

PHA Plans

Five-Year Plan for Fiscal Years 2001-2005
Annual Plan for Fiscal Year 2002

**PHA Plan
Agency Identification**

PHA Name: Housing Authority of the County of San Diego

PHA Number: CA108

PHA Fiscal Year Beginning: 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

County of San Diego
Department of Housing and Community Development
3989 Ruffin Rd.
San Diego, CA. 92123
(858) 694-4885

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

County of San Diego
Department of Housing and Community Development
3989 Ruffin Rd.
San Diego, CA. 92123

PHA development management offices

Towncentre Manor Apartments
434 F St. #101
Chula Vista, CA. 91910

Melrose Manor Apartments
1678 Melrose Ave. #19

Display Locations for PHA Plans and Supporting Documents (continued)

L St. Manor Apartments
584 L St. Apt. F
Chula Vista, CA. 91911

Dorothy St. Manor Apartments
778 Dorothy St. Apt. A
Chula Vista, CA. 91911

- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- San Diego county branch libraries
- PHA website: www.sdhcd.org
- Other (list below)

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

- Main business office of the PHA

County of San Diego
Department of Housing and Community Development
3989 Ruffin Rd.
San Diego, CA. 92123

- PHA development management offices
- Other (list below)

FIVE-YEAR PLAN
PHA FISCAL YEARS 2001 - 2005

[24 CFR Part 903.5]

A. Mission

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

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

The PHA's mission is:

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 FIVE YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

The PHA (Housing Authority of the County of San Diego) is including a brief statement of progress made toward meeting HUD's and the PHA's strategic Goals and Objectives.

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

PHA Goal: Expand the supply of assisted housing and support the efforts of Housing Development Agencies to increase the inventory of affordable housing for families in need as identified in their Consolidated Plans.

Objective(s):

Continue to apply for all available funding for additional rental vouchers and other funding to increase additional affordable housing.

Reduce public housing vacancies:

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

The PHA shall explore partnerships with other local jurisdictions for the purpose of developing or acquiring mixed finance developments for targeted populations.

The PHA will build communication and alliances with neighborhoods and public agencies by actively participating in Neighborhood Revitalization Programs.

Progress Statement

The PHA has made progress toward the above stated Goal and Objectives by:

- Applying for HUD funds made available in the current fiscal year for Section 8 programs: Mainstream, Family Unification, Fair Share, and Housing Search Assistance. The PHA was awarded 1,247 additional Section 8 Housing Choice Vouchers (over last two years an additional 2,169 Housing Choice Vouchers).
- Applying for HUD's Continuum of Care program in the amount of \$3.6 million. Last year received \$4.3 million for homeless assistance as part of HUD's Continuum of Care Program.
- Providing leadership in an alliance of five County of San Diego departments responsible for the coordination of *Building Blocks for Better Neighborhoods Program*. Through this program, public and community alliances have been formed to leverage and create improved planning and delivery of housing programs for residential blocks in need.
- Collaborating and providing resources for three County Revitalization Steering Committees for the areas of *Lakeside*, *Ramona* and *Back County*. The goals of the Community Revitalization Program are to:
 - Meet in the community and work with community members and local organizations in developing what they believe are the critical priority projects in their community;
 - Resolve issues for which there are available resources;
 - Assist community members in identifying available funding sources; and
 - Assist and empower community members to apply for necessary funding to achieve their goals.

All three Revitalization Steering Committees are actively meeting and have each developed a matrix of issues related to funding or policy decisions needed by the County's Governing Board. Solutions have been identified for 68 issues thus far.

- Applying for HUD funds and receiving \$1,000,000 for the identification and the abatement of lead-based paint through the Lead-based Hazard Control Program.
- Assisting and providing match and leverage for several awards to the County of San Diego's Health and Human Services Agency, including State of California programs for the mentally ill, Supportive Housing Act, and the Emergency Housing Assistance Program.
- Administering a local rental assistance program for the City of Del Mar. Approximately \$55,000 in CDBG and local funds expended and eight households assisted. Over the last two years, approximately \$95,000 and 16 households assisted.
- Assisting persons with AIDS or HIV with rental assistance this year. Approximately 100 households assisted and the expenditure of \$400,000.
- Providing rehabilitation services to low-income homeowners and apartment owners who rent to low-income households. In the last two years, approximately 91 units have been rehabilitated with expenditures of \$700,000.

PHA Goal: Improve the quality of assisted housing

Objectives:

- Manage the PHA's programs in a manner that results in recognition in HUD's Public Housing Management Assessment as a High Performer (PHAS)
- Design and implement an automated system for tracking PHAS and Section 8 Management Assessment Program (SEMAP) indicators
- Maintain or increase customer satisfaction survey results at or above 95% indicating satisfactory to excellent service by the PHA.
- Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Adopt progressive lead-based paint inspections and Housing Quality Standards (HQS) procedures through inspector training.

Progress Statement

The PHA made progress toward the above stated Goal and Objectives by:

- Pursuing a High Performer PHAS rating. Obtained a PHAS High Performer rating in prior year. The PHA has developed a database to measure ongoing accomplishments, risks, and progress as relates to PHAS.
- Acquiring a proven rental assistance software program that will provide ongoing administration, monitoring and management reporting of the Section 8 Housing Choice Program. The PHA has developed a database to measure and monitor ongoing requirements of the SEMAP.
- Achieving 95% or more satisfactory to excellent customer service rating. Last year achieved a 96.2% rating.
- Training staff on HQS and lead-based paint hazards. Additionally, developed and implemented procedures for lead-based paint inspections and abatement. Also, sponsored lead-based workshop for property owners.

PHA Goal: Increase assisted housing choices

Objective(s):

- Continue to provide voucher mobility counseling to families wishing to relocate in low poverty high opportunity areas of the jurisdiction by continuing with regional collaboration in the Community Opportunities Program (Section 8 Counseling).
- Continue existing outreach efforts to educate and recruit landlords targeting those with properties located in low poverty areas of the PHA's jurisdiction by

conducting monthly owner/landlord educational sessions regarding programs administered or supported by the PHA.

- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: Explore use of special housing types, such as group homes, shared housing and single room occupancy.

Progress Statement

The PHA has made progress toward the above stated Goal and Objectives by:

- Proactively participating in activities sponsored by the multi-jurisdictional Community Opportunities Program funded by HUD to promote mobility for Section 8 participants throughout the region. The program is administered by a local non-profit organization and regional PHA collaborators that focuses on providing mobility counseling to families wishing to move to low-poverty high opportunity neighborhoods.
- Providing landlord outreach and education sessions to update owners on recent program changes.
- Increasing payment standards to 110% of the most recently published Fair Market Rent (FMR). The PHA increased payment standards to 120% of the FMR on a interim basis (prior to most recent HUD FMR increase) as allowed by HUD regulations.
- Researching and evaluating prospective program designs for a voucher homeownership program.

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

PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to de-concentrate poverty by bringing higher income public housing households into lower income developments:
- Implement measures to promote income mixing in public housing by developing and implementing local preferences that provide equal priority to veterans, working, elderly and disabled.
- Continue to conduct annual public housing physical improvement assessments to identify enhancements needed to increase property security.
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Continue to maintain the PHA's physical assets in a manner that is both efficient and cost effective by developing a comprehensive preventative maintenance plan for properties owned by the PHA.
Continue renovation or modernization of public housing units as assessed and identified in the PHA's preventative maintenance plan.

