

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

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**Housing Authority of the County of Monterey**  
**File # CA033V03**

**PHA Plans**

5 Year Plan for Fiscal Years 2001 - 2005  
Annual Plan for Fiscal Year 2003

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

**PHA Plan  
Agency Identification**

**PHA Name:** Housing Authority of the County of Monterey

**PHA Number:** CA033V03

**PHA Fiscal Year Beginning: (07/2003)**

**Public Access to Information**

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

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

**Display Locations For PHA Plans and Supporting Documents**

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 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 Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: *"To provide, administer and encourage quality affordable housing and related services to eligible residents of Monterey County."*

**B. Goals**

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

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
  - Apply for additional rental vouchers:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - Other : *"As capacity allows and funding allows to develop partnerships with service providers that promote self-sufficiency of families and individuals."*
- PHA Goal: Improve the quality of assisted housing  
Objectives:
  - Improve public housing management: (PHAS score)
  - Improve voucher management: (SEMAP score)
  - Increase customer satisfaction:
  - Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)  
*Improve Capital Planning and Property Management Reporting.*
  - Renovate or modernize public housing units:
  - Demolish or dispose of obsolete public housing:

- Provide replacement public housing:
- Provide replacement vouchers: *As needed*
- Other: (list below)  
*“Dispose of public housing that is financially unfeasible to operate and maintain.”*

- PHA Goal: Increase assisted housing choices  
 Objectives:
  - Provide voucher mobility counseling:
  - Conduct outreach efforts to potential voucher landlords
  - Increase voucher payment standards (*if possible*)
  - Implement voucher down payment assistance homeownership program:
  - Implement public housing or other homeownership programs:
  - Implement public housing site-based waiting lists:
  - Convert public housing to vouchers:
  - Other: *“Implement Project Based Section 8 Housing Choice Voucher Program”*

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

- PHA Goal: Provide an improved living environment  
 Objectives:
  - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
  - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
  - Implement public housing security improvements:
  - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
  - Other: (list below)  
*“Analyze crime and determine site needs based upon analysis of crimes at sites.”*

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households  
 Objectives:
  - Increase the number and percentage of employed persons in assisted families:
  - Provide or attract supportive services to improve assistance recipients’ employability:

- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)  
*“Access the services of Central Coast Center for Independent Living and John XXIII Aids Ministry to increase services for 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:
  - Other: (list below)

**Other PHA Goals and Objectives: (list below)**

**Annual PHA Plan  
PHA Fiscal Year 2003**

[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 ®]

**HOUSING AUTHORITY OF THE COUNTY OF MONTEREY  
5-YEAR STRATEGIC PLAN GOALS 2003 - 2008**

1. **Provide excellent customer service.**
2. **Be the lead affordable housing organization in the County.**
3. **Increase affordable housing opportunities within Monterey County by developing or stimulating development of affordable housing both through in-house development activities and in partnership with or on behalf of others.**
4. **Ensure long term financial viability for the agency in light of changes in federal, state and local funding and increased scrutiny of housing programs.**
5. **Implement an overall asset management discipline to ensure the long-term physical and financial viability of the assets that are owned, managed or financed by the agency.**

**MISSION STATEMENT**

*“To provide, administer and encourage quality affordable housing and related services to eligible residents of Monterey County.”*

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

#### **Table of Contents**

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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:**

- Admissions Policy for Deconcentration
- FY 2003 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

**Optional Attachments:**

- PHA Management Organizational Chart **Attachment 1**
- FY 2003 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan (N/A)
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
  - Pet Ownership in Public Housing **Attachment 2**
  - Membership of the Resident Advisory Board **Attachment 3**
  - Resident Membership of the PHA Governing Board **Attachment 4**
  - Section 8 Project Based Voucher Program **Attachment 5**
  - Section 8 Homeownership Capacity Statement **Attachment 6**
  - Assessment of Site-Based Waiting List **Attachment 7**
  - Criteria for Substantial Deviation and Significant Amendments **Attachment 8**
  - Follow Up Plan to Customer Satisfaction Survey in PHAS for Public Housing Program FY2003 **Attachment 9**

**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.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
<b>X</b>	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
<b>X</b>	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
<b>X</b>	Fair Housing Documentation: Records reflecting that the PHA has examined its programs	5 Year and Annual Plans

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	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.	
<b>X</b>	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
<b>X</b>	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
<b>X</b>	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
<b>X</b>	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
<b>X</b>	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
<b>X</b>	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
<b>X</b>	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
<b>X</b>	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
<b>X</b>	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
<b>On Display</b>	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures <i>Not required - High Performer</i>

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
<b>X</b>	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures <i>Not required-High Performer</i>
<b>X</b>	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
<b>Not Applicable</b>	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs <b>Not Applicable</b>
<b>X</b>	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
<b>Not Applicable</b>	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 <b>Not Applicable</b>
<b>Not Applicable</b>	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition. <b>Not Applicable</b>
<b>Not Applicable</b>	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing. <b>Not Applicable</b>
<b>In Process</b>	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
<b>In Process</b>	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
<b>X</b>	Policies governing any Section 8 Homeownership Down Payment Assistance program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
<b>On Display</b>	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency <i>Not required-High Performer</i>
<b>On Display</b>	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency <i>Not required-High Performer</i>
<b>On Display</b>	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency <i>Not required-High Performer</i>
<b>Not Applicable</b>	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 <i>Not required</i>
<b>X</b>	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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
<b>Not Applicable</b>	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs <b>Not Applicable</b>
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
<b>X</b>	Fair Housing Plan	Annual Plan
<b>X</b>	Project Based Plan Section 8 Implementation and Development Selection	Attachment 5

## **1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

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

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

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
<b>Family Type</b>	<b>Overall</b>	<b>Afford- ability</b>	<b>Supply</b>	<b>Quality</b>	<b>Access- ability</b>	<b>Size</b>	<b>Locatio n</b>
Income <= 30% of AMI	13,695	5	5	5	4	5	4
Income >30% but <=50% of AMI	13,597	5	5	4	4	5	4
Income >50% but <80% of AMI	19,842	5	4	4	4	4	4
Elderly	34,697	4	4	4	4	4	4
Families with Disabilities	13,659	5	5	5	5	5	5
Race/Ethnicity White/Non-Hisp	162,045	5	5	4	3	3	3
Race/Ethnicity Hispanic	187,969	5	5	4	3	5	5
Race/Ethnicity African-Am.	14,865	5	5	4	3	3	4
Race/Ethnicity Asian	24,106	5	5	4	3	3	4
Race/Ethnicity	132,180	5	5	4	3	3	4

