program participants, occupancy, ease and grievance procedures. This Agency Plan deals with those policies and procedures for public housing that have been modified as a result of QHWA.

In our Five-Year Plan, the Housing Authority recognizes the need for more affordable housing in the County of Merced. Our goal of developing additional affordable housing has been established to address the need.

\* (Due to Home Ownership sales this number is in constant flux).

We have adopted the following mission statement to guide the activities of the Housing Authority of the County of Merced:

The mission of the Housing Authority of the County of Merced is to serve the changing needs of the people of the County of Merced by providing decent, affordable housing through the maintenance of existing resources and the development of new ones, with a commitment to quality management and financial integrity.

We have also adopted the following goals for the next five years:

### **MANAGEMENT**

1. Maintain "High Performer" status in HUD's Management Assessment Systems.
2. Manage the Housing Authority of the County of Merced in a manner that results in full compliance with applicable statutes and regulations as defined by program audit findings.
3. Continue to perform Strategic Planning (including Annual, Five-Year, and Agency Plans).

### **EXPANSION OF HOUSING STOCK**

1. Complete the rebuilding process at Merced, Planada, and Los Banos Migrant Centers.
2. Develop Single Family Housing in Merced, using Firm Build Program.
3. Develop new affordable housing units/complexes throughout Merced County.
4. As a member of the Affordable Housing Agency (JPA) utilize tax exempt bond financing to develop affordable housing throughout the JPA's jurisdiction, including Merced County.

### **MARKETABILITY**

1. Enhance the marketability of the Housing Authority of the County of Merced's public housing units.
2. The Housing Authority of the County of Merced shall become a more customer-oriented organization.

### **SECURITY**

1. Provide a safe and secure environment in the Housing Authority of the County of Merced's public housing developments.
2. Provide a safe and secure environment for the Housing Authority of the County of Merced's employees.
3. Improve resident and community perception of safety and security in the Housing Authority of the County of Merced's public housing developments.

### **TENANT-BASED HOUSING**

1. Manage the Housing Authority of the County of Merced's tenant-based program in an efficient and effective manner thereby qualifying as a "High Performer" under HUD's Section 8 Management Assessment Program (SEMAP).
2. Lease up all new increments of Section 8 Housing

#### **MAINTENANCE**

1. Maintain the Housing Authority of the County of Merced's real estate in a decent condition.
2. Deliver timely and high quality maintenance service to the residents of the Housing Authority of the County of Merced.

#### **EQUAL OPPORTUNITY**

1. Operate the Housing Authority of the County of Merced in full compliance with all Equal Opportunity laws and regulations.

#### **FISCAL RESPONSIBILITY**

1. Ensure full compliance with all applicable standards and regulations including government generally accepted accounting practices.
2. Reduce dependency on federal funding.

#### **PUBLIC IMAGE**

1. Perform public relations throughout community.
2. Enhance the image of affordable housing programs in our community.
3. Develop productive partnerships with community organizations (including Resident Councils, Central Valley Coalition for Affordable Housing (CVCAH) Non-Profit, Firm Build Non-Profit, City and County Governments, and HUD).

#### **SUPPORTIVE SERVICES**

1. Improve access of public housing residents to services that support economic opportunity and quality of life.
2. Improve economic opportunity (self-sufficiency) for the families and individuals that reside in our housing.
3. Build the John Shelley Obanion Learning Center. – The center will be leased by the Housing Authority to serve Non-Profit Organizations, including daycare provider, a Health organization, The County Library, local police and the Housing Authority.

Our Annual Plan is based on the premise that if we accomplish our goals we will be working towards the achievement of our mission. The plans, statements, budget summary, policies, etc., set forth in the Annual Plan all lead towards the accomplishment of our goals. Taken as a whole, they outline a comprehensive approach towards our goals and are consistent with

the Consolidated Plan.

## Annual Plan Table of Contents

[24 CFR Part 903.7 9(r)]

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#### **Attachments**

##### Required Attachments:

- Admissions Policy for Deconcentration
- FY 2002 Capital Fund Program Annual Statement
- Voluntary Conversion Initial Assessments
- PHA Progress on 2000 Annual / 5-Year Plan: see *Executive Summary*
- Resident Membership on the PHA Governing Board
- Membership of the Resident Advisory Board
- Description of Implementation of Public Housing Resident Community Service Requirements

##### Optional Attachments:

- PHA Management Organizational Chart
- FY 2001 Capital Fund Program 5 Year Action 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) see: *hard copy*
- Other (List below, providing each attachment name)

Supporting Documents Available for Review

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	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 year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	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
N/A	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
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	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
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other	Annual Plan: Community

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
N/A	resident services grant) grant program reports	Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention ( In Process)
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs

## **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.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
<b>Family Type</b>	<b>Overall</b>	<b>Afford-ability</b>	<b>Supply</b>	<b>Quality</b>	<b>Accessibility</b>	<b>Size</b>	<b>Location</b>
Income <= 30% of AMI	94%	5	5	4	5	2	3
Income >30% but <=50% of AMI	88%	5	5	4	5	2	3
Income >50% but <80% of AMI	70%	5	5	4	5	2	3
Elderly	62%	5	5	4	5	2	3
Families with Disabilities	N/A	-	-	4	5	2	3
Afro-American	7%	5	5	4	5	2	3
Hispanic	24%	5	5	4	5	2	3
Other (non-Hispanic and Non Afro-American)	69%	5	5	4	5	2	3

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: 2002?
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

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

<b>Public Housing Program - Housing Needs of Families on the Waiting List</b>			
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	2743	100	25
Extremely low income <=30% AMI	1944	71	
Very low income (>30% but <=50% AMI)	342	12	
Low income (>50% but <80% AMI)	457	13	
Families with children	1738	63	
Elderly families	119	4	
Families with Disabilities	16	1	
Race/ethnicity: White	2456	90	
Race/ethnicity: Hispanic	1506	55	
Race/ethnicity: Black	227	8	
Race/ethnicity: Native American	6	0	
Race/ethnicity: Asian	53	2	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	901	33	
2 BR	905	33	
3 BR	617	22	
4 BR	200	7	
5 BR	103	4	
5 +	15	1	
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			

<b>Section 8 Program - Housing Needs of Families on the Waiting List</b>
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### Section 8 Program - Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance  
 Public Housing  
 Combined Section 8 and Public Housing  
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	1505	100	802
Extremely low income <=30% AMI	978	65	
Very low income (>30% but <=50% AMI)	275	18	
Low income (>50% but <80% AMI)	252	15	
Families with children	1028	68	
Elderly families	48	3	
Families with Disabilities	114	8	
Race/ethnicity White	1073	71	
Race/ethnicity Hispanic	727	48	
Race/ethnicity Black	309	21	
Race/ethnicity Native American	17	1	
Race/ethnicity Asian	98	7	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5 +			

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

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?