Progress Statement

The PHA has made progress toward the above stated Goal and Objectives by:

- Revising Admissions and Occupancy Policies to reflect resident and participant advisory group input regarding wait list preferences and physical improvements needed or desired by residents.
- Incorporating resident input for the PHA's comprehensive maintenance plan. Resident input has been incorporated in the Five-Year Action Plan for Capital Improvements provided in the PHA Plan submission.
- Providing information to landlords on HQS compliance issues.
- Discussing with the State of California the ability to access sex offender registration information.

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

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

Objective(s):

- Increase the number and percentage of employed persons in assisted families:
- Implement policies that will assist participants in assisted housing programs with self-sufficiency efforts i.e.: working preference, income exclusions, interim recertification policies that provide asset development for households participating in the PHA's programs.
- Continue efforts to attract new supportive services for residents and participants of public and assisted housing that focus on assisting participant employability, or independence for the elderly, or families with disabilities.
- Other: Increase the number of families participating in the Family Self-Sufficiency Program to exceed the minimum program size.

Progress Statement

The PHA has made progress toward the above stated Goal and Objectives by:

- Revising its Public Housing and Section 8 policies to include procedures and PHA policies that support participant efforts toward self-sufficiency as it relates to treatment of income between regularly scheduled reexaminations.
- Affirmatively marketing its Family Self-Sufficiency Program to rental assistance participants. The PHA currently has 206 families participating in the Self-Sufficiency Program, of which 123 have escrow accounts established. The PHA estimates that program participation will increase to the minimum program size of 295 participating families by June 30, 2002.

- Actively pursuing collaborations with regional entities such as the County of San Diego Health and Human Services Agency and other regional public housing agencies to coordinate supportive services and linkages for the PHA's Section 8 and Public Housing participants.
- Effectively administering the Supportive Housing Program through which local nonprofit entities provide supportive services in transitional housing to develop self-sufficiency.
- Providing contributions to the Cold Weather Shelter Voucher Program to serve homeless families, the elderly and disabled. In the last fiscal year, the program served 1,724 persons and the program budget is approximately \$350,000 for this fiscal year.
- Effectively administering HUD's Shelter Plus Care Program for both tenant and sponsor based rental assistance. The PHA will provide tenant-based assistance to approximately 92 households this year. Over the last two years, approximately 180 households have been assisted with the expenditure of approximately \$632,000. HUD has awarded \$151,000 in sponsor-based funding for next fiscal year. In the last two years, approximately 56 households were assisted.
- Increasing special need voucher programs for foster youth and the mentally ill. Anticipated funding of approximately \$249,600 in HOME funding for emancipated foster youth for next fiscal year, which will assist approximately 52 youths. Last year, approximately 36 emancipated foster youths were assisted.
- Continue to pursue and apply for available Section 8 Family Unification Program (FUP) vouchers from HUD. Over the last two years, a total of 200 FUP vouchers have been received. If FUP vouchers are not available, the PHA will identify other resources (e.g., Section 8 Housing Choice Vouchers) to sustain the existing family unification program.

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objective(s):

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability:
- 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 Statement

The PHA has made progress toward the above stated Goal and Objectives by:

- Adopting policies that support accessibility and accommodation for the elderly and disabled.
- Providing fair housing information to Section 8 participants at briefings.
- Establishing a relationship with the Fair Housing Council.

- Renewing the contract option for its third year with the Fair Housing Council of San Diego to respond to housing discrimination complaints and act as the fair housing administrator. The Fair Housing Council has performed these functions since July 1999.

Other PHA Goals and Objectives: (list below)

PHA Goal: Ensure maximum utilization PHA program dollars and resources

Objective(s):

Maintain a 98% utilization rate in the Section 8 Program.

Maintain a 97% occupancy rate in the PHA's Public Housing Program

Progress Statement

The PHA has made progress toward the above stated Goal and Objectives by:

- Undertaking an aggressive leasing program to achieve a 99% utilization rate in the Section 8 Program by June 30, 2002.
- Maintaining the public housing occupancy rate of 97% using affirmative measures.
- Undertaking maintenance activities that improve all public housing facilities.

Annual PHA Plan PHA Fiscal Year 2002

[24 CFR Part 903.7]

Annual Plan Type

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

i. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

In accordance with Section 511 of the Quality Housing and work Responsibility Act of 1998, the Housing Authority of the County of San Diego (PHA) is submitting this PHA Plan.

The PHA Plan is presented in two sections.

Section 1: Five Year Plan

The Five-Year Plan describes the mission of the PHA and its long-range goals and objectives for achieving its mission over the next five years.

Mission

- The mission of the PHA is the same as that of the U.S. Department of Housing and Urban Development (HUD): *"To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination."*

Long-Range Goals and Objectives

- Increase the availability of decent, safe and affordable housing.
- Improve the quality of assisted housing.
- Increase assisted housing choices.
- Provide an improved living environment.
- Promote self-sufficiency and asset development of families and individuals.
- Ensure equal opportunity and affirmatively further fair housing.
- Ensure maximum utilization of PHA program dollars and resources.

Section 2: Annual Plan

The Annual Plan provides details about the PHA's current operations, program participants and services.

Operations

- Owns and operates 121 conventional Public Housing units and 65 additional units for special needs populations.
- Administers a rental assistance program of approximately 8,500 units
- Approximately 12,000 applicants on Waiting List for rental assistance.
- Preferences are provided to working families, families with children, veterans, the elderly and the disabled.
- Applicants are screened to determine any involvement in criminal or drug-related conduct.

Program Participants and Services

- Approximately 8,200 families currently receiving monthly rental assistance.
- A Family Self-Sufficiency Program is available to assist Section 8 and Public Housing participants to enhance employment skills.
- On-going coordination maintained with local police agencies to determine if applicants/participants are involved in criminal or drug-related conduct.

In the development of the PHA Plan, input was solicited from program participants through the formation of a Resident Advisory Board. The minutes of the Resident Advisory Board meetings and public hearings are available for review in the PHA file on the PHA Plan. The PHA Plan and support documents were approved for release by the Board of Commissioners of the Housing Authority of the County of San Diego on January 9, 2002, for a 45-day for public review and comment period. All comments received during the comment period were considered and where appropriate incorporated into the PHA Plan. The Board of Commissioners approved the PHA Plan on March 6, 2002, for submittal to HUD.

Questions or comments regarding this PHA Plan should be addressed to W. Harold Tuck, Jr., Director, County of San Diego, Department of Housing and Community Development, 3989 Ruffin Rd., San Diego, CA 92123.

ii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

- A** Admissions Policy for De-concentration
(File Name: ca108a01)
- B** FY 2001 Capital Fund Program Annual Statement/Progress Report
(File Name: ca108b01)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled **ONLY**)
- Statement of Progress in Meeting the Five-Year Plan Mission and Goals
(Included in 5 Year Plan)

- C** Resident Membership of the PHA Governing Board
(File Name: ca108c01)
- D** Membership of the Resident Advisory Board
(File Name: ca108d01)

Optional Attachments:

- PHA Management Organizational Chart
- E** Capital Fund Program Five-Year Action Plan
(File Name: ca108e01)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- F** Other: Section 8 Project-Based Housing Choice Voucher Program
(File Name: ca108f01)

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
*	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	Five-Year and Annual Plans
*	State/Local Government Certification of Consistency with the Consolidated Plan	Five-Year and Annual Plans
*	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	Five-Year and Annual Plans
*	Consolidated Plan for the jurisdictions in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
*	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
*	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
*	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
*	Public Housing De-concentration and Income Mixing Documentation:	Annual Plan: Eligibility, Selection, and Admissions

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	Documentation: 1. PHA board certifications of compliance with de-concentration 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 de-concentration and income mixing analysis	Selection, and Admissions Policies
*	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
*	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
*	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
*	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
*	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
*	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
*	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
*	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
*	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
*	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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> Check here if included in the Section 8 Administrative Plan upon publishing of final regulations	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
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
*	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
*	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	Other supporting documents (optional) (List individually; use as many lines as necessary)	(Specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

JURISDICTION

The PHA has analyzed the housing needs of low-income and very low-income families who reside in the PHA's jurisdiction. Included in the analysis are housing needs of extremely low-income and elderly families. As of the writing of this plan complete data was not available for families with disabilities and households of various races and ethnic groups residing in the PHA jurisdiction.

