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

PHA Plan

5 Year Plan for Fiscal Years 2000 - 2004
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

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Expires: 03/31/2002

PHA Plan
Agency Identification

PHA Name: Area Housing Authority of the County of Ventura

PHA Number: CA092

PHA Fiscal Year Beginning: (mm/yyyy) 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 administrative office of the PHA
☐ PHA development management offices
☐ Other (list below)

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5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004
[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: The vision of the Area Housing Authority of the County of Ventura (AHA) is to afford shelter, stability, and self-sufficiency for the community to ensure a sustainable quality of life. The AHA's mission is to be a catalyst to provide opportunities and assistance to people in need of affordable housing through partnerships with the communities we serve.

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 for families in low-income ranges.**

Objectives:

☒ Apply for additional rental vouchers when funding becomes available.

☒ Reduce public housing vacancies by maintaining goal of 98 percent occupancy (i.e., vacancy of 2 percent or less).

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

- Continue collaboration with all jurisdictional areas to develop strategies to address the extreme shortage of affordable housing throughout Ventura County.
- Apply for tax-credit allocations as appropriate.

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- Through a services agreement with Villa Calleguas Inc., provide management services for an independent living facility for the mentally ill in Camarillo, CA. (The complex consists of 24 1-bedroom units, a 3,000 square-foot community building, and recreational facilities.)
- Endeavor to acquire units for conversion to homeownership during the next five years.
- Collaborate with local organizations to acquire, improve, or develop additional housing opportunities for low-income families, including but not limited to:
  - ③ Association for Retarded Citizens (ARC) - Ventura County
  - ③ Partners in Housing.
  - ③ Habitat for Humanity.
  - ③ Many Mansions.
  - ③ Cabrillo Economic Development Corporation.
  - ③ Ventura County Housing and Homeless Coalition.
- Consider application to jurisdictional areas for CDBG funds to agencies and non-profit organizations that provide either: 1) transitional or emergency shelter for the homeless, 2) grants or loans to extremely low-income households in order to assist them with housing in order to avoid becoming homeless, and 3) assistance to homeless persons (including those with special needs) to make a transition to permanent housing.
- Coordinate with jurisdictional areas on priority to assist families who are not homeless, but require supportive housing. Investigate feasibility of application for CDBG funding to provide supportive services to extremely-low, very low-, low-, and moderate-income residents.

☒ Acquire or build units or developments. Investigate opportunities to acquire additional property:

- Identify/locate available property:
  - ③ Utilize real estate agencies.
  - ③ Obtain notification of available HUD property.
  - ③ Negotiate best value for least dollars.
- Use leverage financing to acquire maximum property value.
- Purchase new housing stock.
- Seek donors for Charitable Remainder Trusts:
  - ③ Contact attorneys and CPAs in Ventura County.
  - ③ Place ads in newspapers or publish articles on AHA community work/involvement.

☒ Other:

- Apply for additional funding as Notices of Funding Availability (NOFAs) become available to increase the number of rental vouchers.

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- Foster partnerships and form coalitions with organizations to increase housing opportunities for clients:
  - ③ Identify and contact similar/related organizations with same goals of enhancing affordable housing or assisting low-income residents.
  - ③ Meet with identified organizations.
  - ③ Identify and secure data sources.
  - ③ Determine if coalition formation is valid/beneficial.
- Continue collaboration with all jurisdictional areas to provide additional funding resources to acquire, rehabilitate, or build affordable housing, maintain affordable rents, and provide Section 8 vouchers.
- Collaborate with jurisdictional areas (e.g., City of Simi Valley's Affordable Housing Program) to take advantage of density bonuses and/or other financial incentives to develop apartment units which are affordable to extremely-low, low-, and moderate-income families.

☒ **PHA Goal: Improve the quality of assisted housing and provide a safe, secure, and improved living environment.**

Objectives:

☒ Improve public housing management PHAS score.
☒ Improve voucher management SEMAP score.
☒ Increase customer satisfaction: Provide favorable response to PHDEP/RASS resident survey.
☐ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
☒ Renovate or modernize public housing units: Utilize Capital Fund to implement site and structural improvements.
☐ Demolish or dispose of obsolete public housing:
☐ Provide replacement public housing:
☐ Provide replacement vouchers:
☒ Other: (list below)

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
  - ③ Offer incentives as described in Administrative Plan to attract higher income families into lower income areas.
- Implement public housing security improvements through the Public Housing Assessment System (PHAS) and Capital Fund improvements.
- Continue collaboration with Ventura County Sheriff's Department to reduce evictions due to criminal law violations through aggressive screening procedures.
- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections):
  - ③ Analyze:

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- Increasing use of contracting for services in various aspects of operations.
- Maintenance of units.
- Other costs related to public housing.

③ Maximize public housing lease-up.

③ Apply for grants for ancillary programs related to public housing as NOFAs become available (i.e., family and elderly supportive services, drug elimination, family unification).

