

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

# PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004  
Annual Plan for Fiscal Year 2002

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

**PHAPlan  
AgencyIdentification**

**PHAName:** DallasCountyHousingAgency

**PHANumber:** TX559

**PHAFiscalYearBeginning:** October2002

**PublicAccesstoInformation**

**Informationregardinganyactivitiesoutlinedinthisplancanbeobtainedby contacting:**

MainadministrativeofficeofthePHA  
DallasCountyHealthandHumanServicesDepartment  
HousingDivision  
2377NorthStemmonsFreeway,Suite700  
Dallas,Texas75207

**DisplayLocationsForPHAPlansandSupportingDocuments**

ThePHAPlans(includingattachments)areavailableforpublicinspectionat:

MainadministrativeofficeofthePHA  
DallasCountyHealthandHumanServicesDepartment  
HousingDivision  
2377NorthStemmonsFreeway,Suite700  
Dallas,Texas75207

PHAPlanSupportingDocumentsareavailableforinspectionat:(selectallthatapply)

MainbusinessofficeofthePHA  
DallasCountyHealthandHumanServicesDepartment  
HousingDivision  
2377NorthStemmonsFreeway,Suite700  
Dallas,Texas75207

**HUD 50075**

**OMB Approval No: 2577-0226  
Expires: 03/31/2002**

**5-Year Plan**  
**PHA Fiscal Years 2000-2004**

[24CFR Part 903.5]

**A. Mission**

The mission of Dallas County Housing Agency is to provide the low and moderate income citizenry of Dallas County an opportunity to access decent, safe and sanitary housing at an affordable cost. The County is committed to addressing the needs of both renters and homeowners while providing good stewardship of public resources and confidence. In doing so, the County will promote affordable quality housing through a comprehensive multiple programs approach involving community input, education, assessment, counseling, referrals, financial assistance and the enforcement of regulations and standards.

**B. Goals**

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

PHAGoal: Expand the supply of assisted housing

Objectives:

- Apply for additional rental vouchers:
- Leverage private or other public funds to create additional housing opportunities:
- Increase voucher utilization percentage.

PHAGoal: Improve the quality of assisted housing

Objectives:

- Improve voucher management: (SEMAP score)
- Increase customer satisfaction:
- Concentrate on efforts to improve specific management functions:
  - Program unit inspections
    - Enforcement of Housing Quality Standards
    - Timely recertifications
  - Provide replacement vouchers:

PHAGoal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach effort to potential voucher landlords
- Increase voucher payment standards, when deemed necessary:
- Implement voucher homeownership program:

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

**HUD 50075**

**OMB Approval No: 2577-0226**  
**Expires: 03/31/2002**

PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by encouraging program participation of property owners from all sectors of the County:
- Implement measures to promote income mixing by assuring access for lower income families into higher income developments in all sectors of the County.

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistancerecipients employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

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

**Annual PHA Plan**  
**PHA Fiscal Year 2002**

[24CFR Part 903.7]

**Annual Plan Type:**

**Standard Plan**

**Streamlined Plan:**

**Administering Section 8 Only**

**Executive Summary of the Annual PHA Plan**

[24CFR Part 903.79(r)]

Dallas County Housing Agency has prepared this Annual PHA Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA) and the ensuring HUD requirements. The Annual Plan provides information about the agency's immediate operations, program participants, programs and services, and the agency's strategy for addressing operational concerns, clients' and needs.

The mission of Dallas County Housing Agency is to provide the low and moderate income citizenry of Dallas County an opportunity to access decent, safe and sanitary housing at an affordable cost. The County is committed to addressing the needs of both renters and homeowners while providing good stewardship of public resources and confidence. In doing so, the County will promote affordable quality housing through a comprehensive multiple programs approach involving community input, education, assessment, counseling, referrals, financial assistance and the enforcement of regulations and standards.

In concert with the Dallas County Five-Year Consolidated Plan, Dallas County Housing Agency has five priority housing needs:

- Increase home ownership for low and moderate income first time home buyers:

- Decrease substandard rental housing;
- Increase rental assistance to low and moderate income households;
- Increase the level of affordable housing, and;
- Increase affordable housing units for the elderly.