No  Yes

## C. Strategy for Addressing Needs

### (1) Strategies

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

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

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

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

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

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

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

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

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

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

HACM has received an income targeting waiver for its WtW program. WtW admissions are not counted toward the income targeting requirements. HACM has received for the current year an income targeting waiver decrease from 75% to 25% for new admissions for the Section 8 tenant-based program.

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

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

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

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

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

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

Other: (list below)

The HACM has in the past and continues in the future to apply for vouchers through the mainstream disability program and any other targeted disability funding. In addition, the HACM has applied for fair share allocations which request targeting of 15% of the received funding for disabled families and 3% of the funding for families with a Section 1915© waiver through Social Security.

The HACM actively pursues supportive services through local agencies, such as Merced County Mental Health Department and the Independent Living Skills Program.

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

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

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

Other: (list below)

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

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

Market the section 8 program to owners outside of areas of poverty /minority concentrations

An Owner Advisory Council of Section 8 Owners/Property Managers has been formed to evaluate the housing needs of low-income families in the area. In addition, the HACM is a member of the rental property management monthly meeting and speaks regularly at the meetings, along with attending local police/owner meetings in each area of Merced. Monthly Owner's Briefings are conducted for new owners to the program. Also a monthly newsletter is generated to participating owners.

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)]

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	\$278,181	Public Housing
b) Public Housing Capital Fund	\$1,301,157	Public Housing
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$11,441,441	Section 8
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$120,747	Public Housing
g) Resident Opportunity and Self- Sufficiency Grants	\$150,000	Public Housing
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>Youth Build</b>	\$500,000	Public Housing
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>3. Public Housing Dwelling Rental Income</b>	\$1,981,410	Public Housing
<b>4. Other income (list below)</b>		
Interest	\$14,740	Public Housing
Other Income	\$58,400	Public Housing
<b>5. Non-federal sources (list below)</b>		
<b>State Programs</b>	\$5,438,000	State Migrant Housing
<b>Total resources</b>	\$21,284,076	

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

[24 CFR Part 903.7 9 (c)]

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

##### **(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)
- When families are within a certain time of being offered a unit: (state time)
- Other: When the family submits an application, eligibility begins and continues until the family is found either "eligible or ineligible". Eligible families are placed on an "Eligible" Waiting list.

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: Credit History, Home Visit, and required Orientation Sessions

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)

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? None

3. 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 :

Interested families can call 209-722-3501, and an application will be mailed to the family, upon request.

### **(3) Assignment**

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

- One
- Two
- Three or More: "For Area Wide" Waiting Lists

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
- Some 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)

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

\_\_\_\_\_ Date and Time

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)

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

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

c. 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 : N/A**

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

### (1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)
- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
- Other (describe below)  
Current address and current or former landlord

### (2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- PHA main administrative office
- Other (list below):  
Mailed to outlying areas and disabled families

### (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 HACM automatically gives the voucher holder a 120-day period to search for housing upon issuance of the voucher. There are no extensions after the 120 day period except in cases of reasonable accommodation requests.

**(4) Admissions Preferences**

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

Families applying specifically for projects formerly financed by the Rural Development Program; Families displaced due to the conversion of Rural Development properties; Families referred by the City of Merced Housing Program and the City of Los Banos Housing Program; Families with an in-place preference; Families referred by the Independent Living Skills Program through Merced College and Human Services Agency; Families referred by CalWorks and other agencies for the

WTW Program; Families referred by low income tax credit developments and Central Valley Coalition for Affordable Housing.

2. 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 - If all other equals, this is determining factor.

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 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
- 1 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)
- 1 Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- 1 Other preference(s) (list below) :  
Same as # 2 above and equal weight given.

3. 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

4. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one) – **Not Applicable**

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

5. 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

WtW Admissions are not counted toward income targeting requirements. Also the HACM has received HUD approval to decrease percentage from 75% to 25% of income targeting requirements for other applicants.

**(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):

Speaking engagements through Rental Management Meetings: Owner Briefings and Owner Newsletters. Communication to other public and service oriented agencies.

**4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

**A. Public Housing**

**(1) Income Based Rent Policies**

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: Per HUD requirements

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

f. Rent re-determinations:

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

- Never
- 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

### (1) Payment Standards

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

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

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

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

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

- 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):  
Families can meet 40% cap.

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

- Annually
- Other (list below):  
At least semi-annually

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):  
meeting 40% cap.

**(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)]

**A. PHA Management Structure**

- 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 PHA is headed by the Board of Commission. The Executive Director of the Housing Authority of the County of Merced manages, on a day to day basis, the Housing Authority. Department Heads manage departments within the agency.