- Pursue additional grant funding:

③ Determine resident unmet needs that may be facilitated through grant funding.

③ Research grant availability and applicability.

③ Develop appropriate list of grants.

③ Develop calendar/schedule of grant applications.

③ Attend seminars related to grant applications.

③ Evaluate and respond to Requests for Proposal (RFPs) as appropriate.

③ Continue to form coalitions with other agencies to jointly apply for grants.

☒ **PHA Goal: Increase assisted housing choices**

Objectives:

☒ Provide voucher mobility counseling: Continue to maintain lists of available housing in all neighborhoods within the AHA's jurisdiction to ensure greater mobility and housing choices.

☒ Conduct outreach efforts to potential voucher landlords. Educate "stakeholders" in Section 8 Program benefits and changing regulations to program requirements:

- Hold quarterly educational meetings with property owners and managers.
- Facilitate better communication with owners/managers on changing regulations.
- Distribute information for owners/managers and clients on changing regulations.

☒ Increase voucher payment standards: Continue pro-active position on applying for and maintaining exception rents.

☒ Implement voucher homeownership program: Homeownership Program policy and requirements are detailed in the AHA's Administrative Plan for the Section 8 Housing Choice Voucher Program.

☐ Implement public housing or other homeownership programs:

☒ Implement public housing site-based waiting lists: Continue community-wide waiting list in which applicants may designate the development(s) in which they seek to reside (i.e., a site-based waiting list).

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☒ Convert public housing to vouchers. Pursue conversion of public housing developments to tenant-based (voucher) assistance:
- Conduct conversion assessment for each property in accordance with HUD requirements. Note: Assessment conducted and submitted to HUD in September 2001. Refer to attachment Voluntary Conversion Initial Assessments.

☐ Other: (list below)

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

☒ PHA Goal: Provide an improved living environment

Objectives:

☒ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- Conduct annual analysis of tenant incomes as identified in the AHA's Public Housing Admissions and Continued Occupancy Policy (PH ACOP) to assist in deconcentration efforts.
- Offer incentives for higher income families as identified in PH ACOP.

☒ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Conduct annual analysis of tenant incomes as identified in PH ACOP to assist in deconcentration efforts.
- Retain provision as identified in PH ACOP to allow skipping of a family on the waiting list specifically to reach another family with a lower or higher income. Such skipping will be uniformly applied until the target threshold is met.

☒ Implement public housing security improvements as proposed in 5-Year Action Plan for Capital Fund expenditures.

☒ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)

☐ Other: (list below)

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

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

Objectives:

☐ Increase the number and percentage of employed persons in assisted families:

☒ Provide or attract supportive services to improve assistance recipients' employability.

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

☒ Other: (list below)

- Administer EDSS grant funding to provide supportive services and wellness programs for independent living for the elderly and disabled.
- Maintain the partnership with the Ventura County Human Services Agency and the Housing Authorities of the cities of Oxnard, San Buenaventura, and Santa Paula to provide housing assistance for welfare-to-work families. In conjunction with the CalWORKS program, this consortium identifies strategies, such as applying for additional Section 8 vouchers, to facilitate stable, affordable housing for families trying to focus on employment and self-sufficiency issues.
- Continue support for AHA's Regional Resident Council to increase membership and level of participation.

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

☒ **PHA Goal: Ensure equal opportunity and equal treatment for applicants, participants, and AHA employees 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: Follow equal opportunity and equal treatment policies as defined in the PH ACOP and Section 8 Administrative Plan.

☒ 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: Follow equal opportunity and equal treatment policies as defined in the PH ACOP and Section 8 Administrative Plan.

☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: Continue to ensure that "accessible units" are identified to applicants and that no non-mobility impaired families are offered an accessible unit until all eligible mobility-impaired applicants have been considered in accordance with established public housing program policies.

☒ Other: (list below)

- Continue to operate the AHA in full compliance with all equal opportunity laws and regulations:
  - ③ Reinforce affirmative measures to ensure access to assisted housing and a suitable living environment for families living in assisted housing regardless of race, color, religion national origin, sex, familial status, and disability.

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③ Continue to emphasize Section 3 employment and other economic opportunities; continue to exceed Section 3 goals for increased employment of public housing residents.

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Other PHA Goals and Objectives: (list below)

☒ **PHA Goal: Preserve existing housing.**

Objectives:

☒ Partner with local jurisdictions to increase opportunities for housing preservation efforts:

- Continue collaboration with all jurisdictional areas to maintain and improve the existing housing stock in the county.
- Participate in jurisdictional programs to assist non-profit groups in securing local and other sources of funds for the acquisition and rehabilitation of single family and multi-family structures for affordable housing.

☒ Identify opportunities to acquire properties/complexes that may be converted to market rate rentals (Section 202).

☒ Maintain the AHA's real estate in a decent condition.