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ability	Size	Locatio n
Other & Mixed							

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 City of Monterey, Seaside, Salinas
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year: Housing Element County of Monterey 1997
- Other sources: (list and indicate year of information) AMBAG Census Data, 2000, County of Monterey final Census Data

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	3618		
Extremely low income <=30% AMI	2414	66.72%	
Very low income (>30% but <=50% AMI)	1101	30.43%	
Low income (>50% but <80% AMI)	103	2.87%	
Families with children	2647	73.16%	

<b>Housing Needs of Families on the Waiting List</b>			
Elderly families	199	5.50%	
Families with Disabilities	600	16.58%	
Race/ethnicity White/Non-Hisp.	637	17.61%	
Race/ethnicity White/Hispanic	2423	66.97%	
Race/ethnicity African-American/Non-Hisp.	300	8.29%	
Race/ethnicity Asian/Hispanic	52	1.44%	
Race/ethnicity Asian/Non-Hispanic	132	3.65%	
Race/ethnicity American-Indian/Non-Hisp.	44	1.22%	
Race/ethnicity African-American/Hispanic	15	.41%	
Race/ethnicity American Indian/Hisp.	4	.11%	
Race/ethnicity Pacific Islander/Hisp	2	.06%	
Race/ethnicity Pacific Islander/ Non-Hisp.	3	.08%	
Race/ethnicity No Race/Hisp.	5	.14%	
Race/ethnicity No Race/Non-Hisp.	1	.03%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	N/A		
2 BR	N/A		
3 BR	N/A		
4 BR	N/A		
5 BR	N/A		
5+ BR	N/A		

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

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, Identify which development/sub jurisdiction:			
	<b># of families</b>	<b>% of total families</b>	<b>Annual Turnover</b>
Waiting list total	3906		
Extremely low income <=30% AMI	2270	58.12%	
Very low income (>30% but <=50% AMI)	1161	29.72%	
Low income (>50% but <80% AMI)	475	12.16%	
Families with children	3026	77.47%	
Elderly families	179	4.58%	
Families with Disabilities	574	14.70%	
Race/ethnicity White/Hispanic	2859	73.20%	
Race/ethnicity White/Non-Hispanic	479	12.26%	
Race/ethnicity African American/Hispanic	13	.33%	
Race/ethnicity African American/Non -Hisp.	306	7.83%	
Race/ethnicity American Indian/Hispanic	13	.33%	
Race/ethnicity Native Hawaiian/Other Pacific Islander/ Hispanic	1	.03%	
Race/ethnicity Native	4	.10%	

Hawaiian/Other Pacific Islander/ Non-Hisp.			
Race/ethnicity No Race/Hispanic	6	.15%	
Race/ethnicity American Indian/Non-Hisp	48	1.23%	
Race/ethnicity Asian/Hispanic	63	1.61%	
Race/ethnicity Asian/Non-Hispanic	114	2.92%	
Characteristics by Bedroom Size (Public Housing Only)			
1 BR	880	22.53%	
2 BR	1468	37.58%	
3 BR	1285	32.90%	
4 BR	241	6.17%	
5 BR	32	.82%	
5+ BR	0		
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 <i>RIPPLING RIVER - WAIT LIST</i>			
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	195		
Extremely low income <=30% AMI	143	73.33%	
Very low income (>30% but <=50% AMI)	45	23.08%	
Low income (>50% but <80% AMI)	7	3.59%	

Families with children	0	0%	
Elderly families	58	29.74%	
Families with Disabilities	137	70.26%	
Race/ethnicity 1-1	61	%	
Race/ethnicity 1-2	112	61.27%	
Race/ethnicity 2-1	0	0%	
Race/ethnicity 2-2	16	7.04%	
Race/ethnicity 3-2	6	2.11%	
Race/ethnicity 4-2	0	2.11%	
Race/ethnicity 4-1	0	.70%	
Characteristics by Bedroom Size (Public Housing Only)			
1 BR	195	100%	
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

### 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.

*"Apply for Grants under Section 8 NOFA and build Housing Authority owned units through collaborative and partnership. Lease-up available allocations to 100%"*

#### (1) Strategies

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

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development

- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)  
*“Develop partnership with others to maximum funding opportunities for Affordable Housing Development.”*

*“Maintain or increase Section 8 lease-up rates by conducting housing search workshops for voucher holders.”*

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

Select all that apply

- Apply for additional section 8 units should they become available once at 97% leased-up
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)  
*“Home Funding in cooperation with CHDO and mixed-income financing and local resources.”*

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

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

Select all that apply

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

Other: (list below)

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

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

Select all that apply

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

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

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

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)  
*“Work in conjunction with cities of Seaside, Marina, Monterey and Monterey County to produce elderly housing.”*

**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)  
*“Apply for special needs vouchers, when funding is available.”*

**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)  
*“Provide counseling on portability and mobility.”*

**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)  
*“Waiting list data and Cal Works Plan, LHAC, Homeless Coalition and other non-profits.”*

**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.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2003 grants)</b>		
a) Public Housing Operating Fund	\$185,709.00	<b>PH Operations</b>
b) Public Housing Capital Fund	\$2,322,306.00	<b>PH Capital Improve</b>
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$28,126,557.00	<b>Section 8 HAP &amp; Admin. Fees</b>
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$231,714.00	<b>PH Safety/Security And Supportive Services</b>
g) Resident Opportunity and Self-Sufficiency Grants	0	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)		
Supportive Housing Program	\$362,431.00	Supportive Services and Operations
USDA Rural Development Rental Assistance	\$112,659.00	Rental Operations
<b>2. Prior Year Federal Grants (unobligated funds only)</b> (list below)	0	
<b>3. Public Housing Dwelling Rental Income</b>	\$2,547,631.00	PH Operations
<b>4. Other income</b> (list below)	0	
<b>4. Non-federal sources</b> (list below)		
CHFA Rental Assistance	\$345,172.00	Rental Operations
Office of Migrant Services	\$317,982.00	Migrant Operations
RHCP Annuity	\$82,329.00	Rental Operations
Other Rentals and Tenant Income	\$1,526,817.69	Rental Operations
Other Grants	\$1,112,400.00	Development
Other Income	\$700,142.67	Operations and Development
Administrative Fees	\$188,446.04	Operations
Interest Income	\$687,352.80	Operations
<b>Total resources</b>	<b>\$38,849,649.20</b>	

### **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)  
**150**
  - When families are within a certain time of being offered a unit: (state time)  
**90 Days**
  - Other: (describe)
- b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?
- Criminal or Drug-related activity
  - Rental history
  - Housekeeping
  - Other (describe)  
“Debt to the Housing Authority of the County of Monterey or any other Housing Authority.”
- 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)  
“Through the Monterey County Sheriff’s Department.”