**B. HUD Programs Under PHA Management**

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing		
Section 8 Vouchers	2042	480
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)	WtW: 406	60
Public Housing Drug Elimination Program (PHDEP)		N/A
Other Federal Programs(list individually)		

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**C. Management and Maintenance Policies**

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

(a) Management Policies:

1. DE-CONCENTRATION POLICY
2. ONE STRIKE POLICY
3. DRUG FREE WORKPLACE POLICY
4. HARASSMENT POLICY
5. INVESTMENT POLICY
6. FAMILY AND MEDICAL LEAVE POLICY
7. ADMINISTRATION AND PROCUREMENT POLICY
8. OCCUPANCY POLICY
9. LEASE AND OCCUPANCY RULES

(b) Maintenance Policies:

1. GENERAL MAINTENANCE POLICY
2. PEST POLICY
3. PREVENTATIVE MAINTENANCE POLICY

(2) Section 8 Management: (list below)

(a) Administrative Plan

(b) Policies

1. Expanding Housing Opportunities

**6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

**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 903.79 (g)]

See optional attachments

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

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

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (CA02302V1)

-or-

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

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

- 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)

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

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)]

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

### 2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	
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:	
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)]

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

2. Activity Description

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

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	
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: <u>(DD/MM/YY)</u>	
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously-approved Designation Plan?	
6. Number of units affected:	
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)]

### **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.)

#### 3. Activity Description

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

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number: <b>All except CA- 023-13</b>	
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**

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

2. Activity Description

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

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: Acquisition Home 1b. Development (project) number: CA 23-21, CA 23-22, CA 23-23
2. Federal Program authority: <input type="checkbox"/> HOPE I <input checked="" 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 checked="" type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: <u>11/02/01</u>
5. Number of units affected: 98 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input checked="" 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)]

### A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 04/30/00

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):  
Partner to administer Family Unification Program

**C. 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)

1. Economic and Self- Sufficiency Programs

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
PHDEP	540	OPEN	Residents Services	Public Housing
ROSS	540	OPEN	Residents Services	Public Housing

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

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2002 Estimate)	Actual Number of Participants (As of: 7-02-01)
Section 8 Tenant Based FSS	252	332

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

**C. Welfare Benefit Reductions**

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

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

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

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

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

26-1,2,3,6 and 8

**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)

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

23-01, 23-10, 23-06

### 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)  
Monthly Crime reports from all areas.

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

26-1,2,3,6, and 8

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

- 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 2002 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment (Attachment Filename:

## **14. PET POLICY**

[24 CFR Part 903.7 9 (n)]

The following rules are established to govern the keeping of pets in and on properties owned and operated by the Housing Authority of the County of Merced (herein after referred to as "HACM"). Tenants and/or owners and their families are herein after referred to as "tenant". Guide dogs for the blind, or other animals specifically utilized in assisting the disabled or the elderly, are specifically excluded from these rules. HACM may designate areas as pet free in the individual complexes. Further, HACM reserves the right to exclude any of the permitted pets from the particular complexes of HACM or from particular units.

*HACM further reserves the right to exclude different breeds of animals or any individual animal at its discretion.*

*All pets must be registered with HACM. Tenant must receive and maintain a written permit to keep any animal/pet on or about the premises. You must have an HACM written permit and approval before you obtain a pet. This privilege may be revoked at any time subject to HACM grievance procedure if the animal/pet becomes a problem of any kind including, but not limited to, destruction of HACM property or the property of others, a nuisance or safety hazard to HACM employees or others and/or tenant's failure to comply with the following requirements:*

- 1. A maximum number of two (2) pets is allowed. Only one of the pets may be a dog or a cat.*
- 2. Permitted pets are domesticated dogs, cats, birds and fish aquariums. Dogs must weigh under twenty (20) pounds (adult size) at all times. No vicious, aggressive, or intimidating animals are to be kept. No other type of pet is allowed under any circumstances including, but not limited to, illegal, exotic, or endangered animals, or snakes, alligators, spiders, lizards, rodents, etc. Any dog who is "potentially dangerous" and/or "vicious" as defined in California Food and Agriculture Code Sections 31601-31683 shall not be permitted and must be removed immediately.*
- 3. Dogs are to be licensed yearly with the proper authorities. Tenant must show proof of Parvo and Distemper shots as well as yearly Distemper and Rabies booster shots. Cats are to be vaccinated for Feline Leukemia and yearly Distemper shots. Proof of inoculations shall be in the form of a certification by a licensed veterinarian or a state or local authority.*

4. *All cats and dogs must be spayed or neutered. If such animals/pets are not spayed and have offspring's, tenant is in violation of this rule. Tenant must provide HACM with adequate proof of spaying or neutering of animal. All cats must be de-clawed.*
5. *No pet may be kept in violation of state humane or health laws, animal cruelty laws, or local ordinances. It is tenant's responsibility to know these laws and local ordinances and to follow them at all times.*
6. *Dogs and cats shall remain inside a tenant's unit or the tenant's fenced property, unless they are on a leash and directly controlled by an adult. Animals shall be kept off of other tenant's lawns. Birds must be confined to a cage at all times. Fish are to be kept in a properly equipped fish aquarium.*
7. *Tenant is to provide waterproof and leak-proof litter boxes for cat waste, which are to be kept in the unit. Tenant is not allowed to let waste accumulate. Tenant is responsible for properly disposing of cat waste in container provided by HACM outside unit.*

*Tenant is responsible for promptly cleaning up pet droppings, if any, outside of their unit on HACM property, and properly disposing of said droppings in container provided by HACM outside unit. Tenant must also notify HACM immediately if there is any damage to the tenant's unit or damage or problem with any fencing and/or gates for the unit. **If HACM staff is required to clean up any waste left by a pet, the tenant will be charged \$25.00 for removal of the waste and/or droppings.***

8. *Tenant shall take adequate precautions to eliminate any pet odors within or around unit and maintain unit in a sanitary condition at all times.*
9. *Tenant shall not permit any disturbance by their pets, which would interfere with the peaceful enjoyment of other tenants, neighbors and HACM employees, whether by loud barking, howling, biting, scratching, chirping or other activities.*

*Repeated and substantiated complaints by neighbors or HACM personnel, regarding pets disturbing the peace of neighbors through noise, odor,*

*animal waste, damage to the premises or other nuisance will result in the family having to move the pet or possible eviction from the unit by the tenant and his/her family.*

