

PHAPlans

5YearPlanforFiscalYears2001 -2005
AnnualPlanforFiscalYear200 3

YoloCountyHousingAuthority

**NOTE:THISPHAPLANSTEM PLATE(HUD50075)ISTOBECOMPLETEDIN
ACCORDANCEWITHINSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**

PHA Plan Agency Identification

PHAName: YoloCountyHousingAuthority

PHANumber: CA044

PHAFiscalYearBeginning: (07/2002)

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHAF ISCAL YEARS 2001 -2005
[24CFRPart903.5]

A.Mission

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

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

The Yolo County Housing Authority is committed to achieving excellence in providing safe, clean and modern affordable housing assistance while promoting self -sufficiency, upward mobility, and homeownership opportunities to the residents of the Authority and throughout Yolo County. Our goal is to be a leader in the Yolo County housing industry by building a reputation for excellent community service and customer satisfaction.

Adopted by the Board of Commissioners
Yolo County Housing Authority

B.Goals

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

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

PHA Goal: Expand the supply of assisted housing

Objectives:

Apply for additional rental vouchers:

Reduce public housing vacancies:

Leverage private or other public funds to create additional housing opportunities:

(1) The Authority will apply to at least three housing funding agencies that provide funds for housing development projects. The authority intends to apply for TCAC, CDBG and HCD funds to construct housing on existing housing authority properties to accomplish this goal.

Progress: The YCHA will be re-organizing to focus more resources on economic development. A consultant has been hired to help with the process.

Acquire or build units or developments

(1) The Yolo County Housing Authority will leverage existing assets with other public funds to purchase an existing Senior citizen project that will maintain and expand additional housing opportunities for senior citizens.

(2) The Yolo County Housing Authority will explore the possibility of purchasing developments that allow Section 8 participants to opt -out of their project based obligations.

Progress: (1) The YCHA has completed the purchase of an existing senior citizen project.

(2) The YCHA is exploring the possibility of purchasing developments that allow Section 8 participants to opt -out of their project-based obligations.

Other(listbelow)

(1) The Authority will explore the possibility of obtaining funds to construct a Farmworker Housing Project and a Self -Help housing project.

Progress: On-going.

PHA Goal: Improve the quality of assisted housing

Objectives:

Improve public housing management: (PHAS score)

(1) The Housing Authority will work diligently to ensure that it receives at least a score above 80.

Progress: On-going.

Improve voucher management: (SEMAP score)

(1) Staff will work to reach a passing score in each of the areas of SEMAP.

Progress: Staff has attended training on Section 8 updates including rent calculations, qualifications, and other items.

Increase customer satisfaction:

(1) Staff will be sent to training seminars that will improve skills in customer satisfaction.

Progress: Staff has attended seminars that focus on customer satisfaction.

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

Progress: Staff has attended FSS training and micro-enterprise training.

Renovate or modernize public housing units:

(1) The Authority will modernize all existing 431 public housing units within the next ten years.

Progress: The Authority is planning an updated Physical Needs Assessment in the upcoming year. This will help the Authority to plan which developments will be priorities for modernization. Please refer to the FY2001 CFP Budget Report in Attachment ca044b01 for modernization items completed in the last year.

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:

(1) Housing Authority staff will provide training to recipients of Section 8 vouchers to improve their skills in obtaining housing. These workshops will focus on presentation, application preparation and improving their credit.

Conduct outreach efforts to potential voucher landlords

(1) The Authority will contact on an annual basis at least twenty (20) landlords and recruit them to accept Section 8 vouchers.

Increase voucher payment standards

(1) The Authority will increase voucher standards to the disabled population. The payment standard for this population will increase to 95% of the Fair Market Rent.

Implement voucher homeownership program:

(1) The Authority will explore and work with local governments to establish a self-help housing program that will assist with homeownership for our conventional housing residents and our Section 8 participants.

(2) The Authority will work with the county and other governments to provide assistance to individuals who qualify for first-time homebuyers programs.

- Implement public housing or other homeownership programs:
- Implement public housing site -based waiting lists:

(1) All nine (9) housing authority projects will have site -based waiting lists. It is anticipated that this will be accomplished within the next two years.

- Convert public housing to vouchers:
- Other: (list below)

Progress: All objectives are in progress.

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:

(1) The Housing Authority will hire private security in three areas where there is evidence of vandalism, drugs and gang infestation.

(2) The Housing Authority will work closely with local law enforcement agencies to ensure a safe and secure housing environment for all residents.

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

Progress: The YCHA developed six acres of land into football and soccer fields. These fields are used for organized leagues which provide youth with an opportunity to participate in an extra curricular activity.

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:

(1) The authority will focus on mobilizing training resources to those who need the most amount of academic and skilled improvement.

(2) The Authority will explore the development of resident business development as a method of self employment.

Provide or attract support services to improve assistances recipients' employability:

(1) The Authority will work with the Yolo County Board of Education, Woodland Community College and the adult Education Services to mobilize resources to the computer sites of housing authority. Training will be provided in the areas of computers, Microsoft Word application, Outlook and other areas of Employer needs in the community.

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

Other: (list below)

Progress: The computer programs at the Woodland, Winters and West Sacramento sites are fully developed. An MOU and ROP was negotiated with the Yolo County Board of Education to implement training programs for our residents through the computer programs. In 4th year of scholarship program which provided 21 scholarships this year. The self-sufficiency program is being maintained at 35 participants.

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:
 - (1) The Housing Authority will maintain its existing contract with the City of Woodland, City of Davis and the City of West Sacramento to jointly provide an Affirmative Fair Housing Office for individuals whom might feel discriminated against.
 - (2) The Housing Authority through the utilization of the Affirmative Fair Housing Office will provide Section 8 voucher recipient training on law that prohibits discrimination.
 - 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)

Progress: All continue to be on-going.

Other PHA Goals and Objectives .(list below)

**GOALS AND OBJECTIVES
Yolo County Housing Authority**

Goal Number 1A

***Board Governance – Board Oversight
Develop Commission policies that establish an annual goal setting process***

Objectives

- Conduct an annual Commission and management staff retreat that will assist in establishing and re-evaluating housing authority goals.
- Conduct an annual budget study session to establish budget goals for the following year.
- Meet bi-annually to establish goals for YCHA with the Executive Director.
- Conduct annual training for Commissioners.
- Review Policies annually.

Progress:

1. Performance Appraisal for Executive Director has been developed and Executive Director has been evaluated six times.
2. Most Commissioners have attended the NAHRO Commissioner training and the Commissioners advanced training seminars.
3. Personnel Policies have been approved by the Commission.
4. The Commission has established a standing Budget and Audit Committee that meets with staff at least annually .
5. Staff has conducted three annual budget training sessions for all staff and commissioners.
6. Training session on Economic Development is planned for this coming year.

GOALS AND OBJECTIVES
Yolo County Housing Authority

Goal Number 1B

Board Governance – Policy Management
Develop a Process for Policy Development and Review

Objectives

- Develop *Management Policy* by managerial staff and submit to the Commission for review and approval.
- Develop and approve *Commission Policy* by the Commissioners.
- Evaluation of policy and recommendation of changes for Commission approval may be made by legal counsel.
- Review existing policies as required.
- Develop and distribute a *Board Policy Manual* to the Commissioners.

Progress:

All objectives have been accomplished with the exception of the last bullet. It is in the process of being accomplished.

GOALS AND OBJECTIVES
Yolo County Housing Authority

Goal Number 1C

*Board Governance – Budget Development/Administration
Develop Policies and Procedures that Outline the Construction, Administration and
Monitoring Process of the Annual Budget*

Objectives

- Maintain a Budget and Finance Oversight Committee of the Commission .

Progress:

On-going.

**GOALS AND OBJECTIVES
Yolo County Housing Authority**

Goal Number 1D

*Board Governance – Board Training
Train Commissioners in Their Duties, Responsibilities, and Limitations in Board Governance
Annually*

Objectives

- Arrange for continuing training of Commissioners in the area of Board governance, minutes, agendas, micro -management, and policy development.
- Conduct training of all Commissioners on the new QHWRA and other HUD related issues.

Progress:

Both objectives are ongoing .

***Goals 1E, 2A and 2B were eliminated because they have been accomplished.**

GOALS AND OBJECTIVES
Yolo County Housing Authority

Goal Number 2C

Administration – Organizational Analysis

Objectives

- Select a Task Force.
- Complete a comprehensive organizational chart (staff).
- Develop policies to implement necessary changes within the organization (staff).

Progress:

The Authority has developed a Request for Proposal, reviewed proposals and selected a qualified firm which has conducted an Organizational Analysis.

***Goal 2D was eliminated because it has been completed.**

GOALS AND OBJECTIVES

Yolo County Housing Authority

Goal Number 2E

*Administration – Information/Communication Management
Develop Methods by Which the Executive Director and the Management Staff Inform the
Agency Staff of Agency Goals*

Objectives

- Conduct monthly meetings with management staff to discuss the annual plan, long -range plan, budget, Board agendas, personnel matters, and other issues.
- Provide computer, management, personnel, and other training for staff as deemed necessary by the staff, management staff, Executive Director, and Board of Commissioners.

Progress:

Staff meetings are held on a monthly basis.
Computer training is provided for all staff as deemed necessary.

***Goals 2F and 2G were eliminated because they have been completed.**

GOALS AND OBJECTIVES
Yolo County Housing Authority

Goal Number 2H

Administration – Computer Training
Develop A Plan and Procedure for Implementing Current Computer Training for Staff

Objectives

- Determine training needs for all staff.
- Develop computer -training programs for staff that address the needs.