In addition, other important challenges to be met by the Agency are:

- Compliance with regulatory requirements of SEMAP, and;
- To understand and take advantage of opportunities in the new laws and regulations to better serve our clients and the community.

This Annual PHA Plan exemplifies the commitment of the Dallas County Housing Agency to meet the housing needs of the low-income residents. The Agency, in partnership with agencies from all levels of government, the business community and residents will use this plan as a guide to improve the quality of life for Dallas County residents.

**Annual Plan Table of Contents**

[24CFR Part 903.79(r)]

**Table of Contents**

	<u>Page#</u>
<b>Annual Plan</b>	
i. Executive Summary	1
ii. Table of Contents	2
1. Housing Needs	6
2. Financial Resources	10
3. Policies on Eligibility, Selection and Admissions	12
4. Rent Determination Policies	15
5. Operations and Management Policies	16
6. Grievance Procedures	17
7. Homeownership	18
8. Community Service Programs	19
<b>Attachments</b>	25
- PHA Management Organizational Chart	
- Certifications	
-Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan	
-Certification for a Drug-Free Workplace	
-PHA Certification of Compliance with the PHA Plans and Related Regulations	
-Fair Housing Certification	
- Audit (available for review at Main Office)	
- Five-Year Consolidated Plan (available for review at Main Office)	
- CHA Tables	

**Supporting Documents Available for Review**

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

X	FairHousingDocumentation: RecordsreflectingthatthePHAhasexamineditsprograms orproposedprograms,identifiedanyimpedimentstofair housingchoiceinthoseprograms,addressedoris addressingthoseimpedimentsinareasonablefashionin viewoftheresourcesavailable,andworkedorisworking withlocaljurisdictionstoimplementanyofthejurisdictions initiatives to affirmatively further fair housing that require thePHA 'sinvolvement.	5YearandAnnualPlans
X	ConsolidatedPlanforthejurisdiction/sinwhichthePHAis located(whichincludestheAnalysisofImpedimentstoFair HousingChoice(AI))andanyadditionalbackupdatato supportstatementofhousingneedsinthejurisdiction	AnnualPlan: HousingNeeds
	Mostrecentboard-approvedoperatingbudgetforthe public housingprogram	AnnualPlan: FinancialResources;
	PublicHousingAdmissionsand(Continued)Occupancy Policy(A&O),whichincludestheTenantSelectionand AssignmentPlan[TSAP]	AnnualPlan:Eligibility, Selection,andAdmissions Policies
X	Section8AdministrativePlan	AnnualPlan:Eligibility, Selection,andAdmissions Policies
	PublicHousingDeconcentrationandIncomeMixing Documentation: 1.PHAboardcertificationsofcompliancewith deconcentrationrequirements(section16(a)oftheUS HousingActof1937,asimplementedinthe2/18/ <i>99Quality HousingandWorkResponsibilityActInitialGuidance; NoticeandanyfurtherHUDguidance</i> )and 2.Documentationoftherequireddeconcentrationand incomemixinganalysis	AnnualPlan:Eligibility, Selection,andAdmissions Policies
	Publichousingrentdeterminationpolicies,includingthe methodologyforsettingpublichousingflatrents checkhereifincludedinthe publichousing A&OPolicy	AnnualPlan:Rent Determination
	Scheduleofflatrentsofferedateachpublichousing development checkhereifincludedinthe publichousing A&OPolicy	AnnualPlan:Rent Determination
X	Section8rentdetermination(paymentstandard)policies ✓checkhereifincludedinSection8 AdministrativePlan	AnnualPlan:Rent Determination
	Publichousingmanagementandmaintenancepolicy documents,includingpoliciesforthe preventionor eradicationofpestinfestation(includingcockroach infestation)	AnnualPlan:Operations andMaintenance
	Publichousinggrievanceprocedures checkhereifincludedinthe publichousing A&OPolicy	AnnualPlan:Grievance Procedures
X	Section8informalreviewandhearingprocedures ✓checkhereifincludedinSection8 AdministrativePlan	AnnualPlan:Grievance Procedures
	TheHUD-approvedCapitalFund/ComprehensiveGrant ProgramAnnualStatement(HUD52837)fortheactivegrant year	AnnualPlan:CapitalNeeds

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

## 1. Statement of Housing Needs

[24CFR Part 903.79(a)]