10. *If pets are left unattended for twenty-four (24) hours or more, HACM may enter to remove the pet and transfer it to the proper authorities subject to the provisions of Section 1954 of the California Civil Code. **The tenant will be charged a \$35.00 fee for such removal of a pet from a unit.** It shall be the responsibility of the tenant to reclaim the pet and will be at the expense of the tenant. HACM accepts no responsibility for the pet under such circumstances.*
11. *Tenant shall not alter their unit, patio, or unit area to create an enclosure or other structure for an animal.*
12. *Tenant is responsible for all damages including, but not limited to: cost of fumigation, damage to carpet, damage to unit, damages to yard or fencing, or any other damage caused by the pet or pets. Pets are to be kept flea, tick and lice free at all times. Tenant will be responsible for flea, tick or any other disease eradication in the event of infestation.*
13. *Tenant is prohibited from feeding stray animals. The feeding of stray animals shall constitute having a pet without permission of HACM.*
14. *Tenant shall pay a pet fee of \$10.00 per month for a dog or a cat. Tenant shall pay a pet fee of \$3.00 per month for a bird or fish aquarium.*
15. *Tenants who violate these rules are subject to:*
  - a) *Being required to remove the pet or pets within fourteen (14) days of notice by HACM, and/or*
  - b) *Eviction from public housing*
16. *Tenant must provide to HACM the name, address, and telephone numbers of an alternate custodian for pet, in the event of tenant illness or other absence from unit.*

17. *Tenant must remove pet dog from inside the unit if tenant requests a work order and will not be home during scheduled hours for repair. Maintenance personnel will not enter unit if pet dog is present.*
18. *Any animals unleashed or running loose outside the tenant's unit and/or yard will be turned over to an animal control officer or taken to the local animal shelter.*
19. *Dogs and cats are to be housebroken and at least six (6) months old before they are allowed in the tenant's unit.*
20. *Pet owner shall provide HACM with copies of licensing documents immunization certificates and proof of spaying/neutering before the pet is allowed to be kept at the tenant's unit. It is the tenant's responsibility to update the licensing documents and immunization certificates on a yearly basis and provide those updated documents to HACM.*
21. *The HACM will issue a "pet tag" that must be worn along with the proper pet "license" on a collar at all times by an authorized dog or cat. Dogs are to wear, at all times, their current dog license and rabies vaccination tags. A fish aquarium shall not be larger than a 20-gallon tank and must be properly secured and maintained for safety.*
22. *The tenant shall immediately notify HACM of any incident involving the pet where there is any incident, attacking, biting, scratching, injury, damage of any kind to person or property, or complaints from others or any citations, fines, penalties, warning, written reports/letters from any public, community, or governmental agency.*

*Each tenant has read and understands HACM's Pet Policy and agree to be bound by and follow all of the terms and conditions contained therein. Tenant understands and agrees that if tenant or any member of tenant's family or guests or other person under tenant's control violates any of these rules, then tenant and family may be subject to removal of pets from the housing unit and tenant and family may be evicted from public housing at HACM.*

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Tenant Signature

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Date

---

Tenant Signature

---

Date

---

Housing Authority Staff Signature

---

Date

## **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)]

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:
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
  4.  Other: (describe)  
Note: From the inception of our Housing Authority, All Commissioners (including two resident commissioners) have been appointed by the Board of Supervisors of our county and therefore elections are not held. In addition, we have not provided for resident commissioner elections in our Agency Plan, therefore their election is not required
  - 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**

1. Consolidated Plan jurisdiction: State of California and County of Merced
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)

**C. Other Information Required by HUD**

**DEFINITION OF SUBSTANTIAL DEVIATION:**

Substantial deviations, significant amendments, and/or modifications are considered discretionary changes in the plans or policies of the Housing Authority that fundamentally change the mission, goals, objectives, and/or plans of the Agency. This manner of change requires formal approval from the Board of Commissioners.

**FOLLOW-UP PLAN ADDRESSING AREAS IDENTIFIED IN THE RASS RESIDENT SURVEY:**

Our Housing Authority will implement the following plan to address areas identified in HUD's "RASS Resident Satisfaction Survey".

**Areas to be Addressed:**

Safety : Fencing Improvements- select developments.  
 Increased law enforcement participation

## **COMMUNITY SERVICE REQUIREMENT:**

### **HOUSING AUTHORITY COUNTY OF MERCED COMMUNITY SERVICE GUIDLINES AND RULES**

#### Program Eligibility

Eligibility and ineligible participants will be determine by the guidelines set forth in the 1998 QWHRA amending the 1937 Housing Act : Section 512

Exempted person (s):

- A. is 62 years of age or older
- B. is a blind or disabled individual
- C. is engaged in a work activity
- D. meets the requirements for being exempted from having to engage in a work activity under the State program

\*\* Eligible participants are any residents who so not meet the criteria for exemption.

#### Community Service (defined)

All eligible residents must participant in economic self-sufficiency program 8 hours per month  
or

Contribute 8 hours per month of community service:

- volunteer work in a local school, hospital, child care center, homeless shelter, or other community service organization
- working with youth organizations
- helping neighborhood groups on special projects
- participation in programs that develop and strengthen residents self-responsibility such as:
  - Drug and alcohol abuse counseling and treatment
  - Household budgeting and credit counseling
  - English proficiency

#### Annual Determination

Once an activity has been pre-approved the resident will be issued a yearly activity record form. This form will include information relevant for determining the residents' participation in a community service program.

\*\* It is the responsibility of the resident participating in the program to furnish "proof" of the participation. This "proof" provided by the finished yearly activity record, would then be reviewed at the residents' annual recertification. If the resident has not met the threshold of 8 hours per month (accumulation is acceptable) the eviction proceeding will begin. This action is subject to the HACM grievance procedure.

**Component 3, (6) Deconcentration and Income Mixing**

a.  Yes  No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b.  Yes  No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

<b>Deconcentration Policy for Covered Developments</b>			
<b>Development Name:</b>	<b>Number of Units</b>	<b>Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]</b>	<b>Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]</b>

**Resident Advisory Board**  
**Members**

Fiscal Year 2002

Public Housing

Linda Ingram  
8827 W. Globe Ave  
Dos Palos, Ca 93620

Maria Venegas  
2850 Crest Road  
Atwater , Ca 95301

Section 8

Deejah Mansur  
1443 Conestoga  
Merced, Ca 95340

Resident Commissioners

On

PHA Board

Section 8

Margaret Warmack  
3320 Santa Rosa Ct. Apt A  
Merced, Ca 95348

Public Housing

Maria Lucio  
414 George Dr.  
Merced, Ca 95340

**2002 PHA Plan**  
Statement of Progress

PHA GOALS AND OBJECTIVES

In reviewing our goals and objectives to evaluate progress, a separation was required between on-going and specific goals/objectives.