##### **(2)Waiting List Organization**

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)
- Community-wide list
  - Sub-jurisdictional lists
  - Site-based waiting lists
  - Other (describe)
- b. Where may interested persons apply for admission to public housing?
- PHA main administrative office

- PHA development site management office
- Other (list below)

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

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

**Seven (7)**

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? **Nine (9)**

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:

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies

- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)
  - “Schools if in specialized programs to facilitate attendance in special programs.”*

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
  - i. Working Families
  - ii. Families who are actively enrolled in a case management, job training program, transitional housing or other self-sufficiency program.
  - iii. Frail Elderly.
  - iv. Families with household members who are mentally, physically, or developmentally disabled.
  - v. Victims of Disaster.
  - vi. Elderly families or families headed by an elderly person.
  - vii. Families who reside in substandard housing or who are involuntarily displaced as a result of code enforcement activities as determined by local code enforcement program officials.

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)  
*Eligibility Orientation and Resident Handbook.*

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

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

**(6) Deconcentration and Income Mixing**

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

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

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
33-6	18	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)

*Through the Monterey County Sheriff's Department.*

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

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

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

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

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

*Eviction history and damage to rental units.*

**(2) Waiting List Organization**

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting lists merged? (select all that apply)

- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- PHA main administrative office
- Other (list below)

*Central Coast for Independent Living, San Andreas Regional Center, Department of Social Services, John XXIII, and City Hall of Cities in County.*

**(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:

Vouchers issued for 60 days and extended up to 120 days or as required for disability.

#### **(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**)

#### **Local Preferences for Family Unification Program**

In order to participate in the Family Unification Demonstration Program, a family must be a Family Unification eligible family as defined in (Federal Register). The FUP preferences apply to the Family Unification Program only, and not the regular Section 8 Program.

Based upon previous experience of DSS and the Housing Authority in administering the FUP, the following local preferences apply to the FUP only.

1. Families, which are victims of severe and ongoing domestic violence, or sexual abuse (10 Points).
2. Graduates of Transitional housing program, which addresses sobriety maintenance, living skills, domestic violence counseling, development of positive support networks and family functioning skills (5 Points).
3. (2002 fup) The Housing Authority for 2002 will develop a program with the Monterey County Department of Social Services, Children's Services Division, whereby a portion of the Family Unification Allocation (if funded) will be utilized for an independent living skills program for youth aging out of foster care, and who will be homeless without such a program whereby housing and services are linked to develop living skills in youth aged 18-24 for a two year period. It is anticipated that a non-profit agency will master lease a facility and lease units to the youth. (5Points)

4. Families who meet all other criteria of the FUP and do not have a substance abuse factor in the placement of their children in-out of home care, or the imminent placement in-out of home care, i.e., living in substandard, dilapidated, or overcrowded housing (1Point).
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

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

Other preferences (select all that apply)

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

Local Preferences 50% all have the same weight, and are ranked by the Ranking Point System and date and time of application.

- (5) a. Frail Elderly. (10 Points)
- (5) b. Families living in a rental rehabilitation project. (10 Points)
- (4) c. Formerly homeless families or homeless families actively enrolled in a case management, transition housing, or other self-sufficiency programs. (15 Points)
- (5) d. Families participating in Self Sufficiency Programs.(15 Points)
- (5) e. Families living in moderate rehabilitation and/or project-based program units whose health, welfare, or safety is threatened, or families who have provided drug related criminal activity testimony. (10 Points)
- (5) f. Families that need to move closer to medical and/or social services facilities. (10 Points)
- (3) g. Victims of disasters as verified by FEMA, the American Red Cross or other disaster assistance agency. (30 Points)
- (4) h. Families who reside in substandard housing, or who are involuntarily displaced or about to be involuntarily displaced as a



Those previously enrolled in educational, training, or upward mobility programs

Victims of reprisals or hate crimes

Other preference(s) (list below)

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

Date and time of application

Drawing (lottery) or other random choice technique

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

This preference has previously been reviewed and approved by HUD

The PHA requests approval for this preference through this PHA Plan

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

The PHA applies preferences within income tiers

Not applicable: the pool of applicant families ensures that the PHA will meet income-targeting requirements

#### **(5) Special Purpose Section 8 Assistance Programs**

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

The Section 8 Administrative Plan

Briefing sessions and written materials

Other (list below) *The Family Handbook and Briefing Packet.*

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

Through published notices

Other (list below) *Public Advertising in News Media.*

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

[24 CFR Part 903.7 9 (d)]

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

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

**(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

**Chp. #6 A.O.P.**

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

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

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

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

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

If yes, state amount/s and circumstances below:

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

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

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

- Never
  - At family option
  - Any time the family experiences an income increase
  - Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
  - Other (list below) *Change in Family Composition and decreases income.*
- g.  Yes  No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

**(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)
- The section 8 rent reasonableness study of comparable housing
  - Survey of rents listed in local newspaper
  - Survey of similar unassisted units in the neighborhood
  - Other (list/describe below)  
*Fair Market Rents for Section 8 Program.*

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

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

**(1) Payment Standards**

Describe the voucher payment standards and policies.

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

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

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

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

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

(select all that apply)

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

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

- Annually
- Other (list below)  
**Quarterly**

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)

*Monthly Review of Area Rents.*

## **(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)

### **NOT REQUIRED TO SUBMIT DUE TO HIGH PERFORMER STATUS**

#### **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.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>

### **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)

**A.O.P. – Administrative Occupancy Policy**

(2) Section 8 Management: (list below)

**Section 8 Administrative Plan**

### **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

### **NOT REQUIRED TO SUBMIT DUE TO HIGH PERFORMER STATUS**

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

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

If yes, list additions to federal requirements below:

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

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

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

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office  
 Other (list below)

**7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

**A. Capital Fund Activities**

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

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

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

Select one:

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

-or-

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

**CAPITAL FUND PROGRAM TABLES START HERE**

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

<b>PHA Name:</b> Housing Authority of the County of Monterey	<b>Grant Type and Number</b> Capital Fund Program Grant No: CA39P03350103 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> FY 2003
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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	0			
3	1408 Management Improvements	82,000			
4	1410 Administration	150,390			
5	1411 Audit	0			
6	1415 Liquidated Damages	0			
7	1430 Fees and Costs	30,000			
8	1440 Site Acquisition	0			
9	1450 Site Improvement	70,000			
10	1460 Dwelling Structures	1,044,400			
11	1465.2 Dwelling Equipment—Expendable	0			
12	1470 Nondwelling Structures	15,000			
13	1475 Nondwelling Equipment	0			
13	1475.2 Nondwelling Equipment - Expendable	7,500			
14	1485 Demolition	0			
15	1490 Replacement Reserve	0			
16	1492 Moving to Work Demonstration	0			
17	1495.1 Relocation Costs	0			
18	1498 Mod Used for Development	0			
19	1502 Contingency (may not exceed 10% of line 20)	104,610			
20	<b>Amount of Annual Grant: (sum of lines 2 – 19)</b>	<b>1,503,900</b>			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 compliance				
23	Amount of line 20 Related to Security				