☒ **PHA Goal: Enhance the marketability and perception of both public housing and the AHA.**

Objectives:

☒ Improve the "image" of public housing in the local communities and achieve a high level of customer satisfaction to ensure the highest score possible in this PHAS rating element:

- Emphasize the use of the term "AHA-owned properties" or "affordable housing units" versus "public housing" to help eliminate the associated/perceived stigma.
- Preserve the existing "curb appeal" of the AHA's public housing units through continued upkeep, landscaping maintenance, and other efforts.
- Continue implementation and improvement of preventative maintenance plan.
- Continue to maintain a response time of less than 24 hours for emergency work orders.
- Continue to remove graffiti and other defacement within 24 hours of discovery/report.

☒ Promote positive public relations for the AHA; enhance program awareness/knowledge; coordinate with local officials to increase program effectiveness:

- AHA Executive Director to continue to speak at least annually to numerous civic, religious, or fraternal organizations on what the programs can do for them and their members/constituents.
- AHA management staff to ensure that as many positive stories as possible appear in the local media concerning the AHA and its operations.

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- Continue to emphasize an outreach program to inform the community of its efficient management approach and operations.
- Establish consistency in information dissemination.
- Nurture and utilize favorable political/corporate contacts.

☒ **PHA Goal: Manage the Section 8 tenant-based assistance program in an effective and efficient manner to qualify as at least a standard performer under the SEMAP reporting system.**

Objectives:

☒ Maximize lease-up of Section 8 Vouchers to produce maximum administrative fees:

- Research demographics of property owners/managers and rental property.
- Continue to seek HUD approval for higher Fair Market Rents (FMRs) for all jurisdictional areas.
- Coordinate with other agencies with same issues to discuss plan of action.

☒ Operate in a business like manner with the objective of having income exceed expenses each year.

☒ Improve and sustain the utilization rate for tenant-based assistance.

☒ **PHA Goal: Manage the public housing program in an effective and efficient manner to qualify as at least a standard performer.**

Objectives:

☒ Retain continued status as high performer.

☒ Endeavor to sustain an occupancy rate of at least 98 percent for the next five years.

☒ Promote a cohesive working environment with a capable, experienced staff that operates the AHA as an efficient, customer friendly leader in affordable housing.

☒ **PHA Goal: Implement procedures to enhance ability to serve clients**

Objectives:

☒ Establish database/statistical analysis for jurisdictional demographics to better reflect population to be served:

- Determine type of specific data needed.
- Identify and secure data sources.
- Establish analytical requirements.
- Develop/input data.
- Generate applicable reports.

☒ Minimize the effect of natural or other types of disasters on AHA responsiveness:

- Frequently update and distribute Preparedness Handbook.

- Hold periodic safety/disaster/emergency training sessions with all staff (either with internal resources or professionals).
- Identify client needs and emergency response measures.
- Utilize training tools (i.e., videos) to educate staff on safety issues; maintain attendance log for compliance with SB198 and Workers Compensation requirements.

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

Section 511 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA) established the requirements for the public housing agency plans—a 5-Year Plan and an Annual Plan. The 5-Year Plan describes the Area Housing Authority of the County of Ventura's (AHA's) mission and long-term goals and objectives.

The AHA's first submission of the Annual Plan for Fiscal Year 2000 provided details on the AHA's immediate operations, program participants, and programs/services for the upcoming fiscal year. The AHA prepared its first Annual Plan in response to the requirements of QHWRA; HUD's Public Housing Agency Plans, Interim Rule dated February 18, 1999 and Final Rule dated October 21, 1999; PIH Notices 99-33, 99-51, and 2000-12; and the issued template.

The first annual update submitted for FY 2001 incorporated the requirements of PIH Notice 2000-43 on PHA Plan Guidance, Streamlining of Small PHA Plans, and Extensions of Notices PIH 99-33 and 99-51; and PIH Notice 2001-4 on Instructions for Submitting Second PHA Plans for PHAs with Fiscal Years Beginning July 1, 2001.

The FY 2002 update incorporated the requirements of PIH Notice 2001-26 on PHA Plan Guidance; Further Streamlining of Small PHA Plans; Early Availability of Capital Formula Funding for Obligation; Extension of Notices PIH 99-33, PIH 99-51, PIH 2000-22, PIH 2000-36, PIH 2000-43 and PIH 2001-4.

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In accordance with HUD's website for PHA Plans, the AHA has used the existing template for the FY 2003 update. As with each annual update, this FY 2003 update provides a statement of the AHA's progress in meeting the mission and goals outlined in its 5-Year Plan. That statement is provided as an attachment to this plan.

Major initiatives and policies in the Annual Plan include:

- Procedures for eligibility, selection, and admission for both the Public Housing and Section 8 Programs
- Waiting list organization and processing, including admission preferences for both programs
- Rent determinations, including income-based and flat rents for public housing
- Payment standards for Section 8 tenant-based assistance
- Proposed capital improvement needs.

Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]
Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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19. Definition of "Substantial Deviation" and "Significant Amendment or Modification" 64

Attachments included at the end of the template file:

- Deconcentration and Income Mixing
  (in response to requirements of Notice PIH 2001-4)
- Admissions Policy for Deconcentration
  (in response to requirements of FR-4420-F-10 and FR-4677-P-01)
- Voluntary Conversion Initial Assessments
  (in response to requirements of Notice PIH 2001-26)
- Section 8 Homeownership Program Capacity Statement
- Pet Policy
- Statement of Progress in Meeting the 5-Year Plan Mission and Goals
- Resident Membership of the AHA Governing Board
- Membership of the Resident Advisory Board
- Statement on Section 8 Project-Based Vouchers
- Resident Assessment Sub-System (RASS) Follow-Up Plan

Required attachments provided as separate files:

A. FY 2003 Capital Fund Program Annual Statement (file name ca092a01)
B. Performance and Evaluation Reports (file name ca092b01)
C. FY 2003 Capital Fund Program 5-Year Action Plan (file name ca092c01)

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
☒ A. FY 2003 Capital Fund Program Annual Statement (file name CA092a01)
☒ B. Performance and Evaluation Reports (file name CA092b01)
☐ 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
☒ C. FY 2003 Capital Fund Program 5 Year Action Plan (file name CA092c01)
☐ Public Housing Drug Elimination Program (PHDEP) Plan
☐ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
☐ Other (List below, providing each attachment name)

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Supporting Documents Available for Review

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

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

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List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	Section 8 rent determination (payment standard) policies ☒ check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures ☒ check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures ☒ check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program ☒ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention

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List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Income Analysis of Public Housing Covered Developments	Annual Plan: Deconcentration and Income Mixing
X	Initial Assessment of Voluntary Conversion of Developments from Public Housing Stock	Annual Plan: Conversion of Public Housing
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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.

Note: The following "housing needs" information was revised, as applicable, based on data in the most recent (Year 2000) jurisdictional Consolidated Plans/Action Plans for:

- The County of Ventura/Entitlement Area
- The City of Camarillo
- The City of Thousand Oaks
- The City of Simi Valley

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Housing Needs of Families in the Jurisdiction (Entitlement Area[1]) by Family Type							
Family Type (Renter)	Overall	Afford-ability (Cost Burden)	Supply	Quality (Sub-standard)	Access-ibility	Size (Over-crowded)	Loca-tion
Income <= 30% of MFI[2]							
Small Related[3]	2,956	5	5	3	N/A	3	N/A
Large Related[4]	1,918	5	5	4	N/A	3	N/A
Income >30% but <=50% of MFI							
Small Related	2,486	5	5	3	N/A	3	N/A
Large Related	1,647	5	5	4	N/A	3	N/A
Income >50% but <80% of MFI							
Small Related	2,289	4	5	4	N/A	3	N/A
Large Related	1,031	3	5	4	N/A	3	N/A
Elderly	2,788	4	5	4	N/A	3	N/A
Families with Disabilities	Unk						
Race/Ethnicity[5]							
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

Unk = Unknown

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: County of Ventura
Indicate year: Ventura County 2000 Consolidated Plan (dated May 2000)

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

[1] Entitlement Area includes the unincorporated areas of Ventura County and the cities of Fillmore, Moorpark, Ojai, Port Hueneme, and Santa Paula.
[2] MFI = Median Family Income, as reported/used in Ventura County's 1995 Consolidated Plan.
[3] Small related family = 2 to 4 people.
[4] Large related family = 5 or more people.
[5] In accordance with the Consolidated Plan, the County is not experiencing any disproportionate housing needs for any ethnic group.

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☐ American Housing Survey data
Indicate year:
☐ Other housing market study
Indicate year:
☐ Other sources: (list and indicate year of information)

Housing Needs of Families in the Jurisdiction (Camarillo) by Family Type							
Family Type (Renter)	Overall	Afford-ability (Cost Burden)	Supply	Quality (Sub-standard)	Access-ibility	Size (Over-crowded)	Loca-tion
Income <= 30% of MFI	664	5	5	N/A	N/A	2	N/A
Small Family	191	5	5	N/A	N/A	3	N/A
Large Family	129	5	5	N/A	N/A	5	N/A
Elderly	262	3	N/A	N/A	N/A	N/A	N/A
Income >30% but <=50% of MFI	744	5	5	N/A	N/A	2	N/A
Small Family	270	4	5	N/A	N/A	4	N/A
Large Family	155	4	4	N/A	N/A	N/A	N/A
Elderly	214	4	5	N/A	N/A	N/A	N/A
Income >50% but <80% of MFI	1,118	5	5	N/A	N/A	2	N/A
Small Family	511	4	4	N/A	N/A	3	N/A
Large Family	273	5	5	N/A	N/A	4	N/A
Elderly	65	4	4	N/A	N/A	N/A	N/A
Elderly (see above)							
Families with Disabilities	Unk						
White Non-Hispanic							
Income <= 30% of MFI	429	5	4	N/A	N/A	3	N/A
Small Family	109	N/A	5	N/A	N/A	N/A	N/A
Large Family	50	N/A	5	N/A	N/A	N/A	N/A
Elderly	212	N/A	3	N/A	N/A	N/A	N/A
Income >30% but <=50% of MFI	551	5	5	N/A	N/A	2	N/A