Progress:

On-going

***Goals 2I, 2J, 2K, 3A, 3B, 3C and 3D were eliminated because they have been completed.**

AnnualPHAPlan
PHAFiscalYear2003
[24CFRPart903.7]

i. AnnualPlanType:

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

StandardPlan

StreamlinedPlan:

- HighPerformingPHA**
- SmallAgency(<250PublicHousingUnits)**
- AdministeringSection8Only**

TroubledAgencyPlan

ii. ExecutiveSummaryoftheAnnualPHAPlan

[24CFRPart903.79(r)]

ProvideabriefoverviewoftheinformationintheAnnualPlan,includinghighlightsofmajorinitiativesand discretionary policiesthePHAhasincludedintheAnnualPlan.

This document represents the Yolo County Housing Authority's FY2003 Agency Plan Annual Update. The Annual Update includes an overview of all the Authority's current operations.

As in last year's Plan, the Authority has provided updated information on the progress toward achieving the Five Year Plan's Mission and Goals, current waiting list demographics and planned Capital Fund Program expenditures. In addition to the above, the Authority has also completed a conversion to tenant based assistance analysis as required by HUD. A complete listing of the information provided in the Agency Plan Annual Update is provided on the following page in the Table of Contents.

Due to cuts in the Federal Budget, the Authority will not be receiving any funds through the Public Housing Drug Elimination Program for the current budget year. The Authority will continue to use funds from previous grant years until expended.

The Authority is requesting a revision to the FY2001 Capital Fund Program. This revision is included as an attachment.

iii. Annual Plan Table of Contents

[24CFR Part 903.79(r)]

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

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Attachments

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

Required Attachments:

- Attachment A:** Deconcentration Analysis
- FY2002 Capital Fund Program Annual Statement (ca044a01)
- Most recent board -approved operating budget (Required Attachment for PHA that are troubled or at risk of being designated troubled ONLY)
- Attachment B:** Implementation of Community Service Requirements
- Attachment C:** Pet Policy
- Attachment D:** Brief Statement of Progress in Meeting the 5 -Year Plan Mission and Goals
- Attachment E:** Resident Membership of the PHA Governing Board
- Attachment F:** Membership of the Resident Advisory Board
- Attachment G:** Criteria for Substantial Deviation and Significant Amendments
- Attachment H:** Resident Service and Satisfaction Survey Follow -Up Plan
- Attachment I:** Initial Conversion Assessment Analysis Attachment
- Attachment J:** Section 8 Project -Based Voucher Statement
- FY2001 Performance and Evaluation Report and Budget Revision (ca044b01)

Optional Attachments:

- PHA Management Organizational Chart
- FY2002-2006 Capital Fund Program 5 Year Action Plan (ca044a01)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certification of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdiction 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
X	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certification of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18 /99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
X	Schedule of flat rents offered 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
X	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
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing home ownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	Initial Conversion Assessment Analysis	Attachment I

1.Statement of Housing Needs

[24CFR Part 90.3.79(a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	5,248	3	3	3	3	3	3
Income > 30% but <= 50% of AMI	3,807	3	3	3	3	3	3
Income > 50% but < 80% of AMI	3,193	3	3	3	3	3	3
Elderly	1,400	3	3	3	3	3	3
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Black	552	3	3	3	3	3	3
White	8,618	3	3	3	3	3	3
Hispanic	2,537	3	3	3	3	3	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:
- 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

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

Housing Needs of Families on the Public Housing Waiting List			
Waiting List type: (select one) <input type="checkbox"/> Section 8 tenant -based assistance <input checked="" type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site -Based or sub -jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting List total	1,884		
Extremely low income (<=30% AMI)	1696	90%	
Very low income (>30% but <=50% AMI)	132	7%	
Low income (>50% but <80% AMI)	56	3%	
Families with children	1,318	70%	
Elderly Families	235	12.5%	
Families with Disabilities	330	17.5%	
White	900	47.8%	
Black	109	5.9%	
Indian	36	2.0%	
Asian	175	9.4%	
Hispanic	657	34.9%	
Characteristics by Bedroom Size (Public Housing Only)			
0BR	1565	83.3%	
1BR	75	4.0%	
2BR	116	6.2%	
3BR	103	5.5%	
4BR	15	0.8%	
5BR	3	0.2%	
Is the waiting list closed? <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 on the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Need of Families on the Section 8 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	863		n/a
Extremely low income (<=30% AMI)	794	92%	
Very low income (>30% but <=50% AMI)	69	8%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	705	81.7%	
Elderly Families	88	10.2%	
Families with Disabilities	70	8.1%	
White	325	37.7%	
Black	40	4.6%	
Indian	20	2.3%	
Asian	274	31.8%	
Hispanic	204	23.6%	

Is the waiting list closed? X No ___ Yes

If yes:

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

Does the PHA expect to open 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.StrategyforAddressingNeeds

ProvideabriefdescriptionofthePHA'sstrategyforaddressingthehousingneedsoffamiliesinthejurisdictionandonthewaitinglist **INTHEUPCOMINGYEAR** ,andtheAgency'sreasonsforchoosingthisstrategy.

(1)Strategies

Need:Shortageofaffordablehousingforallegiblepopulations

Strategy1.MaximizethenumberofaffordableunitsavailabletothePHAwithitscurrentresourcesby:

Selectallthatapply

- Employeffectivemaintenanceandmanagementpolicies tominimizethenumberofpublichousingunitsoff-line
- Reduceturnovertimeforvacatedpublichousingunits
- Reducetimetorenovatepublichousingunits
- Seekreplacementofpublichousingunitslosttotheinventorythroughmixedfinance development
- Seekreplacementofpublichousingunitslosttotheinventorythroughsection8 replacementhousingresources
- Maintainorincreasesection8lease -upratesbyestablishingpaymentstandards thatwill enablefamiestorentthroughoutthejurisdiction
- Undertakemeasures toensureaccesstoaffordablehousingamongfamiliesassistedby thePHA,regardless ofunitsizerequired
- Maintainorincreasesection8lease -upratesby marketingtheprogramtoowners, particularlythoseoutsideofareasofminorityandpovertyconcentration
- Maintainorincreasesection8lease -upratesbyeffectivelyscreeningSection8 applicants toincreaseowneracceptanceof program
- ParticipateintheConsolidatedPlandevelopmentprocesstoensurecoordinationwith broadercommunitystrategies
- Other(listbelow)

Strategy2:Increasethenumberofaffordablehousingunitsby:

Selectallthatapply

- Applyforadditionalsection8unitsshouldtheybecomeavailable
- Leverageaffordablehousingresourcesinthecommunitythroughthecreationofmixed financehousing
- PursuehousingresourcesotherthanpublichousingorSection8tenant -based assistance.
- Other:(listbelow)

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

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

Select all that apply

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

The Authority will strive to meet the thresholds set forth by HUD for local low and very low income families. -

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

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

Select all that apply

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

The Authority will strive to meet the thresholds set forth by HUD for local low and very low income families. w-

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

The Authority will strive to meet the thresholds set forth by HUD for local low and very low income families. -

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special -purpose voucher 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 Authority will strive to meet the thresholds set forth by HUD for local low and very low income families.

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24CFR Part 903.79(b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2001 grants)		
a) Public Housing Operating Fund	\$390,975	Public Housing
b) Public Housing Capital Fund	\$1,226,049	Public Housing
c) HOPE VIV Revitalization		
d) HOPE VID Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$6,326,910	Section 8 Operations
f) Public Housing Drug Elimination Program (including any Technical Assistance Fund)		
g) Resident Opportunity and Self- Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	\$1,384,478	Public Housing
4. Other Income (list below)	\$35,276	PH Operations
Interest Income	\$14,618	PH Operations
5. Non-federal sources (list below)		
Total Resources	\$9,378,306	

3.PHAPoliciesGoverningEligibility,Selection,andAdmissions

[24CFRPart903.79(c)]

A.PublicHousing

Exemptions:PHAsthatdonotadministerpublichousingarenotrequiredto completesubcomponent3A.

(1)Eligibility

a. WhendoesthePHAverifyeligibilityforadmissiontopublichousing?(selectallthatapply)

- Whenfamiliesarewithinacertainnumberofbeingofferedaunit:(statenumber)
 Whenfamiliesarewithinacertaintimeofbeingofferedaunit:(statetime)

reexaminations

- Other:(describe)ThePHAmaintainsapoolofformalapplicantsbasedonbedroomsize andlocation.

b. Whichnon-income(screening)factorsdoesthePHAusetoestablisheligibilityforadmission topublichousing(selectallthatapply)?

- CriminalorDrug-relatedactivity
 Rentalhistory
 Housekeeping
 Other(describe)

c. Yes No: ThePHAmayrequestcriminalrecordsfromlocallawenforcementagencies forscreeningpurposes?

d. Yes No: ThePHAmayrequestcriminalrecordsfromStatelawenforcementagencies forscreeningpurposes?

e. Yes No: ThePHAmayaccessFBIcriminalrecordsfromtheFBIforscreening purposes?(eitherdirectlyorthroughanNCIC-authorizedsource)

(2)WaitingListOrganization

a. WhichmethodsdoesthePHAplantousetoorganizeitstopublichousingwaitinglist(selectall thatapply)

- Community-widelist
 Sub-jurisdictionallists
 Site-basedwaitinglists
 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? 6

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

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

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

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

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Incometargeting:

- 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 transfer take precedence over new admissions? (list below)

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- 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)
Involuntary displacement if required to vacate housing as a result of any order from a code enforcement official or directive, as long as the family is not responsible for the condition requiring this action.

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 points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

2 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)

- 1 Working families and those unable to work because of age or disability
- 1 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)
1. Involuntary displacement if required to vacate housing as a result of any order from a code enforcement official or directive, as long as the family is not responsible for the condition requiring this action.

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

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

Results are in Attachment A of this Plan.