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

<b>PHA Name:</b> Housing Authority of the County of Monterey	<b>Grant Type and Number</b> Capital Fund Program Grant No: CA39P03350103 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> FY 2003
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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
24	Amount of line 20 Related to Energy Conservation Measures				
25					
26					

**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 Monterey		Grant Type and Number Capital Fund Program Grant No:CA39P03350103 Replacement Housing Factor Grant No:				Federal FY of Grant: FY 2003		
		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
CA33-1 Hacienda Plaza	Architectural Studies	1430						
	Site Improvements	1450		10,000				
	Dwelling Improvements	1460						
	Non-Dwelling Improvements	1470						
CA33-2 Gabilan Vista	Architectural Studies	1430						
	Site Improvements	1450		10,000				
	Dwelling Improvements	1460						
CA33-3 Casa Santa Lucia	Architectural Studies	1430						
	Site Improvements	1450						
	Dwelling Improvements	1460		302,400				
CA33-5 Casa de Oro	Architectural Studies	1430						
	Site Improvements	1450		10,000				
	Dwelling Structures	1460						

**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 Monterey		Grant Type and Number Capital Fund Program Grant No:CA39P03350103 Replacement Housing Factor Grant No:				Federal FY of Grant: FY 2003		
		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
CA33-6 1029 Rider	Architectural Studies Site Improvements Dwelling Structures	1430 1450 1460		10,000				
CA33-7 44 Natividad	Architectural Studies Site Improvements Dwelling Structures	1430 1450 1460		15,000 10,000				
CA33-8 Scattered Sites 1415 Del Monte 1025 No. Sanborn 1039 No. Sanborn 1058 No. Sanborn	Architectural Studies Site Improvements-playground Dwelling Structures Appliances Non-expendable Equipment Community Center	1430 1450.3 1460 1465.2 1475 1470.03						
CA33-9 Rippling River	Architectural Studies Site Improvements Dwelling Structures Non-Dwelling Structures	1430 1450 1460 1470		15,000 25,000 10,000 15,000				

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

PHA Name: <b>Housing Authority of the County of Monterey</b>		Grant Type and Number Capital Fund Program Grant No:CA39P03350103 Replacement Housing Factor Grant No:			Federal FY of Grant: FY 2003			
		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
CA33-10 Scattered Sites  1011 Laurel 1029 Rider 1112 Alamo	Architectural Studies Site Improvements Dwelling Structures	1430 1450 1460		10,000				

**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 Monterey		Grant Type and Number Capital Fund Program Grant No:CA39P03350103 Replacement Housing Factor Grant No:				Federal FY of Grant: FY 2003		
		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
CA33-11 Scattered Sites	Architectural Studies	1430						
	Site Improvements	1450						
	Dwelling Structures	1460						
541 Watson	Landscaping							
	Roof Replacement							
	Plumbing Improvements							
	Electrical Improvements							
	Kitchen Modernization							
	Bathroom Modernization							
	Interior Wall and Ceiling-paint/repair							
242 Montecito	Flooring Replacement							
	Landscaping							
	Roof Replacement							
	Plumbing Improvements							
	Electrical Improvements							
	Kitchen Modernization							
	Bathroom Modernization							
	Interior Wall and Ceiling-paint/repair							
	Flooring Replacement							
CA33-12 Los Ositos	Architectural Studies	1430						
	Site Improvements	1450		504,000				
	Dwelling Structures	1460						

**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 Monterey		Grant Type and Number Capital Fund Program Grant No:CA39P03350103 Replacement Housing Factor Grant No:				Federal FY of Grant: FY 2003		
		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
CA33-14	Architectural Studies	1430						
	Site Improvements	1450						
1511-1515	Dwelling Structures	1460						
Wheeler	Roof Replacement			58,000				
	Gutters/Downspouts							
	Water Shut-offs							
CA33-17	Architectural Studies	1430						
Scattered Sites	Site Improvements	1450						
	Dwelling Structures	1460						
1062 No. Sanborn		1465.2						
1259 Del Monte	Playground							
	Appliances							
1569 Colusa								
514 Alvin								
13073 Arthur								

**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 Monterey		Grant Type and Number Capital Fund Program Grant No:CA39P03350103 Replacement Housing Factor Grant No:			Federal FY of Grant: FY 2003			
		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
CA33-18 Scattered Sites  540 Williams 312 Williams 1113 D Street 1346-1348 Las Cruces 24 Wood Street 737,747 Mae St. 1073 Sherman 18320 Van Buren 18861 Hoover 1744 Cherokee 775 Elkington 780 Elkington 1012 Sanborn	Architectural Studies Site Improvements Dwelling Structures Appliance Replacement	1430 1450 1460 1465.2		25,000				
CA33-19 El-Gin Village	Architectural Studies Site Improvements Dwelling Structures Appliance Replacement	1430 1450 1460 1465.2		25,000				

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

PHA Name: <b>Housing Authority of the County of Monterey</b>		Grant Type and Number Capital Fund Program Grant No:CA39P03350103 Replacement Housing Factor Grant No:			Federal FY of Grant: FY 2003			
		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
CA33-ALL	Operations	1406						
	Upgrade MIS Continued	1408		50,000				
	Administration	1410		150,390				
	Overall Site Improvements	1450		35,000				
	Equipment lease/fuel	1460		70,000				
	Equipment Non-expendable	1475						
	Equipment - expendable	1475.2		7,500				
	Management Improvements	1408		32,000				
	Relocation Costs	1495.1						
	Contingency	1502		104,610				
Totals:				<b>1,503,900</b>				

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

PHA Name: <b>Housing Authority of the County of Monterey</b>		Grant Type and Number Capital Fund Program No: CA39P03350103 Replacement Housing Factor No:			Federal FY of Grant: FY 2003		
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
CA33-All							