The housing needs of each of these groups have been identified separately. The identification of housing needs accounted for issues of affordability, supply, quality, accessibility, size of units and location.

The PHA’s jurisdiction encompasses more than one Consolidated Plan jurisdiction. Consolidated Plans for the cities of Chula Vista, Escondido, and El Cajon describe the housing needs for these cities. In addition, the County of San Diego has taken a regional approach and developed a Consortium Consolidated Plan, which contains a comprehensive affordable housing strategy for the unincorporated area of San Diego County and the cities of Carlsbad, Coronado, Del Mar, Encinitas, Imperial Beach, La Mesa, Lemon Grove, Poway, Santee, San Marcos, Solana Beach and Vista. The cities of Carlsbad and Encinitas operate its own housing authority. The Consortium Consolidated Plan and the Plans of the other cities have been included in the housing need analysis in the chart listed below. In rating the factors listed, the PHA has taken an average of the ratings reported by each consolidated plan city rounding to the nearest number. All Consolidated Plans and charts for each jurisdiction are available as support documentation for the Five Year and Annual Plan submitted.

A. Housing Needs of Families in the Jurisdictions Served by the PHA

Based upon the information contained in the Consolidated Plans 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-ability	Size	Locatio n
Income <= 30% of AMI	23,229	5	5	3	3	4	3
Income >30% but <=50% of AMI	24,165	5	5	3	4	4	3
Income >50% but <80% of AMI	36,658	5	4	4	2	4	4
Elderly	15,041	5	5	4	3	3	4
Families with Disabilities*	52,638	NA	NA	NA	NA	NA	NA
Hispanic **	393,336	--	--	--	--	--	--
White**	940,315	--	--	--	--	--	--
Black**	53,118	--	--	--	--	--	--
Asian**	93,298	--	--	--	--	--	--

* Data for the number of “Families with Disabilities” was not available. The PHA is providing an estimate of “Individuals” living in the PHA jurisdiction as estimated by the San Diego Association of Governments (SANDAG): 1990 U.S. Census, Sex by Age by Mobility and Self-Care Limitation Status.

** Data for “Families” of various ethnic categories was not available. The PHA is providing an estimate of the ethnic breakdown of “Individuals” living in the PHA jurisdiction as estimated by the San Diego Association of Governments (SANDAG); 2005 Forecast Profile.

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

- Consolidated Plan of the Jurisdiction(s)
Indicate year: 2000-2005 County of San Diego Consortium Consolidated Plan for the Unincorporated Area and the cities of Carlsbad, Coronado, Del Mar, Encinitas, Imperial Beach, La Mesa, Lemon Grove, Poway, Santee, San Marcos, Solana Beach, and Vista.

2000-2005 Consolidated Plan for the City of Chula Vista, CA. and U.S. Census Data

2000-2005 Consolidated Plan for the City of Escondido, CA

1999-2004 Consolidated Plan and Housing Element for the City of El Cajon, CA.
- 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:
San Diego Association of Governments (SANDAG)
2020 County Forecast.

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/sub-jurisdiction:			
	# Of Families	% Of Total Families	Annual Turnover
Waiting list total	12,034		180
Extremely low-income <=30% AMI	7,088	58.9%	
Very low-income (>30% but <=50% AMI)	4,946	41.1%	
Low-income (>50% but <80% AMI)	0	0%	
Families with children	7,220	60%	
Elderly families	1,324	11%	
Families with Disabilities	4,748	39.4%	
White/Non-Hispanic	6,623	55%	
White/Hispanic	3,211	26.6%	
Black/Non-Hispanic	1,393	11.5%	
Black/Hispanic	66	.5%	
American/Indian	147	1.2%	
Asian	602	5%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	2,033		3
Extremely low-income <=30% AMI	2,016	99.2%	
Very low-income (>30% but <=50% AMI)	13	.6%	
Low-income (>50% but <80% AMI)	0	0%	
Families with children	834	41%	
Elderly families	106	5.2%	
Families with Disabilities	757	37%	
White/Non-Hispanic	953	46.8%	
White/Hispanic	606	29.8%	
Black/Non-Hispanic	280	13.7%	
Black/Hispanic	18	.8%	
American Indian	22	1%	
Asian	83	5%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	1208	59.4%	
2 BR	639	31.4%	
3 BR	135	6.6%	
4 BR	41	2%	
5 BR	10	.5%	

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

NEEDS ASSESSMENT

Through analysis of the PHA's jurisdiction and waiting lists, the PHA believes that affordability, and supply are the factors that highly impact low, very low, and extremely low-income households.

Consolidated Plan information indicates that households with incomes below 30% of area median (extremely low-income), elderly households and households with disabilities are in the most imminent danger of becoming homeless. Further analysis reveals that the special needs of elderly populations and families with disabilities are significantly impacted due to the severe cost burden experienced by these populations.

BARRIERS TO AFFORDABLE HOUSING

There are significant barriers in the PHA's jurisdiction, which impact the PHA's ability to provide affordable housing to the needy populations in its jurisdiction.

Affordability, limited supply of housing resources, and the overall demand for housing units in the jurisdiction are the primary barriers. Overall vacancy rates within the Housing Authority jurisdiction are under 2% for rental units.

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

The PHA will continue to apply for all available federal, State, and local funding targeted towards improving, increasing, or developing affordable housing stock. In addition, new types of assisted housing, such as single room occupancy, shared and group housing, will be explored as an alternative source of affordable housing. The PHA will pursue developing new partnerships with public and private agencies, as well as property management groups, working together to develop solutions to housing affordability issues. The Family Self-Sufficiency program, as well as economic self-sufficiency programs, will continue to be promoted and expanded. Additionally, the PHA will develop and implement a Section 8 Project-Based Housing Choice Voucher Program.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through Section 8 replacement housing resources
- Maintain or increase Section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase Section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase Section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other:
 - Recruit new landlords to participate in the tenant-based rental assistance programs (e.g., Section 8 Housing Choice Voucher Program).
 - Develop alternative assisted housing (e.g., single room occupancy, group and shared housing).
 - Develop and implement a Section 8 Project-Based Housing Choice Voucher Program.

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

Select all that apply

- Apply for additional Section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: Implement a Section 8 Project-Based Housing Choice Voucher Program

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: Elderly
Encourage alternative living arrangements for the elderly, such as shared housing, group homes. Educate the elderly mobilehome owners renting their mobilehome spaces on the availability of assistance for their space rent.