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 development targeted below)

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

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

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income mixing
- Other (list below)

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

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

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

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

B. Section 8

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

(1) Eligibility

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

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)

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

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

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

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug -related activity
- Other (describe below)

(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) Winters and West Sacramento site offices.

(3) Search Time

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

If yes, state circumstances below:

Only if there are extenuating circumstances which do not allow for an ample amount of time to search. The request for an extension must be received before the 60 -day period has passed.

(4) Admissions Preferences

a. Incometargeting

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissionsto these 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 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
- 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 reprisal or hate crimes
- Other preference(s) (list below)
 Involuntary displacement if required to vacate housing as a result of any order from a code enforcement official or directive, as long as the family is not responsible for the condition requiring this action.

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 points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

2 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)

- 1 Working families and those unable to work because of age or disability
- 1 Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
 - 1. Involuntary displacement if required to vacate housing as a result of any order from a code enforcement official or directive, as long as the family is not responsible for the condition requiring this action.

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admission 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 program to the public?

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24CFR Part 903.79(d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

d. Which of the discretionary (optional) deductions and/or exclusion 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 circumstance s below:
- Fixed percentage (other than general rent -setting policy)
If yes, state percentage/s and circumstances below:
- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

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

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

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

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

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

f. Rent determination:

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
- Anytime the family experiences an income increase
- Anytime 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.)

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

B. Section 8 Tenant -Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24CFR Part 903.79(e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

The Yolo County Housing Authority management structure is headed by the Executive Director. The Executive Director serves as the Chief Administrative Officer for the Housing Authority and is responsible for overseeing the planning, direction and implementation of all programs and policies of the agency; directs the development and implementation of the Authority's goals, objectives and policies; and, provides highly responsible and complex administrative support to the Board of Commissioners.

The Authority's executive management includes a Deputy Executive Director. The Deputy Executive Director plans, organizes, directs and controls the day-to-day activities and operations at the Yolo County Housing Authority including general services, housing and migrant programs, maintenance and administration; assists in developing policy recommendations for action by the Authority's Board of Commissioners; and provides highly responsible and complex administrative support to the Executive Director.

The Authority is broken into three areas which include, General Services, Section 8/Conventional Housing and Maintenance. The following describes the management of each area.

General Services Manager

Plans, organizes, directs and reviews the activities and operations of the General Services Division including accounting, payroll, budget, investments, data processing, personnel and other administrative activities; coordinates assigned activities with other Authority divisions and outside agencies; and provides highly responsible and complex administrative support to the Deputy Executive Director.

Housing Program Manager

Plans, organizes, directs and reviews the activities and operations of the Housing Division including the Section 8 and conventional housing programs, tenant relations and related administrative area; coordinates assigned activities with other Authority divisions and outside agencies; and provides highly responsible and complex administrative support to the Deputy Executive Director.

Facilities and Maintenance Manager

Plans, organizes, directs and reviews the activities and operations of the Facilities Maintenance Division including building and grounds maintenance, construction, inventory and related administrative activities; coordinates assigned activities with other Authority divisions and outside agencies; and provides highly responsible and complex administrative support to the Deputy Executive Director.

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	431	50
Section 8 Vouchers	1491	200
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs (list individually)		
FSS	33	5

C. Management and Maintenance Policies

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

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

- Affirmative Action Policy
- Capitalization Policy
- Cash Management and Investment Policies and Procedures
- Collection Write -Off Policy
- Disposition of Property Policy
- Petty Cash Policy
- Procurement Policy
- Section 3 Policy
- Safety Policy
- Travel Policy
- General Policy
- Comprehensive Maintenance Program Policy

(2) Section 8 Management: (list below)

- Section 8 Administrative Plan

6. PHA Grievance Procedures

[24CFR Part 903.79(f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

2. Which PHA offices 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 24CFR982?

If yes, list addition to federal requirements below:

2. Which PHA offices 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

[24CFR Part 903.79(g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (ca044a01)

-or-

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

(2)Optional5 -YearActionPlan

Agenciesareencouragedtoincludea5 -YearActionPlancoveringcapitalworkitems.Thisstatementcanbe completedbyusingthe5YearActionPlantableprovidedinthetablelibraryattheendofthePHAPlan template **OR**bycompletingandattachingaproperlyupdatedHUD -52834.

a. Yes No: IsthePHAprovidinganoptional5 -YearActionPlanfortheCapitalFund? (ifno,skiptosub -component7B)

b.Ifestoquestion a,selectone:

TheCapitalFundProgram5 -YearActionPlanisprovidedasanattachmenttothePHA PlanatAttachment(ca044a01)

-or-

TheCapitalFundProgram5 -YearActionPlanisprovidedbelow:(ifselected,copyth e CFPoptional5YearActionPlanfromtheTableLibraryandinsertthere)

B.HOPEVIandPublicHousingDevelopmentandReplacementActivities (Non-CapitalFund)

Applicabilityofsub -component7B:AllPHAsadministeringpublichousing.Identifyany approvedHOPEVI and/orpublichousingdevelopmentorreplacementactivitiesnotdescribedintheCapitalFundProgramAnnual Statement.

Yes No:a)HasthePHAreceivedaHOPEVIrevitalizationgrant?(ifno,skip to questionc;ifyes,provideresponsestoquestionbforeachgrant,copying andcompletingasmanytimesasnecessary)
b)StatusofHOPEVIrevitalizationgrant(completeonesetofquestionsfor eachgrant)

1.Developmentname:

2.Development(project)number:

3.Statusofgrant:(selectthestatementthatbestdescribesthecurrentstatus)

- RevitalizationPlanunderdevelopment
- RevitalizationPlansubmitted,pendingapproval
- RevitalizationPlanapproved
- ActivitiespursuanttoanapprovedRevitalizationPlanunderway

Yes No:c)DoesthePHAplantoapplyforaHOPEVIrevitalizationgrantinthe Planyear?

Ifyes,listdevelopmentname/s below:

Yes No:d) Will the PHA be engaging in any mixed -financed 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

[24CFR Part 903.79(h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission:
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

[24CFR Part 903.79(i)]

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

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

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant -Based Assistance

[24CFR Part 903.79(j)]

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

A. Assessment of Reasonable Revitalization Pursuant to Section 202 of the HUD FY 1996 HUD Appropriations Act

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

2. Activity Description

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

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

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

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

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

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

11. Homeownership Programs Administered by the PHA

[24CFR Part 903.79(k)]

A. Public Housing

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

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA established eligibility criteria

Yes No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria? If yes, list criteria below:

12. PHA Community Service and Self-Sufficiency Programs

[24CFR Part 903.79(l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social Self-Sufficiency Programs

Yes No: Does the PHA coordinate, promote or provide any program 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)
English as a Second Language	20	Open to the Public	Woodland/PHA Office	Both
Service Programs/ Computer Labs (3)	31	PHA Residents	Woodland/PHA Office	Both
Partnerships: Parks and Rec.	484	PHA Residents	Woodland/PHA Office	Both
Partnerships: Employment and Social Services	51	PHA Residents	Woodland/PHA Office	Both

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: 12/31/01)
Public Housing	N/A	N/A
Section 8	50	35

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 plan 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.PHASafetyandCrimePreventionMeasures

[24CFRPart903.79(m)]

ExemptionsfromComponent13:HighperformingandsmallPHAsnotparticipatinginPHDEPandSection8Only PHAsmayskipto component15.HighPerformingandsmallPHAsthatareparticipatinginPHDEPandare submittingaPHDEPPlanwiththisPHAPlanmayskiptosub -componentD.

A.Needformeasurestoensurethesafetyofpublichousingresidents

1.Describetheneed formeasurestoensurethesafetyofpublichousingresidents(selectallthat apply)

- Highincidenceofviolentand/or drug -relatedcrimeinsomeorallofthePHA's developments
- Highincidenceofviolentand/or drug -relatedcrimeintheareassurroundingoradjacent tothePHA'sdevelopments
- Residentsfearfulfortheirsafetyand/orthesafetyoftheirchildren
- Observedlower -levelcrime,vandalismand/orgraffiti
- Peopleonwaitinglistunwillingtomoveintooneormoredevelopmentsduetoperceived and/oractuallevelsofviolentand/or drug -relatedcrime
- Other(describellow)

2.WhatinformationordatadidthePHAusedtodeterminetheneedf orPHAactionstoimprove safetyofresidents(selectallthatapply).

- Safetyandsecuritysurveyofresidents
- Analysisofcrimestatisticsovertimeforcrimescommitted“inandaround”public housingauthority
- Analysisofcosttrendsovertimeforrepairofvandalismandremovalofgraffiti
- Residentreports
- PHAemployeereports
- Policereports
- Demonstrable,quantifiablesuccesswith previousorongoinganticrime/antidrug programs
- Other(describellow)

3.Whichdevelopmentsaremostaffected?(listbelow)

Alldevelopmentsareaffected.

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 plan to undertake: (select all that apply)

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

Community Policing Program

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

All developments are affected.

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate poli ce 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 ot herwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above - baselinelaw enforcement services
- Other activities (list below)

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

All developments are affected.

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY2002 PHDEP funds must provide a PHDEP Plan meeting specific requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY2002 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment.

14. RESERVED FOR PET POLICY

[24CFR Part 903.79(n)]

15. Civil Rights Certifications

[24CFR Part 903.79(o)]

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

16. Fiscal Audit

[24CFR Part 903.79(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.PHAAssetManagement

[24CFRPart903.79(q)]

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)
 Not applicable
 Private management
 Development-based accounting
 Comprehensive stock assessment
 Other: (list below)

3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18.OtherInformation

[24CFRPart903.79(r)]

A.ResidentAdvisoryBoardRecommendations

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 as Attachment (Filename)
 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
- Other: (describe)

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here)

Yolo County, 1991

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

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

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

There is a need for affordable housing for extremely low, very low, low, and moderate income families in Yolo County. The waiting list for the Yolo County Housing Authority indicates a housing need for families with children.