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

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

a.  Yes  No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name -or-

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

**Capital Fund Program Five-Year Action Plan**

**Part I: Summary**

PHA Name: <b>Housing Authority County of Monterey</b>				<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 3 FFY Grant: 2005 PHA FY: 2005	Work Statement for Year 4 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 5 FFY Grant: 2007 PHA FY: 2007
CA33-8 Scattered Sites, (Del Monte Plaza) 1415 Del Monte Ave., Salinas	Annual Statement				\$564,480
CA33-11 541 Watson & 242 Montecito, Monterey				\$383,040	
CA33-14 (Northridge Plaza), 1511,1513, &1515 Wheeler, Salinas					

CA33-17 Scattered Sites, 1259 Del Monte Ave., Salinas					
CAA33-1 (Hacienda Plaza) 134 E. Rossi St., Salinas			\$100,800	\$302,400	
CA33-3 (Casa Santa Lucia) 8 <sup>th</sup> , 9 <sup>th</sup> , 10 <sup>th</sup> & Belden Sts., Gonzales		\$302,400			
CA33-5 (Casa de Oro), 48 "C" St., Gonzales					
CA33-6 (Rider Manor), 1030 Rider Ave., Salinas		\$362,880			
CA33-7 44 Natividad Rd., Salinas					\$604,800
CA33-2 (Gabilan Vista), Gabilan Circle, Gonzales		\$403,200			
CA33-18 Scattered Sites,		\$60,480			
CA33-18 Scattered Sites, 18320 Van Buren, Salinas			\$20,160		
CA33-18 Scattered Sites, Williams, Salinas		\$60,480			

CA33-18 Scattered Sites, Las Cruces, Salinas			\$40,320		
CA33-18 Scattered Sites, Mae Street, Salinas		\$40,320	\$40,320		
CA33-18 Scattered Sites, Sherman, Salinas				\$20,160	
CA33-18 Scattered Sites, Cherokee, Salinas				\$20,160	
CA33-9 (Rippling River), 53 E. Carmel Valley Road, Carmel Valley					
CA33-10 Laurel & Sanborn, Scattered Sites, 1029 Rider Ave., Salinas			\$201,600		
CA33-17 Scattered Sites, 1062 N. Sanborn Road, Salinas					
CA33-17 Scattered Sites (SFD), 13073 Arthur Street, Salinas					
PHA Wide Management Improvements		\$200,000	\$220,000	\$242,000	\$266,200
HA Wide Non-dwelling structures and equipment		\$300,000	\$330,000	\$363,000	\$399,300

Administration	\$140,000	\$140,000	\$140,000	\$140,000
CFP Funds Listed for 5-year planning	\$1,466,560	\$1,496,400	\$1,470,760	\$1,974,780
Replacement Housing Factor Funds				

Capital Fund Program Five-Year Action Plan  
 Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2004 PHA FY: 2004			Activities for Year: <u>3</u> FFY Grant: 2005 PHA FY: 2005		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<b>See</b>	CA33-3 Santa Lucia	Dwelling Rehab – 15 units	302,400	CA33-1 Hacienda	Dwelling Rehab – 5 units	100,800
<b>Annual</b>	CA33-6 Rider	Dwelling Rehab – 18 units	362,880	CA33-2 Gabilan Vista	Dwelling Rehab – 20 units	403,200
<b>Statement</b>	CA33-18 Williams Mae	Dwelling Rehab – 3 units Dwelling Rehab – 3 units Dwelling Rehab – 2 units	60,480 60,480 40,320	CA33-10 Rider	Dwelling Rehab – 10 units	201,600
				CA33-18 Mae	Dwelling Rehab – 2 units	40,320
				Las Cruces	Dwelling Rehab – 2 units	40,320
				Van Buren	Dwelling Rehab – 1 unit	20,160
		PHA wide Management Improvements	200,000		PHA wide Management Improvements	220,000
		HA wide Non- dwelling structures and equipment	300,000		HA wide Non-dwelling structures and equipment	330,000

	Administration	140,000		Administration	140,000
Total CFP Estimated Cost		\$1,466,560			\$1,496,400

Capital Fund Program Five-Year Action Plan

**Part II: Supporting Pages—Work Activities**

Activities for Year : <u>4</u> FFY Grant: 2006 PHA FY: 2006			Activities for Year: <u>5</u> FFY Grant: 2007 PHA FY: 2007		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
CA33-1 Hacienda	Dwelling Rehab – 15 units	302,400	CA33-7 Natividad	Dwelling Rehab – 30 units	604,800
CA33-11 Montecito	Dwelling Rehab – 4 units	80,640	CA33-8 Sanborn	Dwelling Rehab – 28 units	564,480
Watson	Dwelling Rehab – 15 units	302,400			
CA33-18 Sherman	Dwelling Rehab – 1 unit	20,160			
Cherokee	Dwelling Rehab – 1 unit	20,160			
	PHA wide Management Improvements	242,000		PHA wide Management Improvements	266,200
	HA wide Non-dwelling structures and equipment	363,000		HA wide Non- dwelling structures and equipment	399,300
	Administration	140,000		Administration	140,000
Total CFP Estimated Cost		\$1,470,760			\$1,974,780

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

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

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

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development  
 Revitalization Plan submitted, pending approval  
 Revitalization Plan approved  
 Activities pursuant to an approved Revitalization Plan underway

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

Yes  No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

**(Rippling River, if feasible)**

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:

***HA is reassessing all developments for possible mandatory or voluntary conversion.***

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description:

***Review possible disposition and/or demolition of Rippling River to develop a new facility using Project Based Section 8.***

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

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Rippling River 1b. Development (project) number: 33-9
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:
5. Number of units affected: 79
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: <b><i>Contingent on completion of ADA assessment and viable funding acquisition</i></b> 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.

<b>Designation of Public Housing Activity Description</b>
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:
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.

<b>Conversion of Public Housing Activity Description</b>	
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. Voluntary Conversion Initial Assessments**

a. How many of the PHA's developments are subject to the Required Initial Assessments?

**12 properties - 545 units**

b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e. g., elderly and/ or disabled developments not general occupancy projects)?