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Housing Needs of Families in the Jurisdiction (Camarillo) by Family Type							
Family Type (Renter)	Overall	Afford-ability (Cost Burden)	Supply	Quality (Sub-standard)	Access-ibility	Size (Over-crowded)	Loca-tion
Small Family	201	N/A	4	N/A	N/A	4	N/A
Large Family	85	N/A	5	N/A	N/A	N/A	N/A
Elderly	186	N/A	5	N/A	N/A	N/A	N/A
Income >50% but <80% of MFI	580	5	5	N/A	N/A	3	N/A
Small Family	289	N/A	5	N/A	N/A	N/A	N/A
Large Family	96	N/A	4	N/A	N/A	N/A	N/A
Elderly	45	N/A	4	N/A	N/A	N/A	N/A
Black Non-Hispanic							
Income <= 30% of MFI	27	3	3	N/A	N/A	3	N/A
Small Family	0	N/A	2	N/A	N/A	2	N/A
Large Family	27	N/A	5	N/A	N/A	4	N/A
Elderly	0	N/A	2	N/A	N/A	2	N/A
Income >30% but <=50% of MFI	0	2	2	N/A	N/A	2	N/A
Small Family	0	N/A	2	N/A	N/A	2	N/A
Large Family	0	N/A	2	N/A	N/A	2	N/A
Elderly	0	N/A	2	N/A	N/A	2	N/A
Income >50% but <80% of MFI	36	3	4	N/A	N/A	3	N/A
Small Family	14	N/A	3	N/A	N/A	2	N/A
Large Family	22	N/A	5	N/A	N/A	4	N/A
Elderly	0	N/A	2	N/A	N/A	2	N/A
Hispanic							
Income <= 30% of MFI	118	3	5	N/A	N/A	3	N/A
Small Family	53	N/A	5	N/A	N/A	4	N/A
Large Family	27	N/A	5	N/A	N/A	5	N/A
Elderly	23	N/A	3	N/A	N/A	2	N/A

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Housing Needs of Families in the Jurisdiction (Camarillo) by Family Type							
Family Type (Renter)	Overall	Afford-ability (Cost Burden)	Supply	Quality (Sub-standard)	Access-ibility	Size (Over-crowded)	Loca-tion
Income >30% but <=50% of MFI	115	5	4	N/A	N/A	4	N/A
Small Family	44	N/A	3	N/A	N/A	4	N/A
Large Family	53	N/A	5	N/A	N/A	5	N/A
Elderly	6	N/A	5	N/A	N/A	2	N/A
Income >50% but <80% of MFI	125	3	4	N/A	N/A	4	N/A
Small Family	35	N/A	4	N/A	N/A	3	N/A
Large Family	62	N/A	5	N/A	N/A	5	N/A
Elderly	0	N/A	2	N/A	N/A	2	N/A

Unk = Unknown

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

☐ Consolidated Plan of the Jurisdiction/s
Indicate year:

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

☐ American Housing Survey data
Indicate year:

☐ Other housing market study
Indicate year:

☒ Other sources: (list and indicate year of information)
Southern California Association of Governments (SCAG)/HUD data, based on housing problems present at 1990 census, projected for household growth, 1990 to 1998. Issued in November 1999.

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Housing Needs of Families in the Jurisdiction (Thousand Oaks) by Family Type							
Family Type (Renter)	Overall	Afford-ability (Cost Burden)	Supply	Quality (Sub-standard)	Access-ibility	Size (Over-crowded)	Loca-tion
Income <= 30% of MFI	1,310	5	5	N/A	N/A	3	N/A
Income >30% but <=50% of MFI	1,157	5	5	N/A	N/A	3	N/A
Income >50% but <80% of MFI	1,623	5	5	N/A	N/A	3	N/A
Elderly	1,914	5	5	N/A	N/A	N/A	N/A
Families with Disabilities	60	5	5	N/A	N/A	N/A	N/A
Homeless or At Risk	185	5	5	N/A	N/A	N/A	N/A
White Non-Hispanic							
Income <= 30% of MFI	828	4	4	N/A	N/A	4	N/A
Small Family	195	N/A	4	N/A	N/A	4	N/A
Large Family	43	N/A	4	N/A	N/A	5	N/A
Elderly	442	N/A	3	N/A	N/A	2	N/A
Income >30% but <=50% of MFI	875	5	5	N/A	N/A	2	N/A
Small Family	321	N/A	4	N/A	N/A	4	N/A
Large Family	90	N/A	4	N/A	N/A	5	N/A
Elderly	254	N/A	3	N/A	N/A	2	N/A
Income >50% but <80% of MFI	817	4	4	N/A	N/A	4	N/A
Small Family	381	N/A	4	N/A	N/A	4	N/A
Large Family	62	N/A	4	N/A	N/A	5	N/A
Elderly	172	N/A	5	N/A	N/A	2	N/A
Black Non-Hispanic							
Income <= 30% of MFI	27	4	3	N/A	N/A	3	N/A
Small Family	27	N/A	5	N/A	N/A	3	N/A
Large Family	0	N/A	2	N/A	N/A	4	N/A