D. Other Information Required by HUD

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

Attachment A

General

YCHA's admission policy is designed to provide for deconcentration of poverty and income -mixing by bringing higher income tenants into lower income projects and lower income tenants into higher income projects.

Gross annual income is used for income limits at admission and for income -mixing purposes.

Skipping of a family on the waiting list specifically to reach another family with a lower or higher income is not to be considered an adverse action to the family. Such skipping will be uniformly applied until the target threshold is met.

The YCHA will gather data and analyze, at least annually, the tenant characteristics of its public housing stock, including information regarding tenant incomes, to assist in the deconcentration efforts.

The PHA will use the gathered tenant incomes information in its assessment of its public housing developments to determine the appropriate designation to be assigned to the project for the purpose of assisting the PHA in its deconcentration goals.

If the YCHA's annual review of tenant incomes indicates that there has been a significant change in the tenant income characteristics of a particular project, the PHA will evaluate the changes to determine whether, based on the PHA methodology of choice, the project needs to be redesignated as a higher or lower income project or whether the PHA has met the deconcentration goals and the project needs no particular designation.

Deconcentration and Income -Mixing Goals

Admission policies related to the deconcentration efforts of the PHA do not impose specific quotas. Therefore, the PHA will not set specific quotas, but will strive to achieve deconcentration and income mixing in its developments.

The YCHA's income -mixing goal is a long -range goal and may not be achieved in the first year of implementation. The YCHA will use its annual analysis of its public housing stock and tenant incomes to provide benchmarks.

Project Designation Methodology

The YCHA will determine and compare tenant incomes at the developments with those in the Census Tracts in which the developments are relocated.

Upon analyzing its findings the YCHA will apply the policies, measures and incentives to bring higher income families into lower income developments and lower income families into higher income developments.

The YCHA's goal is to have eligible families having higher incomes occupy dwelling units in projects predominantly occupied by eligible families having lower incomes, and eligible families having lower incomes occupy dwelling units in projects predominantly occupied by eligible families having higher incomes.

- Families having lower incomes include every low- and extremely low-income families.
- Skipping off families for deconcentration purposes will be applied uniformly to all families.
- When selecting applicant families and assigning transfers for a designated project the PHA will determine whether the selection of the family will contribute to the PHA's deconcentration goals.
- The PHA will not select families for a particular project if the selection will have a negative effect on the PHA's deconcentration goals. However, if there are insufficient families on the waiting list or transfer list, under no circumstances will a unit remain vacant longer than necessary.

The YCHA will review the annual resident income of all of its sites and using the incomes of all families in all developments as a baseline, determine the average income of all of its resident families.

The YCHA will designate higher income developments those with average income above the aggregate average.

The YCHA will designate lower income developments those with average income below the aggregate average.

The Yolo County Housing Authority performed a review of all covered developments to determine if there are any that would be covered by the Deconcentration Rule. The results are as shown on the next page.

Development	AverageIncome	AuthorityAverage Income	Percentage
CA044-1	\$ 13,825	\$16,051	86.1%
CA044-2	\$15,164	\$16,051	94.5%
CA044-4	\$14,781	\$16,051	92.1%
CA044-5	\$18,571	\$16,051	115.7%
CA044-6	\$14,247	\$16,051	88.8%
CA044-7	\$15,045	\$16,051	93.7%
CA044-8	\$18,862	\$16,051	117.5%
CA044-18	\$18,170	\$16,051	113.2%
CA044-25	\$15,793	\$16,051	98.4%

The Deconcentration Rule states that all covered developments average incomes should fall between 85% and 115% of the Authority -wide average income.

Component 3.(6) Deconcentration and Income Mixing

- a. Yes No: Does the ePHA 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:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
CA44 -5	10	Different City	
CA44 -8	26	Different City	

Attachment B

Implementation of Community Service Requirements

Due to HUD regulations, the Yolo County Housing Authority will no longer require residents to adhere to the Community Service Policy.

Attachment C

Pet Policy

The purpose of the Pet Policy is to establish the PHA's policy and procedures for ownership of pets and to ensure that no applicant or resident is discriminated against regarding admission or continued occupancy because of ownership of pets. It also establishes reasonable rules governing the keeping of common household pets. The Housing Authority has two policies, one for Elderly Housing and one for Family Housing. Each policy is available for review at the Housing Authority's main office. The following are some highlights of the policy.

Nothing in the policy or the dwelling lease limits or impairs the right of persons with disabilities to own an animal that are used to assist them.

Pet rules will not be applied to animals who assist persons with disabilities.

All pets must be approved in advance by the PHA management.

Pets must be registered with the PHA before they are brought onto the premises. Registration includes certificate signed by a licensed veterinarian or State/local authority that the pet has received all inoculations required by State or local law, and that the pet has no communicable disease(s) and is pest-free.

The policy states which type of pets and how many of each a resident is allowed to keep in their residence.

The Authority has designated no pet areas.

Tenants with animals must pay a pet deposit.

Residents/pet owners shall not alter their unit, patio, premises or common area to create an enclosure for any animal. Installation of pet doors is prohibited.

Residents can be charged for pet waste removal.

No pet (excluding fish) shall be left unattended in any apartment for a period in excess of eight (8) hours.

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

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

The PHA may enter and inspect the unit only if a written complaint is received alleging that the conduct or condition of the pet in the unit constitutes an nuisance or threat to the health or safety of the other occupants or other persons in the community under applicable State or local law.

If a determination is made on objective facts supported by written statements, that a resident/pet owner has violated the Pet Rule Policy, written notice will be served.

If the resident/pet owner and the PHA are unable to resolve the violation at the meeting or the pet owner fails to correct the violation in the time period allotted by the PHA, the PHA may serve notice to remove the pet.

The PHA may initiate procedures for termination of tenancy based on a pet rule violation if:

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

The pet rule violation is sufficient to begin procedures to terminate tenancy under terms of the lease.

The PHA will take all necessary steps to insure that pets which become vicious, display symptoms of severe illness, or demonstrate behavior that constitutes an immediate threat to the health or safety of others, are referred to the appropriate State or local entity authorized to remove such animals.

If it is necessary for the PHA to place the pet in a shelter facility, the cost will be the responsibility of the tenant/pet owner.

Attachment D

Brief Statement of Progress in Meeting the 5 -Year Plan Mission and Goals

See Five -Year Plan. (Pages 1 -14) The progress is stated under each goal.

AttachmentE

ResidentMembershipofthePHA GoverningBoard

ResidentCommissioner: KarenPuleo -Coats
TermExpiration: 12/12/2004

Attachment F

Membership of the Resident Advisory Board

Reymundo Sepulveda

Pablo Rico

Micheal Frank

Ignacio Guerra

Francis Rangel

Roberta Caluya

Ricardo Campos

Angelina Martinez

Alice Blazak

Gloria Nestor

Attachment G

Criteria for Substantial Deviation and Significant Amendments

Substantial Deviation from the 5-year Plan:

A “Substantial Deviation” from the 5 -Year Plan is an overall change in the direction of the Authority pertaining to the Authority’s Goals and Objectives. This includes changing the Authority’s Goals and Objectives.

Significant Amendment or Modification to the Annual Plan:

A “Significant Amendment or Modification” to the Annual Plan is a change in a policy or policies pertaining to the operation of the Authority. This includes the following:

- Change to rent or admissions policies or organization of the waiting list.
- Additions of non -emergency work items in excess of 10% of total Capital Fund Program budget (items not included in the current Annual Statement or 5 -Year Action Plan) or change in use of replacement reserve funds under the Capital Fund.
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

Attachment H

Resident Service and Satisfaction Survey Follow -Up Plan

Overview

The Yolo County Housing Authority received the following scores on the Resident Assessment Survey.

<u>Section:</u>	<u>Score</u>
Maintenance and Repair	89%
Communication	72%
Safety	74%
Services	92%
Neighborhood Appearance	73%

As a result of this survey, the Housing Authority is required to develop a Follow -Up Plan to address each section score that fell below 75%.

Communication

GOAL: To improve communication to all residents.

ACTION: The Authority will strive to provide timely information to residents about maintenance and repair of units and developments.

Meetings will be held with appropriate personnel to discuss customer service. The results of the Resident Assessment will be discussed with all appropriate personnel.

Safety

GOAL: To address the concern of residents pertaining to safety and security outlined in the Resident Service and Satisfaction Survey; develop programs that focus on improving security.

ACTION: The Authority will pursue promoting Neighborhood Watch Program to make residents feel safe in their communities. Also, current safety programs will be re-emphasized to residents. The results of the Resident Assessment will be discussed with all appropriate personnel.

Neighborhood Appearance

GOAL: To improve the overall neighborhood appearance.

ACTION: The Authority is using the Capital Fund Program to enhance the appearance of all properties. The CFP budget is provided in Attachment ca044a01 of the Agency Plan. The CFP is based on the Authority's current physical improvement needs. The Authority is planning to have a updated Physical Needs Assessment of all developments completed within the next year. This will help the Authority in developing the CFP Five -Year Plan and increase the attractiveness and viability of all developments .

Attachment I

Initial Conversion Assessment Analysis

A. How many of the PHA's developments are subject to the Required Initial assessments?

9

B. How Many of the PH A's developments are not subject to the Required Initial Assessments based on exemptions (e.g. elderly and/or disabled developments not general occupancy projects)?

3

C. How many Assessments were conducted for the PHA's covered developments?

One assessment per development.

D. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

Development Name	Number of Units
None	

E. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments:

Attachment J

Section 8 Project -Based Voucher Statement

In the upcoming year, the Yolo County Housing Authority will consider Section 8 Project -Based Vouchers for 260 units within the jurisdiction of the Housing Authority. Project -based assistance is a more appropriate option over tenant -based because the supply of units available for tenant -based assistance is very limited. This option is consistent with the Agency Plan because it will provide low - income families with more housing options.

Five-Year Action Plan
Part I: Summary
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0157 (Exp. 7/31/98)

HAName: YOLO COUNTY HOUSING AUTHORITY		Locality: (City/County & State) Woodland/Yolo County/California		<input checked="" type="checkbox"/> Original <input type="checkbox"/> Revision No.: _____	
A. Development Number/Name	Work Statement for Year 1 FFY: <u>2002</u>	Work Statement for Year 2 FFY: <u>2003</u>	Work Statement for Year 3 FFY: <u>2004</u>	Work Statement for Year 4 FFY: <u>2005</u>	Work Statement for Year 5 FFY: <u>2006</u>
CA44-01, Yolano Village	See Annual Statement	\$195,481	\$135,585	\$0	\$582,868
CA44-02, EIRio Villal		\$0	\$0	\$457,630	\$0
CA44-04, Vista Montecito		\$43,256	\$155,673	\$0	\$0
CA44-05, Ridgecut Homes		\$0	\$0	\$110,595	\$0
CA44-15, Riverbend Senior Manor I		\$0	\$0	\$26,220	\$0
CA44-15, Riverbend Senior Manor II		\$0	\$0	\$0	\$44,900
B. Physical Improvements Subtotal		\$238,737	\$291,258	\$594,445	\$627,768
C. Management Improvements		\$113,746	\$117,681	\$121,815	\$121,815
D. HA-Wide Nondwelling Structures and Equipment		\$363,000	\$363,000	\$105,500	\$105,500
E. Administration		\$108,019	\$113,419	\$119,090	\$119,090
F. Other (1430)		\$123,615	\$126,946	\$44,400	\$44,400
G. Contingency		\$39,175	\$38,124	\$0	\$0
H. Demolition		\$0	\$0	\$0	\$0
I. Replacement Reserve/Operations		\$239,757	\$175,621	\$240,799	\$207,476
J. Mod Used for Development		\$0	\$0	\$0	\$0
K. Total CGP Funds	\$1,226,049	\$1,226,049	\$1,226,049	\$1,226,049	
L. Total Non-CGP Funds	\$0	\$0	\$0	\$0	
M. Grand Total	\$1,226,049	\$1,226,049	\$1,226,049	\$1,226,049	
Signature of Executive Director		Date:	Signature of Public Housing Director/Office of Native American	Date:	

**Annual Statement/
Performance and Evaluation Report**
Part: Summary
Capital Fund Program (CFP)

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

OMB Approval No. 2577-0157 (Exp. 3/31/2002)

HAName		Capital Fund Program Number	FFY of Grant Approval			
YOLO COUNTY HOUSING AUTHORITY		CA30P04450201	2001			
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement/Revision Number 1		<input checked="" type="checkbox"/> Performance and Evaluation Report for Program Year Ending 12/31/01				
<input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)		
		Original	Revised (1)	Obligated	Expended	
1	Total Non-CGPF Funds					
2	1406 Operations (May not exceed 20% of line 20)	\$239,757	\$239,757	\$239,757	\$159,838	
3	1408 Management Improvements	\$106,423	\$106,423	\$106,423	\$30,260	
4	1410 Administration	\$97,975	\$97,975	\$97,975	\$37,228	
5	1411 Audit	\$0	\$0	\$0	\$0	
6	1415 Liquidated Damages	\$0	\$0	\$0	\$0	
7	1430 Fees and Costs	\$123,000	\$123,000	\$123,000	\$0	
8	1440 Site Acquisition	\$0	\$0	\$0	\$0	
9	1450 Site Improvement	\$0	\$296,124	\$296,124	\$296,124	
10	1460 Dwelling Structures	\$489,136	\$208,026	\$208,026	\$208,026	
11	1465.1 Dwelling Equipment - Nonexpendable	\$21,750	\$21,750	\$21,750	\$0	
12	1470 Nondwelling Structures	\$0	\$0	\$0	\$0	
13	1475 Nondwelling Equipment	\$80,000	\$80,000	\$80,000	\$9,390	
14	1485 Demolition	\$0	\$0	\$0	\$0	
15	1490 Replacement Reserve	\$0	\$0	\$0	\$0	
16	1492 Moving to Work Demonstration	\$0	\$0	\$0	\$0	
17	1495.1 Relocation Costs	\$0	\$0	\$0	\$0	
18	1498 Mod Used for Development	\$0	\$0	\$0	\$0	
19	1502 Contingency (may not exceed 8% of line 20)	\$68,008	\$52,994	\$52,994	\$0	
20	Amount of Annual Grant (Sum of lines 2-19)	\$1,226,049	\$1,226,049	\$1,226,049	\$740,866	
21	Amount of line 20 Related to LBP Activities	\$0	\$0			
22	Amount of line 20 Related to Section 504 Compliance	\$0	\$0			
23	Amount of line 20 Related to Security	\$0	\$0			
24	Amount of line 20 Related to Energy Conservation Measures	\$0	\$0			
(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.		(2) To be completed for the Performance and Evaluation Report.				
Signature of Executive Director and Date		Signature of Public Housing Director/Office of Native American Programs Administrator and Date				

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

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

OMB Approval 2577-0157 (Exp. 3/31/2002)

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PHAWide	Operations -Operations Total for Account 1406	1406	20%	<u>\$239,757</u> \$239,757	<u>\$239,757</u> \$239,757	<u>\$239,757</u> \$239,757	<u>\$159,838</u> \$159,838	
PHAWide	Management Improvements -Resident Services Coordinator -Resident Services Coordinator Assistant -PHA Staff/Commissioner Training -Resident Training -Develop 5 Year Agency Plan/Update Policies -Update Utility Allowances -Resident Initiatives/Vacancy Preparation Pilot Program -Update Computer Software and Training (which includes PHAS, Staff Training, and Microfiche Files) Total for Account 1408	1408 1408 1408 1408 1408 1408 1408 1408	LS LS LS LS LS LS LS LS	\$36,875 \$10,548 \$7,500 \$7,500 \$10,000 \$5,000 \$20,000 <u>\$9,000</u> \$106,423	\$36,875 \$10,548 \$7,500 \$7,500 \$10,000 \$5,000 \$20,000 <u>\$9,000</u> \$106,423	\$36,875 \$10,548 \$7,500 \$7,500 \$10,000 \$5,000 \$20,000 <u>\$9,000</u> \$106,423	\$23,417 \$6,843 \$0 \$0 \$0 \$0 \$0 <u>\$0</u> \$30,260	
PHAWide	Administration -Facilities Manager (100%) Including 33% Fringe -Executive Director (12%) Including 33% Fringe -Deputy Executive Director (12%) Including Fringe -General Services Manager (12%) Including 33% Fringe -Accounting Technician (12%) Including 33% Fringe -Accounting Clerk II (12%) Including 33% Fringe Total for Account 1410	1410 1410 1410 1410 1410 1410	LS LS LS LS LS LS	\$60,278 \$11,989 \$9,936 \$8,068 \$3,835 <u>\$3,869</u> \$97,975	\$60,278 \$11,989 \$9,936 \$8,068 \$3,835 <u>\$3,869</u> \$97,975	\$60,278 \$11,989 \$9,936 \$8,068 \$3,835 <u>\$3,869</u> \$97,975	\$37,228 \$0 \$0 \$0 \$0 <u>\$0</u> \$37,228	
PHAWide	Fees and Costs -A&E Design Fee -Comp. Grant Update Fee Total for Account 1430	1430 1430		\$117,000 <u>\$6,000</u> \$123,000	\$117,000 <u>\$6,000</u> \$123,000	\$117,000 <u>\$6,000</u> \$123,000	\$0 <u>\$0</u> \$0	

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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

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

OMB Approval 2577-0157 (Exp. 3/31/2002)

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
CA44-01 Yolano Village	Dwelling Structure							
	-Replace Interior Doors with Solid Core	1460	210EA.	\$44,100	\$0	\$0	\$0	
	-Repair Interior Walls and Treat for Mildew	1460	91,300SF	\$31,042	\$0	\$0	\$0	
	-Repair Interior Ceilings and Treat for Mildew	1460	36,500SF	\$18,615	\$0	\$0	\$0	
	-Paint Stucco with Elastomeric Paint	1460	53,200SF	\$33,633	\$0	\$0	\$0	
	-Paint Wood Siding	1460	3,800SF	\$3,420	\$0	\$0	\$0	
	-Tear Out Underlayment, Replace with 5/8" Plywood and Retile with Resilient Tile	1460	24,940SF	\$96,019	\$0	\$0	\$0	
	-Install Splash Guards 24"x48"	1460	60EA.	\$3,420	\$0	\$0	\$0	
	-Replace Existing Countertops with Backsplash	1460	376LF	\$9,400	\$0	\$0	\$0	
	-Replace Existing Base Kitchen Cabinets	1460	376LF	\$47,000	\$0	\$0	\$0	
	-Replace Existing Wall Kitchen Cabinets	1460	580LF	\$63,800	\$0	\$0	\$0	
	-Replace Stainless Steel Kitchen Sink and Mixer Values	1460	60EA.	\$37,920	\$0	\$0	\$0	
	-Install Range Hood	1460	60EA.	\$9,000	\$0	\$0	\$0	
	-Modernize Bathrooms	1460	60EA.	\$32,742	\$0	\$0	\$0	
	-Frame and Install 6'8" Doors in all Closets (Phase 1)	1460	47EA.	<u>\$59,025</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	
	Subtotal			\$489,136	\$0	\$0	\$0	
	Dwelling Equipment							
	-Replace Stoves	1465	30EA.	\$9,750	\$9,750	\$9,750	\$0	
	-Replace Refrigerators	1465	30EA.	<u>\$12,000</u>	<u>\$12,000</u>	<u>\$12,000</u>	<u>\$0</u>	
	Subtotal			\$21,750	\$21,750	\$21,750	\$0	
	TOTAL: CA44-01			\$510,886	\$21,750	\$21,750	\$0	
CA44-06 Yolo	Dwelling Structure							
	-Paint wood siding	1460	10units	\$0	\$630	\$630	\$630	
	-Install new roofs with continuous roof vents	1460	10units	\$0	\$4,640	\$4,640	\$4,640	
	-Install gable porches over front entrance doors	1460	10units	\$0	\$38,748	\$38,748	\$38,748	
	-Install gables over storage room and install 2 new doors, frames, hardware	1460	10units	\$0	\$63,987	\$63,987	\$63,987	
	-Install address-o-lights numbering system	1460	10units	<u>\$0</u>	<u>\$1,991</u>	<u>\$1,991</u>	<u>\$1,991</u>	
Subtotal			\$0	\$109,996	\$109,996	\$109,996		
TOTAL: CA44-06			\$0	\$109,996	\$109,996	\$109,996		