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	2. Size	Location
Income ≤ 30% of AMI	60,274	5	3	2	1	3	1

Income>30% but <=50% of AMI	49,990	5	3	2	1	3	1
Income>50% but <80% of AMI	81,550	5	3	2	1	3	1
Elderly	20,796	5	3	2	3	2	3
Families with Disabilities							
Black/Non-Hispanic	57,964	5	3	2	1	3	1
White/Non-Hispanic	90,256	5	3	2	1	3	3
Hispanic	36,584	5	3	2	1	3	1

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

Indicate year: 2000-2005

- U.S. Census data: the Comprehensive Housing Affordability Strategy ( "CHAS") dataset

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
___ Section 8 tenant-based assistance			
	# of families	% of total families	Annual Turnover
Waiting list total	1,011		
Extremely low income <=30% AMI	910	9%	
Very low income (>30% but <=50% AMI)	81	8%	
Low income (>50% but <80% AMI)	20	2%	

Familieswith children	859	85%	
Elderlyfamilies	101	10%	
Familieswith Disabilities	101	10%	
BlackNonHispanic	809	80%	
WhiteNonHispanic	40	4%	
HispanicNonWhite	152	15%	
Others	10	1%	
Characteristicsby BedroomSize (PublicHousing Only)			
1BR			
2BR			
3BR			
4BR			
5BR			
5+BR			
Isthewaitinglistclosed(selectone)?NoYes Ifyes: Howlonghasitbeenclosed(#ofmonths)? DoesthePHAexpecttoopenthelistinthePHAPlanyear?NoYes DoesthePHApermitspecificcategoriesoffamiliesontothewaitinglist,evenif generallyclosed?NoYes			

### C.StrategyforAddressingNeeds

#### (1)Strategies

#### **Need:Shortageofaffordablehousingforalleligiblepopulations**

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

- Reduce turnover time for vacated public housing units
- 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

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

- Apply for additional section 8 units should they become available
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.

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

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

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Employ rent policies to support and encourage work
- Employ admissions preferences aimed at families who are working

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

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

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work

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

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

- Adopt admissions preferences for elderly families
- Apply for special-purpose voucher targeted to the elderly, should they become available

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

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

- Adopt admissions preferences for persons and families with disabilities
- 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

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

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

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

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

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

**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
- 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

**2. Statement of Financial Resources**

[24CFR Part 903.79(b)]

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$22,768,515	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		

g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>		
<b>4. Other income</b> (list below)		
<b>4. Non-federal sources</b> (list below)		
<b>Total resources</b>	\$22,768,515	

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

[24CFR Part 903.79(c)]

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

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

#### **B. Section 8**

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

a. What is the extent of screening conducted by the PHA?

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

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?

- X  Other (describe below)
- Rental History
  - Current address, as shown in housing records
  - Name and address of current landlord
  - Name and address of previous landlord

**(2) Waiting List Organization**

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged?

- None

b. Where may interested persons apply for admission to section 8 tenant-based assistance?

- PHA main administrative office  
Dallas County Health and Human Services Department  
Housing Division  
2377 North Stemmons Freeway, Suite 700  
Dallas, Texas 75207

**(3) Search Time**

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

If yes, state circumstances below:

- Degree to which the family has made an effort to find acceptable housing by contacting landlords, real estate companies, etc.;
- Support services and other assistance requested and provided;
- Family participation in briefings sessions and other educational program opportunities
- Extenuating circumstances, such as hospitalization, family emergencies, etc., which affects a family's ability to locate acceptable housing during the first 60-day period but are not expected to affect their search during the additional period, if granted;
- Whether the family's size or need for barrier-free housing has affected their success in finding acceptable housing within the initial 60-day period, and;
- Whether the family has submitted any previous Request for Tenancy Approval which, although not approvable, has demonstrated their effort to locate housing.

**(4) Admissions Preferences**

a. Income targeting

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

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

preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Other preferences (select all that apply)

- Elderly households
- Disabled heads of households
- Working families

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

- Date and Time

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Other preferences

- Elderly households
- Disabled heads of households
- Working families

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

- Date and time of application

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

- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements:

- 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 admission to any special-purpose section 8 program administered by the PHA contained?