Most goals/objectives fit into the on-going category. In this area the agency has and is demonstrating adherence to and successful completion of all stated goals and objectives.

Regarding some specific goals/objectives. The agency is working and progressing in the goal to develop (300) affordable housing units over the 5 years. We met our 98% occupancy rate in public housing. The Section 8 department has met the stated goals for unit inspections. The John O'Banion Learning Center will be completed in August of 2002. The agency did receive High Performer Status in the previewing fiscal year evaluated. Additionally we are currently working on acquiring and preserving affordable housing in our community through partnerships.

## CAPITAL FUND PROGRAM TABLES START HERE

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> <i>The Housing Authority of the County of Merced</i>		<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>PO2350102</b> Replacement Housing Factor Grant No:			<b>Federal FY of Grant</b> <b>2002</b>
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Performance & Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance & Evaluation					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	\$ 157,000			
4	1410 Administration	\$ 97,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$ 80,000			
8	1440 Site Acquisition				
9	1450 Site Improvements				
10	1460 Dwelling Structures	\$ 921,989			
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Nondwelling Structures	\$ 10,000			
13	1475 Nondwelling Equipment	\$ 50,000			
14	1485 Demolition				
15	1490 Replacement Reserves				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization Expenses or Debt Service				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

<b>PHA Name:</b> <i>The Housing Authority of the County of Merced</i>	<b>Grant Type and Number</b> Capital Fund Program Grant No: <u>PO2350102</u> Replacement Housing Factor Grant No:	<b>Federal FY of Grant</b> 2002
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Original Annual Statement   
  Reserve for Disasters/Emergencies   
  Revised Annual Statement (revision no: )  
 Performance & Evaluation Report for Period Ending:   
  Final Performance & Evaluation

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2-20)	\$ 1,315,989			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security -- Soft Costs				
25	Amount of Line 21 Related to Security -- Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

## Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

#### Part II: Supporting Pages

PHA Name: <i>The Housing Authority of the County of Merced</i>		Grant Type and Number Capital Fund Program Grant No: <b>PO2350102</b> Replacement Housing Factor Grant No:			Federal FY of Grant <b>2002</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	<b>MANAGEMENT IMPROVEMENTS</b>	1408		<b>\$ 157,000</b>				
	<i>1-Year Salary for Resident Services Position</i>			\$ 20,000				
	<i>Software to upgrade Central Computer System</i>			\$ 50,000				
	<i>Maintenance Training</i>			\$ 10,000				
	<i>Consultants for In-house Training</i>			\$ 5,000				
	<i>Develop Work Order Tracking System for Tenant Services Request</i>			\$ 60,000				
	<i>Program to Provide Resident Training</i>			\$ 12,000				
PHA-Wide	<b>ADMINISTRATION</b>	1410		<b>\$ 97,000</b>				
	<i>Salary for Development Manager</i>			\$ 50,000				
	<i>Training &amp; Travel for Management Staff</i>			\$ 6,000				
	<i>Salary for Development Technician</i>			\$ 30,000				
	<i>Newspaper Advertising</i>			\$ 2,000				
	<i>Legal Services to obtain advice on Legal Issues</i>			\$ 5,000				
	<i>Office Supplies</i>			\$ 4,000				
PHA-Wide	<b>FEES &amp; COSTS</b>	1430		<b>\$ 80,000</b>				
	<i>Permit &amp; Fees</i>			\$ 5,000				
	<i>Job Inspection</i>			\$ 5,000				
	<i>Engineering Services</i>			\$ 10,000				
	<i>Architectural Fees</i>			\$ 60,000				
PHA-Wide	<b>DWELLING STRUCTURES</b>	1460		<b>\$ 921,989</b>				
23-001	<i>Modernize Units</i>		50	\$ 162,157				
23-003	<i>Replace Floor Tile, Reconstruct Walks, Bath Mod</i>		14	\$ 135,568				
23-005	<i>Modernize Kitchen &amp; Baths, Install HVAC</i>		27	\$ 225,000				



## Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

#### Part III: Implementation Schedule

<b>PHA Name:</b> <i>The Housing Authority of the County of Merced</i>		<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>PO 2350102</b> Replacement Housing Factor No:				<b>Federal FY of Grant:</b> <b>2002</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
23-001	30-Sep-03			31-Mar-04			
23-003	30-Sep-03			31-Mar-04			
23-005	30-Sep-03			31-Mar-04			
23-006	30-Sep-03			31-Mar-04			
23-011	30-Sep-03			31-Mar-04			
23-012 A & B	30-Sep-03			31-Mar-04			
23-012 C & D	30-Sep-03			31-Mar-04			
23-021	30-Sep-03			31-Mar-04			
23-022	30-Sep-03			31-Mar-04			
23-023	30-Sep-03			31-Mar-04			