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(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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

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

OMB Approval 2577-0157 (Exp. 3/31/2002)

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
CA44-07 Donnelly	Site Improvements -Patio Covers	1450		\$0	\$193,058	\$193,058	\$193,058	
	Subtotal			\$0	\$193,058	\$193,058	\$193,058	
	TOTAL CA44-07			\$0	\$193,058	\$193,058	\$193,058	
CA44-08 Winters	Site Improvements -Locate and bring to grade sanitary cleanout -Replace water services shut off units	1450 1450	13 units 13 units	\$0 \$0	\$5,098 \$10,195	\$5,098 \$10,195	\$5,098 \$10,195	
	Subtotal			\$0	\$15,293	\$15,293	\$15,293	
	TOTAL CA44-08			\$0	\$15,293	\$15,293	\$15,293	
CA44-18 Winters	Site Improvements -Install security lights	1450	20	\$0	\$60,821	\$60,821	\$60,821	
	Subtotal			\$0	\$60,821	\$60,821	\$60,821	
	Dwelling Structure -Install GF link kitchens -Paint exterior stucco soffit and fascia -Install canopy roof over entrance doors at quads	1460 1460 1460	100 50 units 10	\$0 \$0 \$0	\$19,606 \$39,212 \$25,096	\$19,606 \$39,212 \$25,096	\$19,606 \$39,212 \$25,096	
	Subtotal			\$0	\$83,914	\$83,914	\$83,914	
	TOTAL CA44-18			\$0	\$144,735	\$144,735	\$144,735	
CA44-25 Winters	Site Improvements Install security lighting	1450		\$0	\$26,952	\$26,952	\$26,952	
	Subtotal			\$0	\$26,952	\$26,952	\$26,952	
	Dwelling Structure Paint exterior stucco soffit and fascia	1460		\$0	\$14,116	\$14,116	\$14,116	
	Subtotal			\$0	\$14,116	\$14,116	\$14,116	
	TOTAL CA44-25			\$0	\$41,068	\$41,068	\$41,068	

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

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

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

OMB Approval 2577-0157 (Exp. 3/31/2002)

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PHAWide	<u>Non-Dwelling Equipment</u>							
	-Update and Expand Computer System	1475	LS	\$30,000	\$30,000	\$30,000	\$5,793	
	-Purchase Maintenance Truck with Utility Bed	1475	LS	\$30,000	\$30,000	\$30,000	\$0	
	-Purchase Maintenance Equipment (includes maintenance tools)	1475	LS	<u>\$20,000</u>	<u>\$20,000</u>	<u>\$20,000</u>	<u>\$3,597</u>	
	Total for Account 1475			\$80,000	\$80,000	\$80,000	\$9,390	
PHAWide	<u>Contingency</u>							
	-Contingency for Construction	1502	3%	<u>\$68,008</u>	<u>\$52,994</u>	<u>\$52,994</u>	<u>\$0</u>	
	Total for Account 1502			\$68,008	\$52,994	\$52,994	\$0	

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

**AnnualStatement/
PerformanceandEvaluationReport
PartIII: ImplementationSchedule
CapitalFundProgram(CFP)**

**U.S.DepartmentofHousing
andUrbanDevelopment
OfficeofPublicandIndianHousing**

OMBApprovalNo.2577-0157(Exp.3/31/2002)

Development Number/Name HA-Wide Activities	AllFundsObligated(QuarterEndingDate)			AllFundsExpended(QuarterEndingDate)			ReasonsforRevisedTargetDates(2)
	Original	Revised(1)	Actual(2)	Original	Revised(1)	Actual(2)	
1406	Sep-04	Sep-04		Sep-05	Sep-05		
1408	Sep-04	Sep-04		Sep-05	Sep-05		
1410	Sep-04	Sep-04		Sep-05	Sep-05		
1430	Sep-04	Sep-04		Sep-05	Sep-05		
CA44-01 YolanoVillage	Sep-04	Sep-04		Sep-05	Sep-05		
CA44-6 Yolo	N/A	Sep-04		N/A	Sep-05		
CA44-7 Donnelly	N/A	Sep-04		N/A	Sep-05		
CA44-8 Winters	N/A	Sep-04		N/A	Sep-05		
CA44-18 Winters	N/A	Sep-04		N/A	Sep-05		
CA44-25 Winters	N/A	Sep-04		Sep-05	Sep-05		
1475	Sep-04	Sep-04		Sep-05	Sep-05		
1502	Sep-04	Sep-04		Sep-05	Sep-05		

To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

(2) To be completed for the Performance and Evaluation Report.

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

Five-Year Action Plan
Part I: Summary
Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0157 (Exp. 7/31/98)

HAName: YOLO COUNTY HOUSING AUTHORITY		Locality: (City/County & State) Woodland/Yolo County/California		<input checked="" type="checkbox"/> Original <input type="checkbox"/> Revision No.: _____	
A. Development Number/Name	Work Statement for Year 1 FFY: <u>01</u>	Work Statement for Year 2 FFY: <u>2002</u>	Work Statement for Year 3 FFY: <u>2003</u>	Work Statement for Year 4 FFY: <u>2004</u>	Work Statement for Year 5 FFY: <u>2005</u>
CA44-01, Yolano Village	See Annual Statement	\$15,975	\$195,481	\$235,709	\$0
CA44-02, El Rio Villal		\$334,363	\$21,777	\$0	\$457,630
CA44-04, Vista Montecito		\$0	\$49,016	\$171,065	\$0
CA44-05, Ridgecut Homes		\$0	\$0	\$0	\$110,595
CA44-07, Donnelly Circle		\$137,368	\$0	\$0	\$0
CA44-08, El Rio Villal		\$0	\$0	\$21,715	\$0
B. Physical Improvements Subtotal		\$487,706	\$266,274	\$428,489	\$568,225
C. Management Improvements		\$118,495	\$121,246	\$117,681	\$121,815
D. HA-Wide Nondwelling Structures and Equipment		\$62,500	\$304,800	\$203,000	\$105,500
E. Administration		\$102,874	\$108,019	\$113,419	\$119,090
F. Other (1430)		\$123,391	\$123,615	\$126,946	\$44,400
G. Contingency		\$64,064	\$35,076	\$33,631	\$0
H. Demolition		\$0	\$0	\$0	\$0
I. Replacement Reserve/Operations		\$239,757	\$239,757	\$175,621	\$239,757
J. Mod Used for Development		\$0	\$0	\$0	\$0
K. Total CGP Funds	\$1,198,787	\$1,198,787	\$1,198,787	\$1,198,787	
L. Total Non-CGP Funds	\$0	\$0	\$0	\$0	
M. Grand Total	\$1,198,787	\$1,198,787	\$1,198,787	\$1,198,787	
Signature of Executive Director		Date:	Signature of Public Housing Director/Office of Native American	Date:	

Five-Year Action Plan
Part II: Supporting Pages
Physical Needs Work Statement(s)
Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY: <u>01</u>	Work Statement for Year <u>2</u> FFY: <u>2002</u>			Work Statement for Year <u>3</u> FFY: <u>2003</u>			
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	
	See Annual Statement	CA44-01, Yolano Village Dwelling Structure			CA44-01, Yolano Village Dwelling Structure		
-Frame and Install 6'8" Doors in all Closets (Phase 2)		13EA.	\$15,975	-Upgrade Electrical to 100 Amp Service (Phase 1)	31EA.	\$78,481	
Subtotal			\$15,975	-Install 100S/FPatios and Sun Screen on Back of Units	60EA.	\$117,000	
TOTAL: CA44-01			\$15,975	Subtotal		\$195,481	
CA44-02, El Rio Villal Dwelling Structure				Non-Dwelling Structure			
-Replace Interior Doors with Hollow Core Birch		142EA.	\$21,442	-Renovation and Expansion of Central Office	LS	\$241,800	
-Repair Interior Walls and Treat for Mildew		55,800SF	\$18,972	Subtotal		\$241,800	
-Repair Interior Ceilings and Treat for Mildew		22,320SF	\$11,383	TOTAL: CA44-01		\$437,281	
-Install Splash Guards 24"x48"		30EA.	\$1,710	CA44-02, El Rio Villal Dwelling Structure			
-Replace Existing Countertops with Backsplash		220LF	\$5,500	-Install Gable Porches over Front Entrance Doors (Phase 2)	14EA.	\$21,777	
-Replace Existing Wall Kitchen Cabinets		320LF	\$9,656	Subtotal		\$21,777	
-Replace Stainless Steel Kitchen Sink and Mixer Values		30EA.	\$18,960	TOTAL: CA44-02		\$21,777	
-Replace P-Trap under Sink		30EA.	\$2,250	CA44-04, Vista Montecito Dwelling Structure			
-Install Range Hood		30EA.	\$4,500	-Modernize Bathroom	16EA.	\$43,256	
-Modernize Bathroom		30EA.	\$81,105	-Replace Light Fixtures	16Units	\$5,760	
-Replace 40 Gallon Natural Gas Water Heater		15EA.	\$6,450	Subtotal		\$49,016	
-Install Security Window Screens		164EA.	\$36,900	TOTAL CA44-04		\$49,016	
-Install Gables over Storage Room and Install 2 New Door Frames and Hardware		30EA.	\$89,312				
-Install Gable Porches Over Front Entrance Doors (Phase 1)		16EA.	\$26,223				
Subtotal			\$334,363				
TOTAL: CA44-02		\$334,363					
Subtotal of Estimated Cost			\$350,338	Subtotal of Estimated Cost			\$508,074