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

As required in the Quality Housing and Work Responsibility Act of 1998, the PHA is submitting a Statement of Financial Resources. The Statement includes projected income and expense for the operation of the public housing and tenant-based assistance programs for the fiscal year beginning July 1, 2002 and ending June 30, 2003.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2002 grants)		
a) Public Housing Operating Fund	\$186,331	
b) Public Housing Capital Fund	\$213,030	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$53,360,961	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	N/A	
g) Resident Opportunity and Self-Sufficiency Grants	N/A	
h) Community Development Block Grant	\$885,000 \$27,000	Housing Preservation Rental Assistance
i) HOME	\$583,100	Rental Assistance
Other Federal Grants (list below)		
Lead-Based Paint Hazard Grant	\$900,000	Lead-based Paint
FSS Coordinator	\$ 11,925	Section 8 Support
HOPWA	\$525,000	Rental Assistance
Shelter Plus Care	\$467,200	Rental Assistance
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	\$399,847	Public Housing Operations
4. Other income		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Interest – Public Housing	\$42,175	Public Housing Operation
Interest – Section 8	\$500,000	Affordable Housing
Laundry	\$7,075	Public Housing Operation
4. Non-federal sources		
City of Del Mar	\$28,000	Rental Assistance
Total resources	\$58,136,644	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

When families are within a certain number of being offered a unit: (state number)

When families are within a certain time of being offered a unit: The qualifying factors of eligibility are not verified until the family is in a position on the waiting list to be offered a housing unit within approximately six months. The PHA maintains a pool of applicants that have met eligibility and suitability criteria for all bedroom sizes.

Other: (describe)

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

Criminal or Drug-related activity

Rental history

Housekeeping

Other: Rental History

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

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

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

(2) Waiting List Organization

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

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

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

- PHA main administrative office
- PHA development site management office
- Other: Interested persons may apply over the telephone, or by mail.

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

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

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

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

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

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

(3) Assignment

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

- One
- 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:

The PHA has four public housing developments. Only one development has one-bedroom units. Therefore, applicants needing a one-bedroom assignment can only be referred to one particular development for Public Housing.

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
- Over housed
- Under housed
- 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)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

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

- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs as outlined in the Admissions and Occupancy Policy
- Victims of reprisals or hate crimes
- Other preference(s) as outlined in the PHA's Admissions and Occupancy Policy

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

- 1 Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Inaccessibility,)
- 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 Veterans and veterans' family
- 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)
- 1 Those previously enrolled in educational, training, or upward mobility programs as outlined in the Admissions and Continued Occupancy Policy
- Victims of reprisals or hate crimes
- Other preference(s)

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

Other source (list)

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

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

(6) De-concentration and Income Mixing

a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the de-concentration 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:

De-concentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at 903.2(c)(1)(iv)]	De-concentration policy (if no explanation) [see step 5 at 903.2(c)(1)(v)]
Melrose Manor	24	The covered development is a scattered site complex, which size; location and configuration explain the small variance from the established income range.	Although the PHA's analysis reveals a small variance, the PHA has outlined in its De-concentration Policy specific incentives it will make available to ensure de-concentration. See attachment A (filename: ca108a01) of the PHA plan for the PHA's De-concentration Policy.

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 de-concentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

Melrose Manor Apartments

Employing new admission preferences at targeted developments

If selected, list targeted developments below:

Other (list policies and developments targeted below)

d. Yes No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for de-concentration 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 incentives to encourage de-concentration 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:

Melrose Manor Apartments

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

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

List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer Section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based Section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

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

Criminal or drug-related activity only to the extent required by law or regulation

Criminal and drug-related activity, more extensively than required by law or regulation

More general screening than criminal and drug-related activity (list factors below)

Other: (list below)

The family must not have violated any family obligation during a previous participation on the Section 8 program.

The PHA may make an exception, if the family member who violated the family obligation is not a current member of the household on the application.

The family must pay any outstanding debt owed to the PHA or another PHA as a result of prior participation in any federal housing program. The PHA does not admit a family if they owe money to a PHA as a result of their participation in any federal housing program.

The family must be in good standing regarding any current payment agreement made with another PHA for a previous debt incurred, before this PHA will allow participation in its Section 8 program.

The PHA will check criminal history for all adults in the household at admission and transfer to determine whether any member of the family has violated any of the prohibited behaviors as referenced in the PHA's Administrative Plan. This includes review of the State of California sex offender registration program.

If any applicant deliberately misrepresents the information on which eligibility or tenant rent is established, the PHA may deny assistance and may refer the family file/record to the proper authorities for appropriate disposition.

- 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: The PHA does not provide criminal history information to landlords, but will provide select information upon a landlord's request, if that information has a bearing on an application or eviction.
- Other
The PHA will provide landlords, upon request, any documentation in the file that reflects on a participant's tenancy history. Also, the PHA will provide landlords, upon request the current address of the family, as well as the current and previous landlords' name, address, and phone numbers, if known.

(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

Interested persons may apply in person, by telephone, or mail.

(3) Search Time

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

If yes, state circumstances below:

The PHA will grant extensions to families seeking housing in the jurisdiction providing families the maximum benefit to seek affordable and suitable housing for their family. In addition, upon family request the PHA will consider granting additional time, if necessary, as a reasonable accommodation for families with disabilities, and to accommodate families unable to locate suitable housing after a good faith effort due to unavailability of affordable housing.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

1 Date and Time

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action,)
- 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** Veterans and veterans' family
- 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)
- 1** Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- 1** Other preference(s)
 - Families with children
 - Elderly and disabled

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

- The Section 8 Administrative Plan
 Briefing sessions and written materials
 Other: HUD’s Housing Choice Voucher Guidebook

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

- Through published notices
 Other
PHA written materials
Outreach to targeted populations through agencies that serve targeted groups.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

Describe the PHA’s income based rent setting policies 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 highest 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?

If yes to question 2, list these policies below:

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

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

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

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply) None

- For the earned income of a previously unemployed household member
 For increases in earned income
 Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

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

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

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

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

The PHA requires families to report all changes in income. However, changes are noted in tenant file and no rent adjustment is made unless such change is a decrease in tenant

rent. The PHA does complete the interim re-examination for all changes in family composition.

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

(2) Flat Rents

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

The Section 8 rent reasonableness study of comparable housing

Survey of rents listed in local newspaper

Survey of similar unassisted units in the neighborhood

Other

The PHA utilizes rental surveys conducted by the San Diego County Apartment Association along with other data collected from Section 8 assisted units and similar unassisted units in the neighborhood.

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies .

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

At or above 90% but below 100% of FMR

100% of FMR

Above 100% but at or below 110% of FMR

Above 110% of FMR (if HUD approved; describe circumstances below)

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

FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area

The PHA has chosen to serve additional families by lowering the payment standard

Reflects market or sub-market

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 sub-market
- To increase housing options for families
- Other: Rental rates are high and rapidly increasing within the PHA jurisdiction

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

- Annually
- Other
The PHA examines its payments standards at least annually. Adjustments are made when necessary to ensure success among assisted families in the PHA's jurisdiction.

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

The PHA is not required to complete this component.

A. PHA Management Structure

Describe the PHA's management structure and organization.

(Select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs (list individually)		

C. Management and Maintenance Policies

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

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

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

The PHA is not required to complete this component.