**3 properties – 149 units**

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

**One initial assessment for each property**

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

PROJECT NO. PROJECT NAME	NUMBER OF UNITS	COMMENTS
33-01 E. Rossi Street 101	24	Currently undergoing financial analysis to determine if this site meets the criteria.
33-01 Calle Cebu 101	26	Currently undergoing financial analysis to determine if this site meets the criteria.
33-01 Haciendas Place 101	50	Currently undergoing financial analysis to determine if this site meets the criteria.
33-02 Gabilan Vista 102	20	Currently undergoing financial analysis to determine if this site meets the criteria.
33-03 Casa Santa Lucia 8th St 103	5	Currently undergoing financial analysis to determine if this site meets the criteria.
33-03 Casa Santa Lucia 9th St 103	6	Currently undergoing financial analysis to determine if this site meets the criteria.
33-03 Casa Santa Lucia 10th St 103	8	Currently undergoing financial analysis to determine if this site meets the criteria.
33-03 Casa Santa Lucia Belden St 103	6	Currently undergoing financial analysis to determine if this site meets the criteria.
33-03 Casa Santa Lucia Alta St 103	5	Currently undergoing financial analysis to determine if this site meets the criteria.
33-05 Casa De Oro 105	20	Currently undergoing financial analysis to determine if this site meets the criteria.
33-06 Rider Manor 106	18	Currently undergoing financial analysis to determine if this site meets the criteria.
33-07 Ocean View Apartments 107	40	Currently undergoing financial analysis to determine if this site meets the criteria.
PROJECT NO. PROJECT NAME	NUMBER OF UNITS	COMMENTS

33-08 Del Monte Manor	108	44(*) (*1 unit non-dwelling total 45)	Currently undergoing financial analysis to determine if this site meets the criteria.
33-08 Sanborn Estates	108	14	Currently undergoing financial analysis to determine if this site meets the criteria.
33-08 Sanborn Plaza	108	14	Currently undergoing financial analysis to determine if this site meets the criteria.
33-08 Sanborn Arms	108	16	Currently undergoing financial analysis to determine if this site meets the criteria.
33-09 Rippling River	109	79	Currently undergoing financial analysis to determine if this site meets the criteria.
33-10 1011 E. Laurel Dr.	110	15	Currently undergoing financial analysis to determine if this site meets the criteria.
33-10 1029 Rider Avenue	110	4	Currently undergoing financial analysis to determine if this site meets the criteria.
33-10 1111 Alamo Way	110	4	Currently undergoing financial analysis to determine if this site meets the criteria.
33-10 1112 Alamo Way	110	2	Currently undergoing financial analysis to determine if this site meets the criteria.
33-11 531 Watson Street	111	8	Currently undergoing financial analysis to determine if this site meets the criteria.
33-11 242 Montecito avenue	111	5	Currently undergoing financial analysis to determine if this site meets the criteria.
33-12 Los Ositos	112	50	Currently undergoing financial analysis to determine if this site meets the criteria.
33-14 1511 Wheeler Dr (Northridge)	114	32	Currently undergoing financial analysis to determine if this site meets the criteria.
33-14 1513 Wheeler Dr (Northridge)	114	26	Currently undergoing financial analysis to determine if this site meets the criteria.
33-14 1515 Wheeler Dr (Northridge)	114	22	Currently undergoing financial analysis to determine if this site meets the criteria.
33-17 Del Monte Townhouse Apts	117	17	Currently undergoing financial analysis to determine if this site meets the criteria.
33-17 1062 N.Sanborn Rd.	117	10	Currently undergoing financial analysis to determine if this site meets the criteria.
33-17 514 East Alvin Dr. (House)	117	1	Currently undergoing financial analysis to determine if this site meets the criteria.
33-17 13073 Arthur (House)	117	1	Currently undergoing financial analysis to determine if this site meets the criteria.
33-17 1569 Colusa Place (House)	117	1	Currently undergoing financial analysis to determine if this site meets the criteria.
33-18 737 & 747 Mae Avenue	118	4	Currently undergoing financial analysis to determine if this site meets the criteria.
33-18 24 No. Wood Street	118	4	Currently undergoing financial analysis to determine if this site meets the criteria.
<b>PROJECT NO.</b> <b>PROJECT NAME</b>		<b>NUMBER OF UNITS</b>	<b>COMMENTS</b>

33-18 775 Elkington Avenue	118	6	Currently undergoing financial analysis to determine if this site meets the criteria.
33-18 780 Elkington Avenue	118	7	Currently undergoing financial analysis to determine if this site meets the criteria.
33-18 1113 "D" Street	118	6	Currently undergoing financial analysis to determine if this site meets the criteria.
33-18 1012 N. Sanborn Road	118	11	Currently undergoing financial analysis to determine if this site meets the criteria.
33-18 540 Williams Road	118	3	Currently undergoing financial analysis to determine if this site meets the criteria.
33-18 312 Williams Road	118	3	Currently undergoing financial analysis to determine if this site meets the criteria.
33-18 1346-1348 Las Cruces Court	118	2	Currently undergoing financial analysis to determine if this site meets the criteria.
33-18 1073 Sherman Way	118	1	Currently undergoing financial analysis to determine if this site meets the criteria.
33-18 18320 Van Buren	118	1	Currently undergoing financial analysis to determine if this site meets the criteria.
33-18 18861 Hoover Street	118	1	Currently undergoing financial analysis to determine if this site meets the criteria.
33-18 1744 Cherokee	118	1	Currently undergoing financial analysis to determine if this site meets the criteria.
33-19 El Gin Village	119	50	Currently undergoing financial analysis to determine if this site meets the criteria.

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

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

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

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

1.  Yes  No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S.

Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

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

**NOT REQUIRED TO SUBMIT DUE TO HIGH PERFORMER STATUS**

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
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:

**NOT REQUIRED TO SUBMIT DUE TO HIGH PERFORMER STATUS**

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.

**NOT REQUIRED TO SUBMIT DUE TO HIGH PERFORMER STATUS**

**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?

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. )

<b>Services and Programs</b>				
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/s**

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)

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

**C. Welfare Benefit Reductions**

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

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

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

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

[24 CFR Part 903.7 9 (m)]

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.

**NOT REQUIRED TO SUBMIT DUE TO HIGH PERFORMER STATUS &  
PHDEP PROGRAM HAS BEEN ELIMINATED BY HUD**

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

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

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

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

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

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

**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 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

Chapter 10 of A.O.P.