## Capital Fund Program Five-Year Action Plan

### Part I: Summary

PHA Name:		<input checked="" type="checkbox"/> Original 5-Year Plan			
<i>The Housing Authority of the County of Merced</i>		<input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1 2002	Work Statement for Year 2 FFY Grant: 2003 PHA FY: 2003	Work Statement for Year 3 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 4 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 5 FFY Grant: 2006 PHA FY: 2006
	Annual Statement				
CA39POO23-001		\$125,568	\$125,568	\$125,568	\$100,000
CA39POO23-002		\$0	\$20,000	\$20,000	\$0
CA39POO23-003		\$15,000	\$0	\$0	\$151,989
CA39POO23-004		\$0	\$200,000	\$200,000	\$0
CA39POO23-005		\$150,000	\$100,000	\$100,000	\$200,000
CA39POO23-006		\$50,000	\$50,000	\$50,000	\$0
CA39POO23-010		\$0	\$50,000	\$50,000	\$0
CA39POO23-011		\$0	\$25,000	\$25,000	\$80,000
CA39POO23-012A, B, C, D		\$75,000	\$72,157	\$72,157	\$40,000
CA39POO23-013		\$50,000	\$10,000	\$10,000	\$0
CA39POO23-021		\$200,000	\$100,000	\$100,000	\$150,000
CA39POO23-022		\$144,264	\$75,000	\$75,000	\$100,000
CA39POO23-023		\$112,157	\$94,264	\$94,264	\$100,000
Management Improvements		\$157,000	\$157,000	\$157,000	\$157,000
Non-Dwelling Structures & Equipment		\$60,000	\$60,000	\$60,000	\$60,000
Administration		\$97,000	\$97,000	\$97,000	\$97,000
Fees and Costs		\$80,000	\$80,000	\$80,000	\$80,000
<b>CFP Funds for 5-year planning</b>		<b>\$1,315,989</b>	<b>\$1,315,989</b>	<b>\$1,315,989</b>	<b>\$1,315,989</b>
<b>Replacement Housing Factor Funds</b>					





## CAPITAL FUND PROGRAM TABLES START HERE

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> <i>The Housing Authority of the County of Merced</i>		<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>PO2350100</b> Replacement Housing Factor Grant No:			<b>Federal FY of Grant</b> <b>2000</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance & Evaluation Report for Period Ending: March 31, 2002 <input type="checkbox"/> Final Performance & Evaluation					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	\$ 157,000.00		\$ 157,000.00	\$ 157,000.00
4	1410 Administration	\$ 97,000.00		\$ 121,299.35	\$ 121,299.35
5	1411 Audit			\$ -	\$ -
6	1415 Liquidated Damages			\$ -	\$ -
7	1430 Fees and Costs	\$ 80,000.00		\$ 41,984.11	\$ 41,984.11
8	1440 Site Acquisition			\$ -	\$ -
9	1450 Site Improvements			\$ -	\$ -
10	1460 Dwelling Structures	\$ 697,157.00		\$ 912,644.34	\$ 912,644.34
11	1465.1 Dwelling Equipment - Nonexpendable			\$ -	\$ -
12	1470 Nondwelling Structures	\$ 200,000.00		\$ 14,741.43	\$ 14,741.43
13	1475 Nondwelling Equipment	\$ 70,000.00		\$ 53,487.77	\$ 53,487.77
14	1485 Demolition				
15	1490 Replacement Reserves				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization Expenses or Debt Service				

## Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

<b>PHA Name:</b> <i>The Housing Authority of the County of Merced</i>	<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>PO2350100</b> Replacement Housing Factor Grant No:	<b>Federal FY of Grant</b> <p style="text-align: center;"><b>2000</b></p>
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- Original Annual Statement   
 Reserve for Disasters/Emergencies   
 Revised Annual Statement (revision no: )  
 Performance & Evaluation Report for Period Ending: March 31, 2002   
 Final Performance & Evaluation

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2-20)	\$1,301,157		\$ 1,301,157.00	\$ 1,301,157.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security -- Soft Costs				
25	Amount of Line 21 Related to Security -- Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

## Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

#### Part II: Supporting Pages

PHA Name: <i>The Housing Authority of the County of Merced</i>		Grant Type and Number Capital Fund Program Grant No: <b>PO2350100</b> Replacement Housing Factor Grant No:			Federal FY of Grant <b>2000</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	<b>MANAGEMENT IMPROVEMENTS</b>	1408		<b>\$ 157,000</b>		<b>\$ 157,000.00</b>	<b>\$ 157,000.00</b>	Expenditures in Improvements
	Software Computer System					\$ 78,500.00	\$ 78,500.00	
	Work Order Tracking System					\$ 78,500.00	\$ 78,500.00	
PHA-Wide	<b>ADMINISTRATION</b>	1410		<b>\$ 97,000</b>		<b>\$ 121,299.35</b>	<b>\$ 121,299.35</b>	Administration Expenses
	Development Manager					\$ 65,360.97	\$ 65,360.97	
	Training & Travel					\$ -	\$ -	
	Clerical					\$ 34,337.61	\$ 34,337.61	
	Advertising					\$ -	\$ -	
	Legal Services					\$ -	\$ -	
	Employee Benefits					\$ 21,600.77	\$ 21,600.77	
PHA-Wide	<b>FEES &amp; COSTS</b>	1430		<b>\$ 80,000</b>		<b>\$ 41,984.11</b>	<b>\$ 41,984.11</b>	Fees Expended on Expenditures of Capital Fund
	Permit Fees					\$ 400.00	\$ 400.00	
	Job Inspector					\$ 41,584.11	\$ 41,584.11	
	Sundry & Site Plan					\$ -	\$ -	
PHA-Wide	<b>DWELLING STRUCTURES</b>	1460		<b>\$ 697,157</b>		<b>\$ 912,644.34</b>	<b>\$ 912,644.34</b>	Modernization of Various Projects
23-001	Modernization Units		50			\$ 462,644.34	\$ 462,644.34	
23-002	Modernization Units		20			\$ 200,000.00	\$ 200,000.00	
23-006	Exterior Paint, Replace Shut-off Valves		60			\$ 100,000.00	\$ 100,000.00	
23-12A & B	Replacing Fencing		42			\$ 30,000.00	\$ 30,000.00	
23-012C & D	Replacing Fencing		22			\$ 20,000.00	\$ 20,000.00	
23-022	Modernization Units		25			\$ 50,000.00	\$ 50,000.00	



**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

<b>PHA Name:</b> <i>The Housing Authority of the County of Merced</i>			<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>PO 2350100</b> Replacement Housing Factor No:			<b>Federal FY of Grant:</b> <i>2000</i>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date) <b>March 31, 2002</b>			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
<i>1408</i>				\$ 157,000.00		\$ 157,000.00	The Housing Authority will submit a Revise Budget when it submits the Final Performance Report.
<i>1410</i>				\$ 97,000.00		\$ 121,299.35	
<i>1430</i>				\$ 80,000.00		\$ 41,984.11	
<i>1460</i>				\$ 697,157.00		\$ 912,644.34	
<i>1470</i>				\$ 200,000.00		\$ 14,741.43	
<i>1475</i>				\$ 70,000.00		\$ 53,487.77	