- The Section 8 Administrative Plan
- Briefing sessions and written materials

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

-Through published notices

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

[24CFR Part 903.79(d)]

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

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

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

###### **(1) Payment Standards**

a. What is the PHA's payment standard?

-100% of FMR

b. If the payment standard is lower than FMR, why has the PHA selected this standard?

-Not Applicable

c. If the payment standard is higher than FMR, why has the PHA chosen this level?

-Not Applicable

d. How often are payment standards reevaluated for adequacy?

-Annually

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard?

-Success rates of assisted families

-Rent burden of assisted families

###### **(2) Minimum Rent**

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

\$0

\$1-\$25

\$26-\$50

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

## **5. Operations and Management**

[24CFR Part 903.79(e)]

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

- An organization chart showing the PHA's management structure and organization is attached.

- A brief description of the management structure and organization of the PHA follows:

Dallas County Housing Agency is located within the Housing Division of Dallas County Health and Human Services Department. The County Commissioner's Court serves as the governing body. The Housing Administrator is responsible for the day to day operations and reports to the Assistant Director of Housing. The Assistant Director oversees all housing related programs and reports to the Deputy Director who in turn reports to the Director of the Department.

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	N/A	
Section 8 Vouchers	3433	500
Section 8 Certificates	N/A	
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs (list individually)	N/A	

### **C. Management and Maintenance Policies**

(1) Public Housing Maintenance and Management:

- Not Applicable

(2) Section 8 Management:

- Section 8 Administrative Plan

- Section 8 Briefing Package

- Section 8 Landlord Briefing Package

## **6. PHA Grievance Procedures**

[24CFRPart903.79(f)]

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

### **A. Public Housing**

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

1.  Yes  No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24CFR982?

If yes, list additions to federal requirements below:

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

- PHA main administrative office

Dallas County Health and Human Services Department  
Housing Division  
2377 North Stemmons Freeway, Suite 700  
Dallas, Texas 75207

## **7. Capital Improvement Needs**

[24CFRPart903.79(g)]

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

## **8. Demolition and Disposition**

[24CFRPart903.79(h)]

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

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

[24CFRPart903.79(i)]

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

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

[24CFR Part 903.79(j)]

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

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

[24CFR Part 903.79(k)]

### **A. Public Housing**

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

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

1.  X  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 24CFR 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

X  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?

-25 or fewer participants

b. PHA-established eligibility criteria

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

If yes, list criteria below:

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

[24CFR Part 903.79(l)]

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

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

1. Cooperative agreements:

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

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

2. Other coordination efforts between the PHA and TANF Agency

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programsto eligible families

**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?

- Section 8 admissions policies
- Preference/eligibility for section 8 homeownership option participation

b. Economic and Social self-sufficiency programs

  X   Yes      No: Does the PHA coordinate, promote or provide any programsto 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)
Child Care Assistance		Referral	DCCA & The Child Care Group	Section 8
Budget Management Training		Referral	CCCS & The Women's Resource Center	Section 8
Career Exploration & Job Training		Referral	DISD, Bill J. Priest Institute, El Centro & Richland Colleges, TWC, Workforce for Dallas County, Project Literacy	Section 8

GEDPreparation		Referral	DISD,BillJ.Priest Institute,Richland College	Section8
LifeSkills/ParentingTraining		Referral	TheWomen 's ResourceCenterand ProjectLiteracy	Section8
HomeOwnershipPreparation		Referral	DallasCo.HomeLoan CounselingCenter	Section8
NutritionalEducation		Referral	TheWomen 's ResourceCenter	Section8
CrimePrevention/PersonalSafety		Referral	CityofDallasPolice Department	Section8
CaseManagement		Referral	DallasCountyHuman ServicesNetwork, SalvationArmyand ProjectLiteracy	Section8

**(2)FamilySelfSufficiencyprogram/s**

a.ParticipationDescription

FamilySelfSufficiency(FSS)Participation		
Program	RequiredNumberofParticipants (startofFY2002Estimate)	ActualNumberofParticipants (Asof:01/07/01)
PublicHousing	N/A	N/A
Section8	27	27

b. X Yes \_\_\_ No: IfthePHAisnotmaintainingtheminimumprogramsizerequiredbyHUD,doesthemostrecentFSSActionPlanaddressthestepsthePHAplans totaketoachieveatleasttheminimumprogramsiz?