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

### **NOT REQUIRED TO SUBMIT DUE TO HIGH PERFORMER STATUS**

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): *Capital needs long-term assessment on each property.*
3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)  
 Attached at Attachment (File name)  
 Provided below
3. In what manner did the PHA address those comments? (select all that apply)  
 Considered comments, but determined that no changes to the PHA Plan were necessary.  
 The PHA changed portions of the PHA Plan in response to comments  
 List changes below:  
 2)  Other: (list below)

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

1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

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

- b. Eligible candidates: (select one)  
 Any recipient of PHA assistance  
 Any head of household receiving PHA assistance  
 Any adult recipient of PHA assistance  
 Any adult member of a resident or assisted family organization  
 Other (list)

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

- Representatives of all PHA resident and assisted family organizations
- Other (list)

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

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

1. Consolidated Plan jurisdiction: (provide name here)  
*Monterey, Seaside, Salinas and Monterey County.*
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)  
*Monterey, Seaside, Salinas and Monterey County.*
  - 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)  
*More coordinated meeting with city and county representatives.*
  - Other: (list below)
4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

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

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

### **Attachments**

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

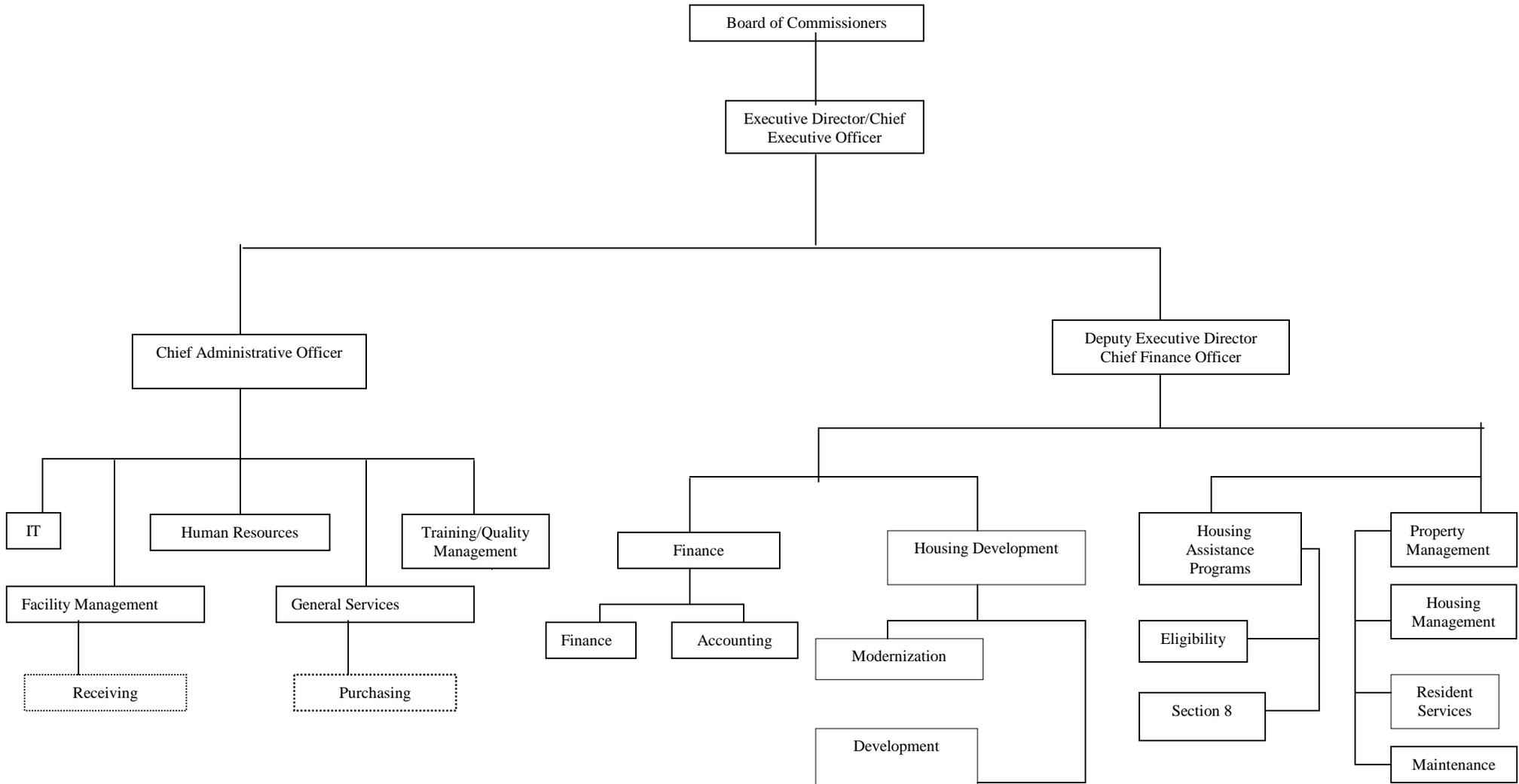
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- K. Section 8 Project-Based Voucher Program Statement**
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- S. Fair Housing Plan**
- T. List of Housing Authority Resident Advisory Council Membership**

# Attachment 1

## HOUSING AUTHORITY OF THE COUNTY OF MONTEREY



## **Attachment 2**

### **Pet Ownership in Public Housing**

Residents will comply with the dwelling lease, which requires that no animals or pets of any kind are permitted on the premises without prior written approval of the HA. This does not apply to animals that are used to assist, support, or provide service to persons with disabilities.

Tenants with animals must pay a pet deposit. The resident/pet owner shall be required to pay a refundable \$300.00 deposit for the purpose of defraying all reasonable costs directly attributable to the presence of a dog or cat. An individual deposit will be required for each pet. All reasonable expenses incurred by the HA as a result of damages directly attributable to the presence of the pet in the project will be the responsibility of the resident, including:

The cost of repairs and replacements to the resident's dwelling unit;  
Fumigation of the dwelling unit;  
Common areas of the project.

Pet deposits are not part of rent payable by the resident.

In Family Public Housing there is a minimal monthly fee to cover the reasonable operating costs to the project relating to the presence of pet.

A resident may keep no types of pets other than the following: Dogs, Cats, Birds, Fish, Rodents (rabbit, guinea pig, hamster, or gerbil ONLY)  
Tenants are not permitted to have more than two (2) common household pets, except that only one may be a cat or a dog as defined in the Pet Policy chapter of Public Housing Admissions and Continued Occupancy Plan.

No pet (excluding fish) shall be left unattended in any apartment for a period in excess of 24 hours. HACM reserves the right to enter and/or remove pets(s) and transfer them to the proper authorities should a pet(s) are left unattended in or out of the apartment for more than twenty-four (24) hours.