A. Public Housing

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 PHA development management offices
 Other (list below)

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

As required under the Quality Housing and Work Responsibility act of 1998, the PHA is submitting its Capital Improvement Plan. This submission includes both the long-term capital improvements needed as well as the capital improvements planned for the fiscal year beginning July 1, 2002.

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. FY 2002 Capital Fund Program Annual Statement
(Filename: ca108b01)

-Or-

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

(2) Optional Five-Year Action Plan

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

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

b. If yes to question a, select one:

The Capital Fund Program Five-Year Action Plan is provided as an attachment to the PHA Plan. Capital Fund Program Five-Year Action Plan
(Filename: ca108e01)

-Or-

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

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

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

Attachment E (Filename: ca108e01)

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

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

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

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

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

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

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

8. Demolitions and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (I)]

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

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

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

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

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

The PHA has conducted an initial assessment for each of its public housing developments. The assessment was conducted to evaluate and consider the conversion of its public housing to tenant-based rental assistance. The PHA owns and operates four public housing complexes totaling 121 units in the City of Chula Vista, CA.

This initial assessment is not required for Towncentre Manor Apartments (CA16-P108-002) because the development is designated for occupancy for elderly and/or disabled persons and it is therefore exempt from the initial assessment requirement.

The PHA has completed the required initial assessment for its three other public housing developments that are subject to the initial assessment requirement as follows:

Development Name	Number of Units
Melrose Manor (CA 16-P108-001)	24
Dorothy St. Manor (CA 16-108-004)	22
L St. Manor (CA 16-108-005)	16

PHA Certification:

Pursuant to the requirements of 24 CFR Part 972, the PHA hereby certifies that it has reviewed each of its development’s operations as public housing and has considered the implications of converting the public housing to tenant-based assistance.

Based upon the review, the PHA has concluded that the conversion of its public housing developments to tenant-based assistance is inappropriate for the following reasons:

- The conversion would be more expensive than continuing to operate the three developments as public housing.
- The primary beneficiaries of the conversion to tenant-based assistance would not necessarily be the current residents of the public housing developments to be converted.
- The conversion would adversely affect the availability of affordable housing in the City of Chula Vista.

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

The PHA is not required to complete this component.

A. Public Housing

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

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

a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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.

The PHA is not required to complete this component.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

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)

(2) Family Self-Sufficiency Program

a. Participation Description

Family Self-Sufficiency (FSS) Participation		
Program	Required Number of Participants (Start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

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

C. Welfare Benefit Reductions

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

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.79 (m)]

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

The PHA is not required to complete this component.

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

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

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

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

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports

- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

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

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

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

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

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

C. Coordination between PHA and the police

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

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

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

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2002 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2002 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment.

NOTE: HUD did not fund PHDEP for FY 2002-03.

14. Reserved For Pet Policy

[24 CFR Part 903.7 9 (n)]

The PHA is not required to complete this component.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

The PHA is not required to complete this component.

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

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

Attached at Attachment (File name)

Provided below:

2002 RESIDENT ADVISORY BOARD SUMMARY OF COMMENTS	
RESIDENT	COMMENT
Elizabeth Aparicio Public Housing Resident	Ms. Aparicio agreed with the proposed Public Housing Drug Elimination Program (PHDEP) activities identified by PHA staff (youth sports programs, scholarships). She also suggested that all public housing complexes receive upgraded vinyl flooring.
Martinella Barros Public Housing Resident	Ms. Barros was in agreement with the success of the PHDEP program and those activities should continue.
Sandra Calhoun Section 8 Resident	Ms. Calhoun suggested that the PHA consider developing and implementing a PHDEP for Section 8 residents (e.g., youth diversion programs, scholarships). The PHA should identify partners and communities (e.g., Boys & Girls Club, YMCA, YWCA, etc.) where activities could occur. Ms. Calhoun also suggested not performing annual inspections and certifications, if allowed.
Richard Close Section 8 Resident	Mr. Close encouraged obtaining private partner participation for PHDEP related activities and encouraging the participation of Section 8 participants in community related activities. He said that the reduction of rental unit deposits would be beneficial to obtaining affordable units. Mr. Close suggested that periodic Section 8 participant information (e.g., newsletters, etc.) would be very beneficial.
Maria Gomez Public Housing Resident	Ms. Gomez thanked PHA staff for caring for public housing residents. She also concurred with other members that the PHDEP program activities should continue to youth diversion programs (e.g., sports memberships, scholarships). Ms. Gomez inquired into the PHA's intent to repair the entry gate at Dorothy St. Manor.
Frances Guerra Public Housing Resident	Ms. Guerra concurred with other members on the use of Capital Fund program activities, as presented by PHA staff.
Maud Hamrick Public Housing Resident	Ms. Hamrick agreed with other members on the Capital Fund program activities.
Ivan Harris Public Housing Resident	Mr. Harris suggested extending the PHDEP activities to include other potential youth interest (e.g., computer training, chess and reading). He also inquired as to why some participants pay zero rent. Mr. Harris suggested that the Capital Fund program activities be presented for review to all public housing residents. He also suggested fencing around tot lots at public housing complexes.
Carolyn LeBaron Public Housing Resident	Ms. LeBaron concurred with the proposed activities identified by PHA staff in the Capital Fund Program.
Donald Mitchell Public Housing Resident	Mr. Mitchell thanked PHA staff for providing transportation to the meeting. Regarding public housing and Section 8 homeownership, he concurred that due to the small number of public housing units and the market conditions affecting housing prices that a homeownership program currently is not appropriate. Mr. Mitchell also concurred with the implementation of a project-based Section 8 program, as presented by PHA staff. He encouraged outreach regarding shared housing and pursuing the feasibility of a mobilehome lot purchase program.

**2002 RESIDENT ADVISORY BOARD
SUMMARY OF COMMENTS**

RESIDENT	COMMENT
Kathryn Mitchell Public Housing Resident	Ms. Mitchell expressed concern for disabled residents in Towncentre Manor that are not on the first floor in an emergency (e.g., fire). She asked the PHA's intent on window coverings for Towncentre Manor.
Lila Ramirez Public Housing Resident	Ms. Ramirez agreed with other staff on incorporating other PHDEP activities (e.g., computer training, chess and reading).
Martha Renteria Public Housing Resident	Ms. Renteria suggested that all written communication with public housing residents be available in Spanish.
Susan Smith Public Housing Resident	Ms. Smith agreed with other members on the Capital Fund program activities identified by PHA staff.
Pamela Underwood Public Housing Resident	Ms. Underwood inquired into unscheduled rent increases and the landlord's authority to raise rents in the Section 8 program. She also asked about the program differences in Public Housing and the Section 8 program.
Aurea S. Villanueva Public Housing Resident	Ms. Villanueva concurred with other members on continuing the PHDEP and Capital Fund Program activities identified by PHA staff.
Virginia Vizina Public Housing Resident	Ms. Vizina agreed with providing PHDEP related activities for Section 8 participants and periodic informational updates. She also suggested that the PHA encourage more landlords to participate in the Section 8 program.