Ifno,liststepsthePHAwilltakebelow:

**C.WelfareBenefitReductions**

1.ThePHAiscomplyingwiththestatutoryrequirementssection12(d)oftheU.S.HousingActof1937(relatingtothetreatmentofincomechangesresultingfromwelfare programrequirements)by:

- AdoptingappropriatechangestothePHA 'spublichousingrentdetermination policiesandtrainstafftocarryoutthosepolicies
- Informingresidentsofnewpolicyonadmissionandreeexamination
- Activelynotifyingresidentsofnewpolicyattimesinadditiontoadmissionand reexamination.
- EstablishingorpursuingacooperativeagreementwithallappropriateTANF agenciesregardingtheexchangeofinformationandcoordinationofservices
- EstablishingaprotocolforexchangeofinformationwithallappropriateTANF agencies

**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**

[24CFR 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.

**14. RESERVED FOR PET POLICY**

[24CFR Part 903.79(n)]

**15. Civil Rights Certifications**

[24CFR Part 903.79(o)]

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

**16. Fiscal Audit**

[24CFR Part 903.79(p)]

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

**Not Applicable**

**17. PHA Asset Management**

[24CFR Part 903.79(q)]

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

**18. Other Information**

[24CFR Part 903.79(r)]

**A. Resident Advisory Board Recommendations**

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

**Resident Advisory Board concurred with Plan as presented.**

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)  
\_\_\_ Attached at Attachment (Filename)  
\_\_\_ Provided below:

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

**None negative issues to address**

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

1. \_\_\_ Yes\_ X 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\_ X 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)  
- Self-nomination: Candidates registered with the PHA and requested a place on ballot

b. Eligible candidates: (select one)  
- Any head of household receiving PHA assistance

c. Eligible voters: (select all that apply)  
- All adult recipients of PHA assistance (section 8 tenant-based assistance)

**C. Statement of Consistency with the Consolidated Plan**

1. Consolidated Plan jurisdiction:  
- Dallas County unincorporated areas and fourteen cities: Balch Springs, Cedar Hill, Cockrell Hill, Glenn Heights, Lancaster, Sachse, University Park, Coppell,

Duncanville, Farmers Branch, Hutchins, Rowlett, Seagoville and, Wilmer

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction:

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in 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.
  - Increase home ownership opportunities for low and moderate income first-time home buyers.
  - Increase rental assistance for extremely low and low income renters
  - Increase affordable housing for low income elderly.