## CAPITAL FUND PROGRAM TABLES START HERE

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> <i>The Housing Authority of the County of Merced</i>		<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>PO2350102</b> Replacement Housing Factor Grant No:			<b>Federal FY of Grant</b> <b>2002</b>
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Performance & Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance & Evaluation					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	\$ 157,000			
4	1410 Administration	\$ 97,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$ 80,000			
8	1440 Site Acquisition				
9	1450 Site Improvements				
10	1460 Dwelling Structures	\$ 921,989			
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Nondwelling Structures	\$ 10,000			
13	1475 Nondwelling Equipment	\$ 50,000			
14	1485 Demolition				
15	1490 Replacement Reserves				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization Expenses or Debt Service				

## Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

<b>PHA Name:</b> <i>The Housing Authority of the County of Merced</i>	<b>Grant Type and Number</b> Capital Fund Program Grant No: <u>PO2350102</u> Replacement Housing Factor Grant No:	<b>Federal FY of Grant</b> 2002
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Original Annual Statement   
  Reserve for Disasters/Emergencies   
  Revised Annual Statement (revision no: )  
 Performance & Evaluation Report for Period Ending:   
  Final Performance & Evaluation

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2-20)	\$ 1,315,989			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security -- Soft Costs				
25	Amount of Line 21 Related to Security -- Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part II: Supporting Pages**

PHA Name: <i>The Housing Authority of the County of Merced</i>		Grant Type and Number Capital Fund Program Grant No: <b>PO2350102</b> Replacement Housing Factor Grant No:			Federal FY of Grant <b>2002</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	<b>MANAGEMENT IMPROVEMENTS</b>	1408		<b>\$ 157,000</b>				
	<i>1-Year Salary for Resident Services Position</i>			\$ 20,000				
	<i>Software to upgrade Central Computer System</i>			\$ 50,000				
	<i>Maintenance Training</i>			\$ 10,000				
	<i>Consultants for In-house Training</i>			\$ 5,000				
	<i>Develop Work Order Tracking System for Tenant Services Request</i>			\$ 60,000				
	<i>Program to Provide Resident Training</i>			\$ 12,000				
PHA-Wide	<b>ADMINISTRATION</b>	1410		<b>\$ 97,000</b>				
	<i>Salary for Development Manager</i>			\$ 50,000				
	<i>Training &amp; Travel for Management Staff</i>			\$ 6,000				
	<i>Technical Assistance</i>			\$ 30,000				
	<i>Newspaper Advertising</i>			\$ 2,000				
	<i>Legal Services to obtain advice on Legal Issues</i>			\$ 5,000				
	<i>Office Supplies</i>			\$ 4,000				
PHA-Wide	<b>FEES &amp; COSTS</b>	1430		<b>\$ 80,000</b>				
	<i>Permit &amp; Fees</i>			\$ 5,000				
	<i>Job Inspection</i>			\$ 5,000				
	<i>Engineering Services</i>			\$ 10,000				
	<i>Architectural Fees</i>			\$ 60,000				
PHA-Wide	<b>DWELLING STRUCTURES</b>	1460		<b>\$ 921,989</b>				
23-001	<i>Modernize Units</i>		50	\$ 162,157				
23-003	<i>Replace Floor Tile, Reconstruct Walks, Bath Mod</i>		14	\$ 135,568				
23-005	<i>Modernize Kitchen &amp; Baths, Install HVAC</i>		27	\$ 225,000				



**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

<b>PHA Name:</b> <i>The Housing Authority of the County of Merced</i>		<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>PO 2350102</b> Replacement Housing Factor No:				<b>Federal FY of Grant:</b> <b>2002</b>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
23-001	30-Sep-03			31-Mar-04			
23-003	30-Sep-03			31-Mar-04			
23-005	30-Sep-03			31-Mar-04			
23-006	30-Sep-03			31-Mar-04			
23-011	30-Sep-03			31-Mar-04			
23-012 A & B	30-Sep-03			31-Mar-04			
23-012 C & D	30-Sep-03			31-Mar-04			
23-021	30-Sep-03			31-Mar-04			
23-022	30-Sep-03			31-Mar-04			
23-023	30-Sep-03			31-Mar-04			

# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name:		<input checked="" type="checkbox"/> Original 5-Year Plan			
<i>The Housing Authority of the County of Merced</i>		<input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1 2002	Work Statement for Year 2 FFY Grant: 2003 PHA FY: 2003	Work Statement for Year 3 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 4 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 5 FFY Grant: 2006 PHA FY: 2006
	Annual Statement				
CA39POO23-001		\$125,568	\$125,568	\$125,568	\$100,000
CA39POO23-002		\$0	\$20,000	\$20,000	\$0
CA39POO23-003		\$15,000	\$0	\$0	\$151,989
CA39POO23-004		\$0	\$200,000	\$200,000	\$0
CA39POO23-005		\$150,000	\$100,000	\$100,000	\$200,000
CA39POO23-006		\$50,000	\$50,000	\$50,000	\$0
CA39POO23-010		\$0	\$50,000	\$50,000	\$0
CA39POO23-011		\$0	\$25,000	\$25,000	\$80,000
CA39POO23-012A, B, C, D		\$75,000	\$72,157	\$72,157	\$40,000
CA39POO23-013		\$50,000	\$10,000	\$10,000	\$0
CA39POO23-021		\$200,000	\$100,000	\$100,000	\$150,000
CA39POO23-022		\$144,264	\$75,000	\$75,000	\$100,000
CA39POO23-023		\$112,157	\$94,264	\$94,264	\$100,000
Management Improvements		\$157,000	\$157,000	\$157,000	\$157,000
Non-Dwelling Structures & Equipment		\$60,000	\$60,000	\$60,000	\$60,000
Administration		\$97,000	\$97,000	\$97,000	\$97,000
Fees and Costs		\$80,000	\$80,000	\$80,000	\$80,000
<b>CFP Funds for 5-year planning</b>		<b>\$1,315,989</b>	<b>\$1,315,989</b>	<b>\$1,315,989</b>	<b>\$1,315,989</b>
<b>Replacement Housing Factor Funds</b>					