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Housing Needs of Families in the Jurisdiction (Thousand Oaks) by Family Type							
Family Type (Renter)	Overall	Afford-ability (Cost Burden)	Supply	Quality (Sub-standard)	Access-ibility	Size (Over-crowded)	Loca-tion
Elderly	0	N/A	2	N/A	N/A	2	N/A
Income >30% but <=50% of MFI	16	5	3	N/A	N/A	2	N/A
Small Family	16	N/A	3	N/A	N/A	2	N/A
Large Family	0	N/A	2	N/A	N/A	2	N/A
Elderly	0	N/A	2	N/A	N/A	2	N/A
Income >50% but <80% of MFI	6	4	2	N/A	N/A	2	N/A
Small Family	6	N/A	3	N/A	N/A	2	N/A
Large Family	0	N/A	2	N/A	N/A	2	N/A
Elderly	0	N/A	2	N/A	N/A	2	N/A
Hispanic							
Income <= 30% of MFI	200	5	4	N/A	N/A	3	N/A
Small Family	74	N/A	4	N/A	N/A	3	N/A
Large Family	84	N/A	5	N/A	N/A	4	N/A
Elderly	42	N/A	3	N/A	N/A	2	N/A
Income >30% but <=50% of MFI	260	5	5	N/A	N/A	4	N/A
Small Family	105	N/A	5	N/A	N/A	3	N/A
Large Family	84	N/A	5	N/A	N/A	5	N/A
Elderly	9	N/A	5	N/A	N/A	2	N/A
Income >50% but <80% of MFI	197	4	4	N/A	N/A	3	N/A
Small Family	64	N/A	5	N/A	N/A	3	N/A
Large Family	70	N/A	5	N/A	N/A	4	N/A
Elderly	0	N/A	2	N/A	N/A	2	N/A

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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: City of Thousand Oaks
Indicate year: FY2000/01 through FY2004/05
☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
☐ American Housing Survey data
Indicate year:
☐ Other housing market study
Indicate year:
☒ Other sources: (list and indicate year of information)

- Southern California Association of Governments (SCAG)/HUD data, based on housing problems present at 1990 census, projected for household growth, 1990 to 1998. Issued in November 1999.
- Housing Element, Thousand Oaks General Plan, 1997 Update

Housing Needs of Families in the Jurisdiction (Simi Valley) by Family Type

Family Type (Renter)	Overall	Afford-ability (Cost Burden)	Supply	Quality (Sub-standard)	Access-ibility	Size (Over-crowded)	Loca-tion
Income <= 30% of MFI	844	5	5	5	N/A	5	N/A
Small Family	316	5	5	5	N/A	5	N/A
Large Family	51	5	5	5	N/A	5	N/A
Elderly	289	4	5	5	N/A	5	N/A
Income >30% but <=50% of MFI	1,035	5	5	5	N/A	5	N/A
Small Family	480	5	5	5	N/A	5	N/A
Large Family	164	5	5	5	N/A	5	N/A
Elderly	189	5	5	5	N/A	5	N/A
Income >50% but <80% of MFI	1,009	5	5	5	N/A	5	N/A
Small Family	532	5	5	5	N/A	5	N/A
Large Family	180	4	5	4	N/A	4	N/A
Elderly	52	5	5	5	N/A	5	N/A
Elderly (see above)							
Families with	Unk						

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Housing Needs of Families in the Jurisdiction (Simi Valley) by Family Type							
Family Type (Renter)	Overall	Afford-ability (Cost Burden)	Supply	Quality (Sub-standard)	Access-ibility	Size (Over-crowded)	Loca-tion
Disabilities							

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Housing Needs of Families in the Jurisdiction (Simi Valley) by Family Type							
Family Type (Renter)	Overall	Afford-ability (Cost Burden)	Supply	Quality (Sub-standard)	Access-ibility	Size (Over-crowded)	Loca-tion
White Non-Hispanic							
Income <= 30% of MFI	729	N/A	5	N/A	N/A	N/A	N/A
Income >30% but <=50% of MFI	749	N/A	5	N/A	N/A	N/A	N/A
Income >50% but <80% of MFI	744	N/A	5	N/A	N/A	N/A	N/A
Black Non-Hispanic							
Income <= 30% of MFI	18	N/A	5	N/A	N/A	N/A	N/A
Income >30% but <=50% of MFI	18	N/A	5	N/A	N/A	N/A	N/A
Income >50% but <80% of MFI	44	N/A	N/A	N/A	N/A	N/A	N/A
Hispanic							
Income <= 30% of MFI	82	N/A	N/A	N/A	N/A	N/A	N/A
Income >30% but <=50% of AMI	230	N/A	N/A	N/A	N/A	N/A	N/A
Income >50% but <80% of MFI	194	N/A	N/A	N/A	N/A	N/A	N/A