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

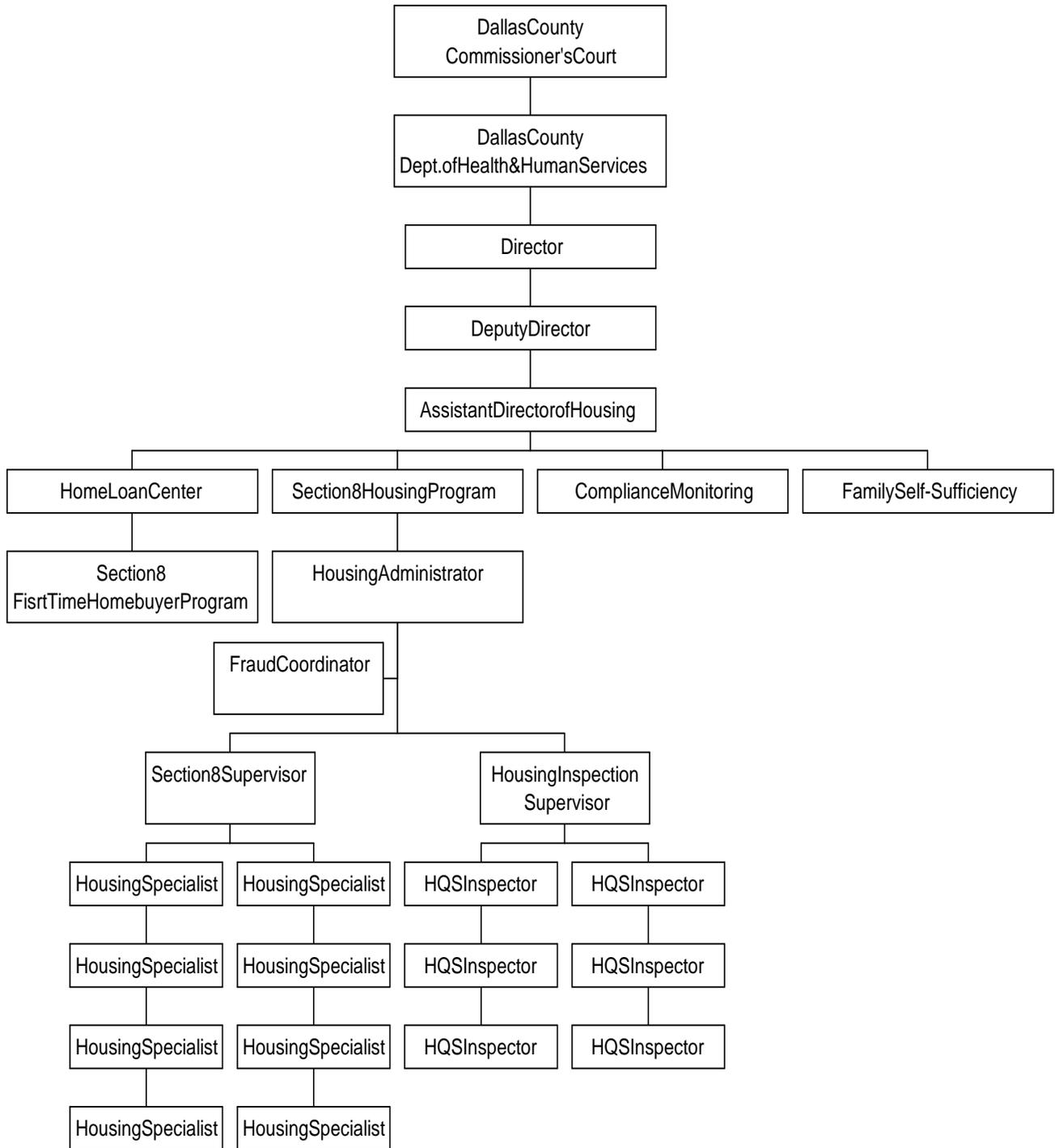
- Strategy to operate a Section 8 Program in Dallas County
- Strategy to provide assistance to low income first-time home buyers.

#### **D. Other Information Required by HUD**

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

## Attachments

DallasCountyHousingAgency  
ManagementOrganizationalChart





Betty J. Cullum-Smith-Livier  
 Director

Anthony S. Thompson  
 Deputy Director

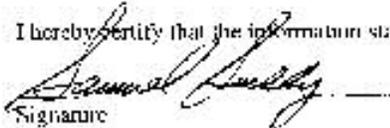
**FAIR HOUSING CERTIFICATION**

The Dallas County Housing Agency has reviewed its policies and procedures in regards to the compliance of the Fair Housing Act and find no deficiencies. This finding is a result of the following facts:

1. No discrimination was found in the application phase or admissions because of:
  - Race or color
  - National Origin
  - Religion
  - Sex
  - Familial Status
  - Handicap
  
2. None of the following actions were taken regarding the rental of a unit, based on race, color, national origin, sex, familial status or handicap:
  - Refused to rent a unit
  - Refused to take an application
  - Close to Waiting List
  - Denied a unit
  - Set different terms or conditions for the rental of a unit
  - Provide different housing services or facilities
  - Falsely deny that housing is available
  - Deny anyone access to membership in facility or service related to renting a unit
  
3. Neither has the Housing Agency:
  - Threatened, coerced, intimidated or interfered with anyone exercising a fair housing right or was assisting others who exercised that right, advertised or made any statement that indicated a limitation or preference based on race, color, national origin, religion, sex, familial status or handicap.

The Dallas County Housing Agency does not and has never discriminated against families in which one or more children less than 18 live with a parent or a person who has legal custody of the child/children, or the designee of the parent or legal custodian. This also applies to pregnant women and anyone securing legal custody of a child less than 18.

I hereby certify that the information stated herein, is true and accurate.

  
 Signature

7/5/09  
 Date