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

- Considered comments but determined that no significant changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments
- Initially, the PHA will implement a Section 8 Project-Based Housing Choice Voucher Program using up to 250 Section 8 Housing Choice Vouchers (Attachment F).
 - The PHA will not implement a Public Housing homeownership program based on the small number of units available in the PHA's public housing program.
 - The PHA will not implement a Section 8 homeownership program based on market conditions in the region (i.e., home prices) and significant purchase gaps of qualifying low-income participants (i.e., home purchase price versus loan obtainable).
 - The PHA will investigate the feasibility of using earned Section 8 administrative fees to replicate youth diversion programs for Section 8 participants, such as the suggested PHDEP activities.
 - The PHA will present the proposed Capital Fund program activities to public housing complex residents, so that they can recommend prioritizing improvements suggested by PHA staff (Attachment B &E).

- The PHA will not be applying for PHDEP funds since HUD is not funding the program for FY 2002-03. The PHA will investigate the feasibility of using Public Housing Operating Funds to continue PHDEP activities.
- The PHA is currently or will provide the public housing improvements identified by the Resident Advisory Board members (Attachment B & E).
- The PHA will investigate the feasibility of expanding its homeownership program (e.g., mobilehome lot purchases).
- The PHA will provide periodic informational newsletters to public housing residents and Section 8 participants and provide bi-lingual written communication, as needed.
- The PHA will conduct an active outreach program: more landlord participation in the Section 8 program; the use of shared housing; and, participation of partners in the private and public sectors.

Other:

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

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: The County of San Diego Consortium for the Unincorporated Area, and the cities of Carlsbad, Coronado, Del Mar, Encinitas, Imperial Beach, La Mesa, Lemon Grove, Poway, San Marcos, Santee, Solana Beach, and Vista.

(Note: Approximately 70% of PHA jurisdiction covered by this Consolidated Plan)

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)
 - 1. Apply for additional Section 8 units should they become available
 - 2. Leverage affordable housing resources in the community through the creation of mixed - finance housing.
 - 3. Pursue housing resources other than public housing or Section 8 tenant - based assistance.
 - 4. Adopt rent policies to support and encourage work.
 - 5. Apply for special - purpose vouchers targeted to the elderly, should they become available.
 - 6. Affirmatively market to local non-profit agencies that assist families with disabilities.
 - 7. Counsel Section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units.
 - 8. Market the Section 8 program to owners outside of areas of poverty/minority concentrations.
- Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments:

It is the general policy of the County of San Diego Consolidated Consortium to assist extremely low-income groups in their affordable housing needs as a first priority. The Consortium's Plan supports the PHA Plan by pursuing the creation of housing opportunities that maintain affordability for the longest possible time period. With the exception of the cities of Carlsbad and Encinitas, the PHA operates the Section 8 Program for all participating cities of the Consolidated Plan Consortium. The Section 8 program operated is the most comprehensive rental assistance program available in the

jurisdiction.

D. Other Information Required by HUD

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

19. Definition of "Substantial Deviation" and Significant Amendment or Modification" (903.7r):

The PHA has, in conjunction with the Resident Advisory Board developed the following definitions, as required by 903.7(r).

"Substantial Deviation" from the Agency's Five-Year Plan will include:

"Any change to the Agency's Mission Statement."

"Any change to a goal or objective that is included in the PHA Five-Year Plan that would have a substantive effect on the public housing residents or Section 8 participants. An example would be a decision by the PHA to not apply for additional Section 8 vouchers even though the Five-Year Plan includes an objective calling for such application to expand the supply of affordable housing."

"Significant Amendment or Modification" to the Agency's Five-Year or Annual Plan is defined as follows:

"Changes to local discretionary rent or admissions policies;"

"Changes to the organization of the waiting list;"

"Changes to the resident selection criteria;"

"Changes to the Grievance or Informal Hearing Procedures;"

NOTE: Any regulatory changes will be made to any PHA policies or procedures as a matter of ongoing administration and will not be considered to constitute a significant amendment or modification for the purposes of the PHA Plan.

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

PHA Plan Table Library

HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO ADMISSIONS POLICY FOR DE-CONCENTRATION

The PHA's plan is designed to provide for de-concentration 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 PHA 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 PHA's de-concentration 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 de-concentration goals.

If the PHA's annual review of tenant incomes indicates that there has been a 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 re-designated as a higher or lower income project.

De-concentration and Income -Mixing Goals

The PHA's de-concentration and income-mixing goal, in conjunction with the requirement to target at least 40 percent of new admissions to public housing in each fiscal year to "extremely low-income families", will be to admit higher income families to lower income developments, and lower income families to higher income developments.

If a unit becomes available at a lower income development, and there is no higher income family on the waiting list or no higher income family accepts the offer, then the unit will be offered to the next family regardless of income.

If a unit becomes available at a higher income development, and there is no lower income family on the waiting list or no lower income family accepts the offer, then the unit will be offered to the next family regardless of income.

Project Designation Methodology

The PHA will determine and compare tenant incomes at all general occupancy developments.

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

The PHA'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.

Skipping of families for de-concentration purposes will be applied uniformly to all families.

When a unit becomes available at a lower income development, the unit will be offered to a higher income family. When a unit becomes available at a higher income development, the unit will be offered to a lower income family.

De-concentration Methodology

The PHA will admit lower income families to higher income developments and admit higher income families to lower income developments using the following steps:

Step 1: The PHA will annually determine the average income of all families residing in all of its general occupancy (family) developments (including families residing in developments approved for demolition or conversion to tenant-based assistance and families residing in public housing units in mixed-finance developments).

Step 2: The PHA will annually determine the average income of all families residing in each building of each general occupancy development.

Step 3: The PHA will annually characterize each building of each general occupancy development as higher income or lower income based on whether the average income in the building is above or below the overall average.

Step 4: The PHA will determine which families on the waiting list have incomes higher than the PHA-wide average and designate these families "higher income families," and which have incomes lower than the PHA-wide average and designate these families "lower income families."

Step 5: When a unit becomes available in a higher income building, the PHA shall skip families on the waiting list if necessary to reach a lower income family to whom it will offer the unit. When a unit becomes available in a lower income building, the PHA shall skip families on the waiting list if necessary to reach a higher income family to whom it will offer the unit.

If the waiting list does not contain a family in the income category to whom the unit is to be offered, the PHA shall offer the unit to a family in the other income category.

Definition of Building for Purposes of De-concentration

For purposes of de-concentration, a "building" is one or more contiguous structures containing at least 8 public housing units.

For scattered site and small developments, if a development contains no structures that qualify as a building, the de-concentration requirement is applied to the entire development as if the development were a building.

For mixed-finance developments and units newly added to the PHA's public housing stock, the de-concentration requirement is:

For the initial lease-up of vacant public housing units, the average income for the public housing units in each building must not exceed the PHA's average overall income.

After the initial lease-up, the leasing of public housing units is covered by the de-concentration steps listed above.

If the PHA has provided the family that resided in public housing on the site of a mixed-finance or other development the right to return to that development after revitalization, the de-concentration policy does not preclude fulfilling that commitment.

A family has the sole discretion whether to accept an offer of a unit made under the de-concentration policy.

The PHA will not take any adverse action toward any eligible family for choosing not to accept an offer of a unit.

The PHA will uniformly limit the number of offers received by applicants, described in this chapter.

Nothing in the de-concentration plan relieves the PHA of the obligation to meet the income targeting requirements

PHA Incentives for Higher Income Families

The PHA will offer certain incentives to higher income families willing to move into lower income projects. The PHA will not take any adverse action against any higher income family declining an offer by the PHA to move into a lower income project.

In addition to maintaining its public housing stock in a manner that is safe, clean, well landscaped and attractive, the PHA will offer the following incentives for higher income families moving into lower income projects:

PHA will waive the security deposit.