## Attachment 3

### Membership of the Resident Advisory Board

<u>NAME</u>	<u>NAME</u>
Antonia Medina	Maria G. Ceja
Abel Luna	Isaura Espinoza
Maria Parra Olvera	Luis R. Lopez
Jose Garcia	Alberico P. Torres
Catalina Garcia	Filimon C. Jimenez
Jose Contreras	Elisa Munoz
Aurora Contreras	Paula Sandoval
Sara Robledo	Alicia Calderon
Maria Rodriguez	Filemon C. Jimenez
Maria Rodriguez	Juana Lepe
Maria Romero	
Antonia Medina	
Yolanda Nunez	
Luis R. Lopez	
Natalie Perez	
Lean Casey	
Oralia O.	
Shari Welsh	
Josefina Jimenez	
Isaura Rodriguez	
Abel Luna	
Viviana Piceno	
Antonia Medina	
Elisa Munoz	
Jose Garcia	
Catalina Garcia	
M.L.Salcido	
Annie B. Thomas	
Augusta Moeslein	
Maria Olvera Parra	
Barbara Hayles	
Janet Brow	
Henry Lopez	
Alfredo P. Torrez	
Maria G. Ceja	
Robert Lovato	
Michelle Lindsey	
Jose Zepeda	

## Attachment 4

### Resident Membership of the PHA Governing Board

<u>Name</u>	<u>Method of Selection</u>	<u>Term of Appointment</u>
Michael Nichols	appointment	2 years
Carol Schneider	appointment	2 years

## **Attachment 5**

### **Section 8 Project-Based Voucher Program**

The purpose of this Plan to Project Base up to 441 Section 8 Housing Choice Vouchers as approved by the U.S. Department of Housing and Urban Development; other additional project basing units as allowed under the regulations. The units will be in Monterey County. The intent is to further Fair Housing Choice, to reduce impediments to fair housing choice. The project basing will assist non-profit and for-profit property owners to project base existing units targeted to low income households if it meets Housing Quality Standards, or to construct standard, or upgrade substandard, rental housing stock and make it available to low-income families at rents within the Section 8 payment standard rent. The supply of units for tenant-based assistance is very limited and project basing in certain strategic locations is needed to assure the availability of units for a period of years. Project basing of Section 8 must be consistent with the HUD statutory goals of de-concentration of poverty and expanding housing and economic opportunities.

## **Attachment 6**

### **Section 8 Homeownership Capacity Statement**

The Housing Authority of the County of Monterey has the capacity or will acquire the capacity to successfully operate a Section 8 homeownership program. The Housing Authority will offer the homeownership program to successful Section 8 participants, especially those participating in the Family Self-Sufficiency Program or those participating in Sweat Equity Programs, who are interested in, and who are capable of purchasing their own homes. We have partnered with the new MoCHA's (Monterey County Housing Alliance) HOC (Housing Opportunity Center) to provide home-buying education and counseling.

The Housing Authority's homeownership program is voluntary and will provide participants a broad range of choices in housing.

This program is expected to be an incentive in one of the highest cost areas of the United States, for families to move from homelessness, to welfare-to-work, and through the FSS program into homeownership utilizing a continuum of housing assistance and counseling to maximize the self-sufficient functioning of low-income families to greatest extent possible. The barriers to homeownership in Monterey County are difficult to overcome, and even more difficult for low income families, which typically require a large amount of counseling, guidance, and support in their progress along the housing continuum.

The Housing Authority of the County of Monterey is considering two programs to develop and implement a Section 8 homeownership plan.

The PHA may provide homeownership assistance in the form of monthly payments, or as a down payment assistance grant. The PHA may choose to offer either or both forms, or may choose not to offer homeownership assistance. If the PHA offers both forms of assistance, the family chooses which form to receive.

Upon finalization of proposed rules on the Section 8 Homeownership Down-payment assistance, the Housing Authority will implement the program.

## **Attachment 7**

### **Assessment of Site-Based Waiting List Development** **Demographic Changes**

As stated in Chapter 4-5 of our Admissions and Occupancy Plan for Public Housing, the Housing Authority of the County of Monterey will monitor its system of site-based waiting list at least every three years to assure that racial steering does not occur. If the HA's analysis of its site-based waiting list indicates that a pattern of racial steering is or may be occurring, the HA will take corrective action.

The HA has established site-based waiting lists for the following properties:

1. 33-2 Gabilan Vista
2. 33-3 Casa Santa Lucia
3. 33-5 Casa de Oro
4. 33-9 Rippling River
5. 33-11 Montecito/Watson
6. 33-12 Los Ositos

This assessment will be conducted as soon as we have Multifamily Tenant Characteristic System (MTCS) occupancy data available.

## **Attachment 8**

### **Criteria for Substantial Deviation and Significant Amendments**

#### **A. Substantial deviation from 5-Year Plan:**

A “Substantial Deviation” from the 5-Year Plan is a significant change in the overall direction of the Housing Authority of the County of Monterey Goals and Objectives. This includes changing the Agency’s Goals and Objectives.

#### **B. Significant Amendment or Modification to Annual Plan:**

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

- Changes to rent or admissions policies or organization of the waiting list;
- Additions of non-emergency work items (items not included in the current Annual Statement or Five-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund
- Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities

## **Attachment 9**

### **Follow Up Plan to Customer Satisfaction Survey in PHAS for Public Housing Program FY 2003**

#### **Section 2: Communication**

The Housing Authority will continue to implement internal customer satisfaction surveys for both the management and maintenance functions of Housing Management. Survey results will be reviewed regularly by staff and the Board to note progress being made in improvement to communications between residents and the Agency.

The Housing Authority will continue to educate staff regarding the importance of properly notifying residents of upcoming events with regards to scheduled maintenance and modernization. Efforts will be made to have meetings with residents in advance of major modernization projects to better inform them of the upcoming changes and impacts.

The Housing Authority will continue to hold individual briefings with residents regarding their lease and lease obligations. Annually, at the time of recertification, the staff will remind residents of the rules of the lease and encourage them to follow them.

The Housing Authority will continue to conduct outreach to the residents regarding the Resident Advisory Council (RAC). The Housing Authority will continue to provide for training for resident leaders of the RAC and staff will continue to support the RAC in its development and function.

#### **Section 3: Safety**

The Housing Authority will continue to work with the local law enforcement agencies to remove the criminal element from the complexes and the surrounding neighborhoods.

The Housing Authority has installed Resident Caretakers at certain sites to better provide for response to problems after the office is closed. Caretakers will continue to respond to trouble calls and contact the local law enforcement agencies for assistance when necessary. Caretakers will continue to relate to management the need for improved lighting and security at the developments. Management will make the necessary improvements utilizing monies and within the time frame permitted by the Capital Fund.

Staff will encourage residents to report problems both involving the buildings as well as other residents. Staff will work towards responding promptly to those reports of trouble.

Staff will continue to work with local law enforcement agencies in providing information to residents regarding neighborhood watch programs. Staff will encourage residents to be proactive in reporting crimes to law enforcement agencies.

**Section 5: Neighborhood Appearance**

The Housing Authority has installed Resident Caretakers at various sites to assist the staff in maintaining the developments in good, clean and safe condition. The caretakers will continue to report problems to management with regards to common area maintenance and cleaning, as well as graffiti, security and lighting issues, and abandoned vehicles.

The Housing Authority continues a process of modernization and repairs to its developments within the framework of the Capital Fund.