Unk = Unknown

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:
☒ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
☐ American Housing Survey data
Indicate year:
☐ Other housing market study

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Indicate year:

☐ Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List (as of January 27, 2003)			
Waiting list type: (select one) ☐ Section 8 tenant-based assistance ☒ Public Housing ☐ Combined Section 8 and Public Housing ☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1,544		36
Extremely low income <=30% AMI	1,340	87	
Very low income >30% but <=50% AMI	191	12	
Low income >50% but <80% AMI	13	1	
Families with children	1,097	71	
Elderly families	120	8	
Families with Disabilities	327	21	
White/Hispanic	660	43	
White/Non-Hispanic	683	44	
Black/Hispanic	2	0	
Black/Non-Hispanic	81	5	
Amer. Ind./Hispanic	2	0	

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Housing Needs of Families on the Waiting List (as of January 27, 2003)			
Amer. Ind./Non-Hispanic	27	2	
Asian/Hispanic	0	0	
Asian/Non-Hispanic	89	6	
Characteristics by Bedroom Size (Public Housing Only)			
1 BR	1,460	95	
2 BR	50	3	
3 BR	31	2	
4 BR	3	0	
5 BR	0	0	
5+ BR	0	0	

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

If yes:

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

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

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☒ No ☐ Yes

Housing Needs of Families on the Waiting List (as of January 27, 2003)			
Waiting list type: (select one)			
☒ Section 8 tenant-based assistance			
☐ Public Housing			
☐ Combined Section 8 and Public Housing			
☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	565		398
Extremely low income <=30% AMI	466	82	

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Housing Needs of Families on the Waiting List (as of January 27, 2003)			
Very low income >30% but <=50% AMI	95	17	
Low income >50% but <80% AMI	4	1	
Families with children	401	71	
Elderly families	95	17	
Families with Disabilities	69	12	
White/Hispanic	205	36	
White/Non-Hispanic	283	50	
Black/Hispanic	0	0	
Black/Non-Hispanic	32	6	
Amer. Ind./Hispanic	2	0	
Amer. Ind./Non-Hispanic	9	2	
Asian/Hispanic	0	0	
Asian/Non-Hispanic	34	6	

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

If yes:

How long has it been closed (# of months)? 2 years & 6 months

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

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☒ Yes

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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.

(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

- ☒ Continue effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Continue policy of minimum 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
- ☒ Maintain or increase section 8 lease-up rates by effectively screening section 8 applicants as defined in the Administrative Plan to increase owner acceptance of program
- ☒ Continue to participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☒ Other (list below)
  - ☒ Continue aggressive outreach efforts to potential voucher landlords. Educate "stakeholders" in Section 8 Program benefits and changing regulations to program requirements.

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

Select all that apply

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

☒ Continue collaboration with local organizations to acquire, improve, or develop additional housing opportunities for low-income families, including but not limited to:
- ③ Association for Retarded Citizens (ARC) - Ventura County
- ③ Partners in Housing.
- ③ Habitat for Humanity.
- ③ Many Mansions.
- ③ Cabrillo Economic Development Corporation.
- ③ Ventura County Housing and Homeless Coalition.

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)

- ☒ Effectively administer Resident Opportunities and Self-Sufficiency (ROSS) grant funding to provide wellness programs, health screening clinics, safety and anti-fraud presentations, transportation services, and senior resources information for seniors

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. Note: the AHA has complied with section 504 requirements. As new requirements related to ADA are identified, the AHA responds accordingly to implement them.
- ☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☒ Other: (list below)

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

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

Select if applicable

- ☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs: Provide bi-lingual briefing packets, bi-lingual staff, and handout materials/forms in Spanish.
- ☐ 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)
  - ☒ Continue to operate the housing agency in full compliance with all equal opportunity laws and regulations

☒ Continue to emphasize Section 3 employment and other economic opportunities; continue to exceed Section 3 goals for increased employment of public housing residents and creation of resident-owned businesses.

☒ Undertake affirmative measures to improve availability of assisted housing for persons with all varieties of disabilities.

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)
  ☒ FMRs significantly less than market rents

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.