Five-Year Action Plan
Part II: Supporting Pages
Physical Needs Work Statement(s)
Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY: <u>01</u>	Work Statement for Year <u>2</u> FFY: <u>2002</u>			Work Statement for Year <u>3</u> FFY: <u>2003</u>		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	CA44-07, Donnelly Circle			Operations		
	Dwelling Structure			-Operations	LS	<u>\$239,757</u>
	-Replace Interior Doors with Solid Core Birch	LS	\$79,768	Total for Account 1406		
	-Remove Sunscreen on 72 Units	LS	\$36,000			\$239,757
	-Replace Hot Water Heaters	72EA.	<u>\$21,600</u>	Administration		
	Subtotal		\$137,368	-Facilities Manager (100%) Including 33% Fringe	LS	\$66,457
	TOTAL: CA44-07		\$137,368	-Executive Director (12%) Including 33% Fringe	LS	\$13,218
				-Deputy Executive Director (12%) Including Fringe	LS	\$10,955
	Operations			-General Services Manager (12%) Including 33% Fringe	LS	\$8,895
	-Operations	LS	<u>\$239,757</u>	-Accounting Technician (12%) Including 33% Fringe	LS	\$4,228
	Total for Account 1406		\$239,757	-Accounting Clerk II (12%) Including 33% Fringe	LS	<u>\$4,266</u>
				Total for Account 1410		\$108,019
	Administration			Fees and Costs		
	-Facilities Manager (100%) Including 33% Fringe	LS	\$63,292	-A&E Design Fee	LS	\$117,000
	-Executive Director (12%) Including 33% Fringe	LS	\$12,588	-Comp. Grant Update Fee	LS	<u>\$6,615</u>
	-Deputy Executive Director (12%) Including Fringe	LS	\$10,433	Total for Account 1430		\$123,615
	-General Services Manager (12%) Including 33% Fringe	LS	\$8,472	Non-Dwelling Equipment		
	-Accounting Technician (12%) Including 33% Fringe	LS	\$4,026	-Update and Expand Computer System	LS	\$30,000
	-Accounting Clerk II (12%) Including 33% Fringe	LS	<u>\$4,063</u>	-Purchase Maintenance Truck with Utility Bed	LS	\$30,000
	Total for Account 1410		\$102,874	-Purchase Maintenance Tools	LS	<u>\$3,000</u>
Fees and Costs			Total for Account 1475		\$63,000	
-A&E Design Fee	LS	\$117,091				
-Comp. Grant Update Fee	LS	<u>\$6,300</u>				
Total for Account 1430		\$123,391				
Subtotal of Estimated Cost		\$603,390	Subtotal of Estimated Cost		\$534,391	

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

Work Statement for Year 1 FFY: <u>01</u>	Work Statement for Year <u>2</u> FFY: <u>2002</u>			Work Statement for Year <u>3</u> FFY: <u>2003</u>		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	See Annual Statement	<u>Non-Dwelling Equipment</u>			<u>Contingency</u>	
-Update and Expand Computer System		LS	\$30,000	-Contingency for Construction	3%	<u>\$35,076</u>
-Purchase Maintenance Truck with Utility Bed		LS	\$30,000	Total for Account 1502		\$35,076
-Purchase Maintenance Tools		LS	<u>\$2,500</u>			
Total for Account 1475			\$62,500			
<u>Contingency</u>						
-Contingency for Construction		5%	<u>\$64,064</u>			
Total for Account 1502			\$64,064			
Subtotal of Estimated Cost			\$126,564	Subtotal of Estimated Cost		\$35,076

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Work Statement for Year 1 FFY: <u>00</u>	Work Statement for Year <u>4</u> FFY: <u>2004</u>			Work Statement for Year <u>5</u> FFY: <u>2005</u>		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	See Annual Statement					
	<u>CA44-001, Yolano Village</u>			<u>CA44-02, EIRio Villal</u>		
	<u>Site Improvements</u>			<u>Site Improvements</u>		
	-Remove Old Fencing	1500LF	\$2,355	-Remove 6' High Fencing	1,105LF	\$1,735
	-Install New 6" Fencing	1500LF	\$15,750	-Install New 6' Fencing and Security Gate Access	LS	\$60,000
	-Install Landscape Irrigation at Common Areas	30,200SF	\$18,120	-Install Landscape Irrigation at Tenant Areas	LS	\$53,100
	-Install Landscape Irrigation at Tenant Areas	115,600SF	\$69,360	-Rehab Existing Well	LS	\$25,000
	-Install Playground Equipment	LS	\$28,605	-Install New Well and Connect with Existing System	LS	\$75,000
	-Unit Allocation for Shrubbery and Reseeding	60EA.	<u>\$30,000</u>	-Install Soccer and Softball Field in Rear Open Area	LS	\$203,863
	Subtotal		\$164,190	-Install New Playground Equipment	LS	\$5,000
				-Resurface Existing Access Street	1,760SY	\$11,722
	<u>Dwelling Structure</u>			-Install 200LF of Storm Drain and 2 Drop Inlets	200LF	\$1,610
	-Upgrade Electrical to 100 Amp Service (Phase 2)	29EA.	<u>\$71,519</u>	-Install 200LF of Sidewalks	800SF	\$5,600
	Subtotal		\$71,519	-Unit Allocation for Shrubbery and Reseeding	30Units	<u>\$15,000</u>
				Subtotal		\$457,630
	<u>Non-Dwelling Structure</u>			Total: CA44-02		\$457,630
	-Construct 40'x80' Maintenance Facility	LS	<u>\$140,000</u>			
	Subtotal		\$140,000			
	Total: CA44-01		\$375,709	<u>CA44-05, Ridgecut Homes</u>		
				<u>Site Improvements</u>		
	<u>CA44-04, Vista Montecito</u>			-Install 5 Additional Parking Spaces and Curbing	5EA.	<u>\$16,000</u>
	<u>Site Improvements</u>			Subtotal		\$16,000
	-Replace Sewer Line	825LF	\$8,192			
	-Replace Water Service Shutoff at Unit	16EA.	\$4,800			
	-Trim Trees Overhanging Units	8EA.	<u>\$2,400</u>			
	Subtotal		\$15,392			
	Subtotal of Estimated Cost		\$140,000	Subtotal of Estimated Cost		\$473,630

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	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	See Annual Statement					
	<u>CA44-04, Vista Montecito (Continued)</u>			<u>CA44-05, Ridgecut Homes (Continued)</u>		
	<u>Dwelling Structure</u>			<u>Dwelling Structure</u>		
	-Repair Woodwork, Stucco, Waterproof/treat for Mildew	16 Units	\$12,375	-Replace Interior Doors with Hollow Core Birch	34 EA.	\$7,140
	-Replace Interior Doors	16 Units	\$10,872	-Repair Interior Walls and Treat for Mildew	20,000 SF	\$6,800
	-Repair Interior Walls and Treat for Mildew	16 Units	\$10,540	-Repair Interior Ceilings and Treat for Mildew	8,000 SF	\$4,080
	-Repair Interior Ceilings and Treat for Mildew	16 Units	\$6,324	-Install Splash Guards 24"x48"	10 EA.	\$570
	-Install Splash Guards in Kitchens	16 Units	\$912	-Replace Existing Countertops with Backsplash	75 LF	\$1,875
	-Replace Counter Tops	16 Units	\$2,875	-Replace Existing Base Kitchen Cabinets	75 LF	\$9,375
	-Replace Base Kitchen Cabinets	16 Units	\$14,375	-Replace Existing Wall Kitchen Cabinets	105 LF	\$11,550
	-Replace Wall Kitchen Cabinets	16 Units	\$18,150	-Replace Stainless Steel Kitchen Sink and Mixer Values	10 EA.	\$6,320
	-Replace Stainless Steel Sinks	16 Units	\$10,112	-Install Range Hood	10 EA.	\$1,500
	-Install Range Hoods	16 Units	\$2,400	-Modernize Bathrooms	10 EA.	\$27,035
	-Install R-30 Insulation in Attics	16 Units	\$12,390	-Replace 40 Gallon Natural Gas Water Heater	5 EA.	\$2,150
	-Upgrade Insulation in Stucco Walls	16 Units	\$18,050	-Install Security Screens on windows	72 EA.	<u>\$16,200</u>
	-Patch Holes in Drywall from Insulation	16 Units	\$5,922			
	-Install Expansion Joints in Stucco (phase 2)	9 Units	\$5,176			
	-Install Security Window Screens	16 Units	<u>\$25,200</u>			
	Subtotal		\$155,673	Subtotal		\$94,595
	Total: CA44-04		\$171,065	Total: CA44-05		\$110,595
				<u>Operations</u>		
				-Operations	LS	<u>\$239,757</u>
				Total for Account 1406		\$239,757
	<u>CA44-08, El Rio Villal</u>					
	<u>Site Improvements</u>					
	-Install Playground Equipment	LS	<u>\$21,715</u>			
	Subtotal		\$21,715			
	Total: CA44-08		\$21,715			
	Subtotal of Estimated Cost		\$177,388	Subtotal of Estimated Cost		\$334,352