## CAPITAL FUND PROGRAM TABLES START HERE

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> <i>The Housing Authority of the County of Merced</i>		<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>PO2350100</b> Replacement Housing Factor Grant No:			<b>Federal FY of Grant</b> <b>2000</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance & Evaluation Report for Period Ending: March 31, 2002 <input type="checkbox"/> Final Performance & Evaluation					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	\$ 157,000.00		\$ 157,000.00	\$ 157,000.00
4	1410 Administration	\$ 97,000.00		\$ 121,299.35	\$ 121,299.35
5	1411 Audit			\$ -	\$ -
6	1415 Liquidated Damages			\$ -	\$ -
7	1430 Fees and Costs	\$ 80,000.00		\$ 41,984.11	\$ 41,984.11
8	1440 Site Acquisition			\$ -	\$ -
9	1450 Site Improvements			\$ -	\$ -
10	1460 Dwelling Structures	\$ 697,157.00		\$ 912,644.34	\$ 912,644.34
11	1465.1 Dwelling Equipment - Nonexpendable			\$ -	\$ -
12	1470 Nondwelling Structures	\$ 200,000.00		\$ 14,741.43	\$ 14,741.43
13	1475 Nondwelling Equipment	\$ 70,000.00		\$ 53,487.77	\$ 53,487.77
14	1485 Demolition				
15	1490 Replacement Reserves				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization Expenses or Debt Service				

## Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

<b>PHA Name:</b> <i>The Housing Authority of the County of Merced</i>	<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>PO2350100</b> Replacement Housing Factor Grant No:	<b>Federal FY of Grant</b> <b>2000</b>
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- Original Annual Statement   
 Reserve for Disasters/Emergencies   
 Revised Annual Statement (revision no: )  
 Performance & Evaluation Report for Period Ending: March 31, 2002   
 Final Performance & Evaluation

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2-20)	\$1,301,157		\$ 1,301,157.00	\$ 1,301,157.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security -- Soft Costs				
25	Amount of Line 21 Related to Security -- Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

## Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

### Part II: Supporting Pages

PHA Name: <i>The Housing Authority of the County of Merced</i>		Grant Type and Number Capital Fund Program Grant No: <b>PO2350100</b> Replacement Housing Factor Grant No:			Federal FY of Grant <b>2000</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-Wide	<b>MANAGEMENT IMPROVEMENTS</b>	1408		\$ 157,000		\$ 157,000.00	\$ 157,000.00	Expenditures in Improvements
	Software Computer System					\$ 78,500.00	\$ 78,500.00	
	Work Order Tracking System					\$ 78,500.00	\$ 78,500.00	
PHA-Wide	<b>ADMINISTRATION</b>	1410		\$ 97,000		\$ 121,299.35	\$ 121,299.35	Administration Expenses
	Development Manager					\$ 65,360.97	\$ 65,360.97	
	Training & Travel					\$ -	\$ -	
	Clerical					\$ 34,337.61	\$ 34,337.61	
	Advertising					\$ -	\$ -	
	Legal Services					\$ -	\$ -	
	Employee Benefits					\$ 21,600.77	\$ 21,600.77	
	Office					\$ -	\$ -	
PHA-Wide	<b>FEES &amp; COSTS</b>	1430		\$ 80,000		\$ 41,984.11	\$ 41,984.11	Fees Expended on Expenditures of Capital Fund
	Permit Fees					\$ 400.00	\$ 400.00	
	Job Inspector					\$ 41,584.11	\$ 41,584.11	
	Sundry & Site Plan					\$ -	\$ -	
	Architectural Fees					\$ -	\$ -	
PHA-Wide	<b>DWELLING STRUCTURES</b>	1460		\$ 697,157		\$ 912,644.34	\$ 912,644.34	Modernization of Various Projects
23-001	Modernization Units		50			\$ 462,644.34	\$ 462,644.34	
23-002	Modernization Units		20			\$ 200,000.00	\$ 200,000.00	
23-006	Exterior Paint, Replace Shut-off Valves		60			\$ 100,000.00	\$ 100,000.00	
23-12A & B	Replacing Fencing		42			\$ 30,000.00	\$ 30,000.00	
23-012C & D	Replacing Fencing		22			\$ 20,000.00	\$ 20,000.00	
23-022	Modernization Units		25			\$ 50,000.00	\$ 50,000.00	



**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**  
**Part III: Implementation Schedule**

<b>PHA Name:</b> <i>The Housing Authority of the County of Merced</i>			<b>Grant Type and Number</b> Capital Fund Program Grant No: <b>PO 2350100</b> Replacement Housing Factor No:			<b>Federal FY of Grant:</b> <i>2000</i>	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date) <b>March 31, 2002</b>			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
<i>1408</i>				\$ <i>157,000.00</i>		\$ <i>157,000.00</i>	The Housing Authority will submit a Revise Budget when it submits the Final Performance Report.
<i>1410</i>				\$ <i>97,000.00</i>		\$ <i>121,299.35</i>	
<i>1430</i>				\$ <i>80,000.00</i>		\$ <i>41,984.11</i>	
<i>1460</i>				\$ <i>697,157.00</i>		\$ <i>912,644.34</i>	
<i>1470</i>				\$ <i>200,000.00</i>		\$ <i>14,741.43</i>	
<i>1475</i>				\$ <i>70,000.00</i>		\$ <i>53,487.77</i>	

**Component 10 (B) Voluntary Conversion Initial Assessments**

- a. How many of the PHA’s developments are subject to the Required Initial Assessments? 12
- b. How many of the PHA’s developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? 1
- c. How many Assessments were conducted for the PHA’s covered developments? 12
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments: None at this time.

Development Name	Number of Units

- d. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments: N/A