PHA will pay for the installation of cable television.

PHA will pay for the installation of telephone service.

PHA will pay for utilities hookup.

PHA will approve a transfer request to another site of the family's preference after two years of occupancy, such transfers will be based on date order of similar requests received.

PROMOTION OF INTEGRATION

Beyond the basic requirement of nondiscrimination, the PHA will affirmatively further fair housing to reduce racial and national origin concentrations.

The PHA will not require any specific income or racial quotas for any development or developments.

A PHA will not assign persons to a particular section of a community or to a development or building based on race, color, religion, sex, disability, familial status or national origin for purposes of segregating populations.

HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO **PUBLIC HOUSING DECONCENTRATION ANALYSIS**

Public Housing Developments in the PHA jurisdiction:

Melrose Manor	Covered Development
Dorothy St. Manor	Covered Development
L Street Manor	Covered Development
Towncenter Manor	Not Covered

Step 1 – The Housing Authority of the County of San Diego has determined the average income for *all* families residing in *all* the PHA's covered developments.

$$\$53,342 / 3 = \$17,781$$

Step 2 – The Housing Authority has determined the average income of all families residing in *each* of the PHA's covered developments excluding manager's apartments.

Average Income of all covered developments

*Melrose Manor	$\$329,337 / 23 =$	\$14,319.
Dorothy St. Manor	$404,473 / 21 =$	19,261.
L. Street Manor	$296,430 / 15 =$	<u>19,762.</u>
		\$53,342. Total

Step 3 – The Housing Authority has determined its Established Income Range as 85 % to 115% (inclusive of 85% and 115%) of the PHA wide average income for covered developments as listed in Step 1 as:

85%	-	\$15,114.
115%	-	20,448.

Step 4 – The PHA has determined that one development falls outside the Established Income Range for the PHA by a small percentage. The covered development is a 24-unit scattered site complex which size, location and configuration explain the small variance from the established income range.

Step 5 – Although the PHA’s initial analysis reveals a small variance, the PHA has outlined in its De-concentration Policy specific incentives it will make available to ensure de-concentration.

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Housing Authority of the County of San Diego	Grant Type and Number Capital Fund Program Grant No: CA16P-108-903-99 Replacement Housing Factor Grant No:	Federal FY of Grant: 1999
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no: 1(one))
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	12,398	0		
	Management Improvements Hard Costs				
4	1410 Administration	12,398	12,398		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	0	18,240.67		
8	1440 Site Acquisition				
9	1450 Site Improvement	101,480	95,637.33		
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines 1 - 19)	126,276	126,276		
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: Housing Authority of the County of San Diego		Grant Type and Number Capital Fund Program Grant No: CA16P-108-903-99 Replacement Housing Factor Grant No:				Federal FY of Grant: 1999			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
01, 02, 04, 05	Administration		1410		12,398				
01, 02, 04, 05	Management Improvement		1408		12,398				
01, 02, 04, 05	Consultant Fees		1430.2		5,000				
01	Repair Stucco		1450		25,180				
01	Repair Rain Gutters & Paint		1450		5,000				
01	Repair Trim & Paint		1450		15,000				
02	Replace Damaged Concrete and Add Concrete Walkways On West Side of Property		1450		44,500				
02	Remove Tress Damaging Concrete		1450		6,800				
					126,276				

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHA Name: HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO	Grant Type and Number Capital Fund Program Grant No: CA16P108501-00 Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12/31
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	\$ 32,511			
	Management Improvements Hard Costs				
4	1410 Administration	20,899			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	155,583			
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	\$ 208,993			

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

PHA Name: HOUSING AUTHORITY OF THE COUNTY OF SAN DIEGO		Grant Type and Number Capital Fund Program Grant No: CA16P108501-00 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost		Status of Work Pending
HA-Wide	Admin				20,899			
HA-Wide	Management Improvements (Maintenance Study) (Computer Software) (Staff Training)				32,511			
CA16P108001	Stucco Damage				1,820			
	Water heater straps				980			
	Appliances				3,570			
	Power wash parking lot				1,417			
	Stair railing repair				2,010			
CA16P108002	Patio deck repair				11,564			
	Termite damage				9,800			
	Fire Sprinkler system				92,940			
CA16P108004	Security lighting				2,520			
	Repair security gate				1,330			

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Housing Authority of the County of San Diego	Grant Type and Number Capital Fund Program Grant No: CA16P108501-01 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	21,303			
	Management Improvements Hard Costs				
4	1410 Administration	21,303			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	10,651			
8	1440 Site Acquisition				
9	1450 Site Improvement	159,773			
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines 1-19)	213,030			
	Amount of line XX Related to LBP Activities	0			
	Amount of line XX Related to Section 504 compliance	0			
	Amount of line XX Related to Security –Soft Costs	0			
	Amount of Line XX related to Security-- Hard Costs	0			
	Amount of line XX Related to Energy Conservation Measures	0			
	Collateralization Expenses or Debt Service	0			

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Housing Authority of the County of San Diego		Grant Type and Number Capital Fund Program Grant No: CA16P108501-01 Replacement Housing Factor Grant No:		Federal FY of Grant: 2001
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)				
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report				
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Housing Authority of the County of San Diego	Grant Type and Number Capital Fund Program Grant No: CA16P108501-02 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	2,411			
3	1408 Management Improvements Soft Costs	14,488			
	Management Improvements Hard Costs				
4	1410 Administration	7,244			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	120,745			
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines....)	144,888			
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: Housing Authority of the County of San Diego		Grant Type and Number Capital Fund Program Grant No: CA16P108501-02 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost	Status of Work
CA16P108-001	Appliances/Stoves		1450		11,232			
	Screens		1450		520			
	Window Coverings		1450		520			
	Paint-Wood Fence		1450		2,912			
CA16P108-002	Sliding Screen Doors		1450		998			
	Window Covering		1450		520			
	Elev. Maintenance		1450		437			
	HVAC Maintenance		1450		749			
CA16P108-004	Architectural Study		1450		5000			
	Fire Sprinkler System		1450		87,940			
	Washing Machines		1450		3,952			
	Closet Doors		1450		2,974			
	Screens		1450		1,170			
	Window Coverings		1450		780			
CA16P108-005	Screens		1450		520			
	Window Cov. Tracks		1450		520			

Housing Authority of the County of San Diego Governing Board		
Board of Supervisors	Term of Office	Elected or Appointed
Greg Cox District 1	January 9, 2001 January 9, 2005	Public Election
Dianne Jacob District 2	January 9, 2001 January 9, 2005	“
Pam Slater District 3	January 9, 2001 January 9, 2005	“
Ron Roberts District 4	January 4, 1999 January 6, 2003	“
Bill Horn District 5	January 4, 1999 January 6, 2003	“
Resident Commissioner	Term of Office	
Donald Mitchell	June 12, 2001 May 31, 2003	Appointed by Board of Supervisors
Virginia Vizina	June 12, 2001 May 31, 2003	Appointed by Board of Supervisors

**RESIDENT ADVISORY BOARD
MEMBERSHIP ROSTER
JANUARY 2002**

Elizabeth Aparicio
Public Housing
Resident/Manager

Donald L. Mitchell
Public Housing
Resident/Commissioner

Martinella Barros
Public Housing Resident

Kathryn Mitchell
Public Housing Resident

Sandra Calhoun
Section 8 Resident

Lila Ramirez
Public Housing Resident

Richard Close
Section 8 Resident

Martha Renteria
Public Housing
Resident/Manager

Maria Gomez
Public Housing Resident

Susan Smith
Public Housing Resident

Frances Guerra
Public Housing Resident

Pamela Underwood
Public Housing Resident

Maud Hamrick
Public Housing Resident

Aurea S. Villanueva
Public Housing Resident

Ivan Harris
Public Housing Resident

Virginia Vizina
Section 8

Carolyn LeBaron
Public Housing Resident

Resident/Commissioner

NOTE: Resident Advisory Board member contact information is available through the Housing Authority of the County of San Diego.