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

Work Statement for Year 1 FFY: <u>00</u>	Work Statement for Year <u>4</u> FFY: <u>2004</u>			Work Statement for Year <u>5</u> FFY: <u>2005</u>		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	<u>Operations</u>			<u>Administration</u>		
	-Operations	LS	\$175,621	-Facilities Manager(100%)Including33%Fringe	LS	\$73,269
				-Executive Director(12%)Including33%Fringe	LS	\$14,573
				-Deputy Executive Director(12%)IncludingFringe	LS	\$12,077
				-General Services Manager(12%)Including33%Fringe	LS	\$9,807
				-Accounting Technician(12%)Including33%Fringe	LS	\$4,661
				-Accounting Clerk II(12%)Including33%Fringe	LS	\$4,703
				Total for Account 1410		\$119,090
				<u>Fees and Costs</u>		
				-A&E Design Fee	LS	\$37,107
				-Comp. Grant Update Fee	LS	\$7,293
				Total for Account 1430		\$44,400
				<u>Non-Dwelling Equipment</u>		
				-Update and Expand Computer System	LS	\$30,000
				-Purchase Maintenance Truck with Utility Bed	LS	\$30,000
				-Purchase Maintenance Tools	LS	\$3,500
				-Purchase Dump Trailer for Maintenance	LS	\$12,000
				-Purchase Resident Services Van	LS	\$30,000
			Total for Account 1475		\$105,500	
			<u>Contingency</u>			
			-Contingency for Construction	3%	\$33,631	
			Total for Account 1502		\$33,631	
			Total for Account 1406		\$175,621	
			Total for Account 1410		\$113,419	
			Total for Account 1430		\$126,946	
			Total for Account 1475		\$63,000	
			Total for Account 1502		\$33,631	
			Total for Account 1406		\$175,621	
			Total for Account 1410		\$119,090	
			Total for Account 1430		\$44,400	
			Total for Account 1475		\$105,500	
			Total for Account 1502		\$33,631	
			Total for Account 1406		\$175,621	
			Total for Account 1410		\$119,090	
			Total for Account 1430		\$44,400	
			Total for Account 1475		\$105,500	
			Total for Account 1502		\$33,631	
			Total for Account 1406		\$175,621	
			Total for Account 1410		\$119,090	
			Total for Account 1430		\$44,400	
			Total for Account 1475		\$105,500	
			Total for Account 1502		\$33,631	
			Total for Account 1406		\$175,621	
			Total for Account 1410		\$119,090	
			Total for Account 1430		\$44,400	
			Total for Account 1475		\$105,500	
			Total for Account 1502		\$33,631	
			Total for Account 1406		\$175,621	
			Total for Account 1410		\$119,090	
			Total for Account 1430		\$44,400	
			Total for Account 1475		\$105,500	
			Total for Account 1502		\$33,631	
			Total for Account 1406		\$175,621	
			Total for Account 1410		\$119,090	
			Total for Account 1430		\$44,400	
			Total for Account 1475		\$105,500	
			Total for Account 1502		\$33,631	
			Total for Account 1406		\$175,621	
			Total for Account 1410		\$119,090	
			Total for Account 1430		\$44,400	
			Total for Account 1475		\$105,500	
			Total for Account 1502		\$33,631	
			Total for Account 1406		\$175,621	
			Total for Account 1410		\$119,090	
			Total for Account 1430		\$44,400	
			Total for Account 1475		\$105,500	
			Total for Account 1502		\$33,631	
			Total for Account 1406		\$175,621	
			Total for Account 1410		\$119,090	
			Total for Account 1430		\$44,400	
			Total for Account 1475		\$105,500	
			Total for Account 1502		\$33,631	
			Total for Account 1406		\$175,621	
			Total for Account 1410		\$119,090	
			Total for Account 1430		\$44,400	
			Total for Account 1475		\$105,500	
			Total for Account 1502		\$33,631	
			Total for Account 1406		\$175,621	
			Total for Account 1410		\$119,090	
			Total for Account 1430		\$44,400	
			Total for Account 1475		\$105,500	
			Total for Account 1502		\$33,631	
			Total for Account 1406		\$175,621	
			Total for Account 1410		\$119,090	
			Total for Account 1430		\$44,400	
			Total for Account 1475		\$105,500	
			Total for Account 1502		\$33,631	
			Total for Account 1406		\$175,621	
			Total for Account 1410		\$119,090	
			Total for Account 1430		\$44,400	
			Total for Account 1475		\$105,500	
			Total for Account 1502		\$33,631	
			Total for Account 1406		\$175,621	
			Total for Account 1410		\$119,090	
			Total for Account 1430		\$44,400	
			Total for Account 1475		\$105,500	
			Total for Account 1502		\$33,631	
			Total for Account 1406		\$175,621	
			Total for Account 1410		\$119,090	
			Total for Account 1430		\$44,400	
			Total for Account 1475		\$105,500	
			Total for Account 1502		\$33,631	
			Total for Account 1406		\$175,621	
			Total for Account 1410		\$119,090	
			Total for Account 1430		\$44,400	
			Total for Account 1475		\$105,500	
			Total for Account 1502		\$33,631	
			Total for Account 1406		\$175,621	
			Total for Account 1410		\$119,090	
			Total for Account 1430		\$44,400	
			Total for Account 1475		\$105,500	
			Total for Account 1502		\$33,631	
			Total for Account 1406		\$175,621	
			Total for Account 1410		\$119,090	
			Total for Account 1430		\$44,400	
			Total for Account 1475		\$105,500	
			Total for Account 1502		\$33,631	
			Total for Account 1406		\$175,621	
			Total for Account 1410		\$119,090	
			Total for Account 1430		\$44,400	
			Total for Account 1475		\$105,500	
			Total for Account 1502		\$33,631	
			Total for Account 1406		\$175,621	
			Total for Account 1410		\$119,090	
			Total for Account 1430		\$44,400	
			Total for Account 1475		\$105,500	
			Total for Account 1502		\$33,631	
			Total for Account 1406		\$175,621	
			Total for Account 1410		\$119,090	
			Total for Account 1430		\$44,400	

Five-Year Action Plan
Part III: Supporting Pages
Management Needs Work Statement(s)
Comprehensive Grant Program (CGP)

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

Work Statement for Year 1 FFY: <u>01</u>	Work Statement for Year <u>2</u> FFY: <u>2002</u>			Work Statement for Year <u>3</u> FFY: <u>2003</u>		
	General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity	Estimated Cost
	See Annual Statement	<u>Management Improvements</u>			<u>Management Improvements</u>	
-Resident Services Coordinator		LS	\$38,719	-Resident Services Coordinator	LS	\$40,655
-Resident Services Coordinator Assistant		LS	\$11,076	-Resident Services Coordinator Assistant	LS	\$11,630
-PHA Staff/Commissioner Training		LS	\$7,875	-PHA Staff/Commissioner Training	LS	\$8,269
-Resident Training		LS	\$7,875	-Resident Training	LS	\$8,269
-Develop 5 Year Agency Plan and Update Policies		LS	\$10,000	-Develop 5 Year Agency Plan and Update Policies	LS	\$10,000
-Update Utility Allowances		LS	\$5,000	-Update Utility Allowances	LS	\$5,000
-Resident Initiatives/Vacancy Preparation Pilot Program		LS	\$20,000	-Resident Initiatives/Vacancy Preparation Pilot Program	LS	\$20,000
-Update Computer Software and Training (which includes PHAS, Staff Training, and Microfiche files)		LS	\$9,450	-Update Computer Software and Training (which includes PHAS, Staff Training, and Microfiche Files)	LS	\$9,923
-Update Energy Audit		LS	<u>\$8,500</u>	-Physical Needs Assessment Update	LS	<u>\$7,500</u>
	Total for Account 1408		\$118,495	Total for Account 1408		\$121,246
	Subtotal of Estimated Cost		\$118,495	Subtotal of Estimated Cost		\$121,246

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	General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	<u>Management Improvements</u>			<u>Management Improvements</u>		
	-Resident Services Coordinator	LS	\$42,687	-Resident Services Coordinator	LS	\$44,822
	-Resident Services Coordinator Assistant	LS	\$12,211	-Resident Services Coordinator Assistant	LS	\$12,822
	-PHA Staff/Commissioner Training	LS	\$8,682	-PHA Staff/Commissioner Training	LS	\$9,116
	-Resident Training	LS	\$8,682	-Resident Training	LS	\$9,116
	-Develop 5 Year Agency Plan and Update Policies	LS	\$10,000	-Develop 5 Year Agency Plan and Update Policies	LS	\$10,000
	-Update Utility Allowances	LS	\$5,000	-Update Utility Allowances	LS	\$5,000
	-Resident Initiatives/Vacancy Preparation Pilot Program	LS	\$20,000	-Resident Initiatives/Vacancy Preparation Pilot Program	LS	\$20,000
	-Update Computer Software and Training (which includes PHAS, Staff Training, and Microfiche files)	LS	<u>\$10,419</u>	-Update Computer Software and Training (which includes PHAS, Staff Training, and Microfiche files)	LS	<u>\$10,939</u>
	Total for Account 1408		\$117,681	Total for Account 1408		\$121,815
	Subtotal of Estimated Cost		\$117,681	Subtotal of Estimated Cost		\$121,815