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2003 PHA FY: 2003	Work Statement for Year 3 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 4 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 5 FFY Grant: 2006 PHA FY: 2006
	Annual Statement				
CA16P108-001		7,622	69,894	155,277	410,379
CA16P108-002		62,486	32,369	60,072	138,460
CA16P108-004		99,192	44,005	191,815	392,062
CA16P108-005		37,772	99,932	6,205	38,330
Total CFP Funds (Est.)		207,072	246,200	413,369	979,231
Total Replacement Housing Factor Funds					

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 2	Activities for Year :__2__ FFY Grant: 2003 PHA FY: 2003			Activities for Year: __3__ FFY Grant: 2004 PHA FY: 2004		
	CA16P108-001	Signage	5,000	CA16P108-001	Carpet	32,396
		Water Heater-Laundry	1,352		Vinyl	10,799
		HA-Wide	1,270		Interior Paint	13,566
	Subtotal		7,622		Replace Plants	360
					Screens	562
	CA16P108-002	Signage	5,000		Window Coverings	562
		Door-Patio Glass	9,734		HA-Wide	11,649
		Bath-Ex. Fan	7,788	Subtotal		69,894
		Trash Chute	779			
		Elev. Door Equipment	28,122	CA16P108-002	Door Ext. Patio Screen	1,080
		Sump Pump	649		Paint-Stucco-Ext.	22,869
		HA-Wide	10,414		Replace Plants	900
	Subtotal		62,486		Window Coverings	562
					Elev. Maintenance	472
	CA16P108-004	Tile Entry/Carpet	77,660		HVAC Maintenance	810
		Signage	5,000		HA-Wide	5,676
		HA-Wide	16,532	Subtotal		32,369
	Subtotal		99,192			
	CA16P108-005	Signage	5,000	CA16P108-004	Appliances	33,000
		Flooring/Carpet	20,767		Replace Plants	1,562
		Parking Lot- Seal/Stripe	4,088		Screens	1,265
		Drainage System	1,622		Window Cov. Tracks	844
		HA-Wide	6,295		HA-Wide	7,334
	Subtotal		37,772	Subtotal		44,005
				CA16P108-005	Tile Entry	56,480
					Appliances	16,000
					Paint Int.	9,111
					Replace Plants	562
					Window Coverings	562
					Screens	562
					HA-Wide	16,655
				Subtotal		99,932

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 4	Activities for Year : __4__ FFY Grant: 2005 PHA FY: 2005			Activities for Year: __5__ FFY Grant: PHA FY: 2006		
	CA16P108-001	Parking/Replace Asphalt	34,037	CA16P108-001	Sec. Screen Doors-U.	6,720
		Furnace	84,230		Sec. W. Screens-U.	54,000
		Play set/Soft Tile	7,604		Security Fencing	15,593
		Flatwork	2,340		Security Gate	500
		Windows -Exterior	1,170		Sec. Parking Gates	4,400
		HA-Wide	25,896		Dumpster Upgrade	3,600
	Subtotal		155,277		Entry Doors	5,400
					Entry Door Jambs	4,824
	CA16P108-002	Flooring-Units	10,108		Replace Windows	78,000
		Flooring-Com. Kit.	2,281		Landscaping Upgrade	100,000
		Screens	1,170		Kitchen Cabinets	28,800
		Flatwork	2,340		Kitchen Counter Tops	21,600
		Ext. Windows	2,340		Range Hoods	3,720
		Landscape/Timer	2,340		Shower Doors	6,936
		Paint Int. Units	19,303		Shower Surrounds	28,800
		Air Handles	1,755		Door Bells	3,840
		Elev. Button Sign	7,604		Porch Light Fixtures	3,840
		Sump Pump	819		Laundry Rm. Floor	1,176
		HA-Wide	10,012		Laundry Counters	1,120
	Subtotal		60,072		Laundry Doors	650
					Ext. Paint/Stucco Dam	30,360
					Replace Toilets	6,500
				Subtotal		410,379
				CA16P108-002	Flooring-Common	65,310
					Wall Repairs & Paint	11,200
					Restroom Upgrade	200
					Office Upgrade	8,000
					Lighting-Halls	13,500
					Window Shades	17,500
					Replace Toilets	22,750
				Subtotal		138,460
					CONTINUED ON PAGE	
					-7-	

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

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Activities for Year 4	Activities for Year :__4__ FFY Grant: 2005 PHA FY: 2005			Activities for Year: __5__ FFY Grant: PHA FY: 2006		
				CA16P108-004	Sec. Screen Doors-U.	6,160
					Sec. W. Screens-U.	54,000
					Dble. Sec. Screen D.	12,320
					Security Fencing	7,800
					Tot Lot	35,000
					Landscape Drainage	125,000
					Landscaping	100,000
					Rep. Sec. Gate	8,000
					Wood Fencing	26,582
					Add Sidewalks	4,200
					Community Rm. Upgrade	8,000
					Laundry Rm. Upgrade	5,000
				Subtotal		392,062
				CA16P108-004	Sec. Screen Doors-U.	4,480
					Sec. Screens-Units	13,500
					Dble. Sec. Screen D	8,960
					Security Fencing	2,990
					Sliding Door Repair	2,400
					Replace Toilets	6,000
				Subtotal		38,330

Section 8 Project-Based Housing Choice Vouchers

Through the authority of the U.S. Department of Housing and Urban Development (HUD) Appropriations Act for Fiscal Year 2001 and Federal Register Notice dated January 16, 2001 (*Revisions to PHA Project-Based Assistance Program, Initial Guidance*), the Housing Authority of the County of San Diego (PHA) intends to implement a Section 8 Project-Based Housing Choice Voucher Program.

The PHA has concluded that due to the declining availability of rental units and the lack of available affordable units to Section 8 Housing Choice Voucher holders within its jurisdiction that project-based rental assistance is warranted. Project-based rental assistance has the effect of preserving affordability for the duration of a housing assistance contract with the property owner.

Effective with the commencement of the PHA's fiscal year (i.e., July 1, 2002), the PHA intends to use up to 250 Section 8 Housing Choice Vouchers for project-based rental assistance. Consistent with the goals of deconcentrating poverty and expanding housing and economic opportunities, the project-based units will be located within the PHA's jurisdiction in census tracts with poverty rates of less than 20 percent (unless specifically approved by HUD).

The use of Section 8 Housing Choice Vouchers is consistent with the PHA Plan's goals and strategies:

Five-Year Goal

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

PHA Goal: Expand the supply of assisted housing and support the efforts of Housing Development Agencies to increase the inventory of affordable housing for families in need, as identified in their Consolidated Plans.

Annual Plan

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

Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required.

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

Pursue housing resources other than public housing and Section 8 tenant-based assistance.