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
1. **Federal Grants (FY 2002 grants)**		
a) Public Housing Operating Fund	$718,160	PH Operations
b) Public Housing Capital Fund (FY 2002)	$540,851	PH Capital Improvements
c) HOPE VI Revitalization	N/A	

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Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	$20,206,577	Section 8 Tenant-Based Assistance
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	$0	PH Supportive Services
g) Resident Opportunity and Self-Sufficiency Grants	$0	
h) Community Development Block Grant	N/A	
i) HOME	N/A	
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
PH Capital Fund (FY 2000)	$0	PH capital improvements
PH Capital Fund (FY 2001)	$253,235	PH capital improvements
3. Public Housing Dwelling Rental Income	$1,026,000	PH operations
4. Other income (list below)		
Laundry	$29,570	PH operations
PH interest	$21,983	PH operations
Section 8 interest	$18,438	Section 8 supportive services
4. Non-federal sources (list below)		
Total resources	$22,814,814	

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3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

☐ When families are within a certain number of being offered a unit: (state number)
☐ When families are within a certain time of being offered a unit: (state time)
☒ Other: (describe)

When the family reaches the top of the waiting list, a full application is completed. At this point, the "final determination of eligibility for admission" occurs and the AHA ensures that verification of all HUD and AHA eligibility factors is current in order to determine the family's eligibility for an offer of a suitable unit.

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)

- Credit history (i.e., run a credit check)
- Eviction or a record of disturbance of neighbors sufficient to warrant a police call, destruction of property, or living or housekeeping habits at present or prior residences which may adversely affect the health, safety, or welfare of other tenants or neighbors
- Any history or evidence of repeated acts of violence on the part of an individual, or a pattern of conduct constituting a danger to peaceful occupancy by neighbors
- Any history of initiating threats or behaving in a manner indicating an intent to assault employees or other tenants
- Any history of alcohol or substance abuse that would threaten the health, welfare, or right to peaceful enjoyment of the premises by other residents
- Whether any family member is subject to a lifetime sex offender registration requirement
- Any conviction for the manufacture of methamphetamine, also known as "speed," on the premises of assisted housing

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

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

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

(2) Waiting List Organization

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

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

The AHA maintains a community-wide waiting list, but within that list applicants may designate the development or developments in which they seek to reside. If a particular development(s) is not designated by the applicant, the applicant will be considered for the next available, appropriate family/senior unit in any of the AHA's seven public housing developments. The list can be sorted to extract sub-lists of applicants interested in a particular development or developments.

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?

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

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

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

☐ PHA main administrative office
☐ All PHA development management offices
☐ Management offices at developments with site-based waiting lists

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☐ 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

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)

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

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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)

The AHA has established the following local admission preferences in the following order:

1. Resident and Veteran/Active Serviceperson
2. Resident
3. Veteran/Active Serviceperson
4. Others

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

1 Date and Time

Former Federal preferences:
Involuntary Displacement (Disaster, Government Action, 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

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☐ 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)
- 2 Resident and Veteran/Active Serviceperson
- 3 Resident
- 4 Veteran/Active Serviceperson
- 5 Others

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)
- PHA pre-occupancy briefings and written materials

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 (in writing within 10 working days of the occurrence)
☐ At family request for revision
☐ Other (list)

(6) Deconcentration and Income Mixing

Note: In accordance with Notice PIH 2001-4 and HUD's PHA Plan Desk Guide, this Deconcentration and Income Mixing section of the template is to be replaced by an attachment to the PHA Plan. The attachment includes questions provided in the Notice and Desk Guide, as well as the AHA's responses to those questions.

a. ☐ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the

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need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes ☐ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

☐ Adoption of site-based waiting lists
If selected, list targeted developments below:

☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:

☐ Other (list policies and developments targeted below)

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

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

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

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

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

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

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

B. Section 8

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

(1) Eligibility

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

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

The AHA will apply the following criteria, in addition to the HUD eligibility criteria, as grounds for denial of admission to the program:

- The family must not have violated any family obligations during a previous participation in the Section 8 Program for 3 years prior to final eligibility determination. The AHA may make an exception, if the family member who violated the family obligation is not a current member of the household on the application.
- If the AHA denies assistance to a person with a disability due to a violation of family obligation, and the violation was the result of the disability, the applicant may request a review of the decision to deny assistance.
- The family must pay any outstanding debt owed the AHA or another PHA as a result of prior participation in any Federal housing program.
- No family member may have been evicted from Federally assisted housing in the last 3 years.
- The AHA may check criminal history for all adults in the household to determine whether any member has violated any drug related or criminal activity prohibited behaviors.
- The AHA may perform the following types of tenant screening activities:
  - ③ Criminal background check
  - ③ Drug related activity.
- If any applicant deliberately misrepresents the information on which eligibility or tenant rent is established, the AHA may deny assistance and may refer the family file/record to the proper authorities for appropriate disposition.
- If any family member fails to sign and submit consent forms for obtaining information required by the AHA, including Form HUD-9886.
- Whether any family member is subject to a lifetime sex offender registration requirement under a State sex offender registration program.
- Any conviction for the manufacture of methamphetamine, also known as "speed," on the premises of Federally assisted housing.

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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)

- The AHA will furnish prospective owners with the family's current address as shown in the AHA's records and, if known to the AHA, the name and address of the landlord at the family's current and prior address. (The AHA will make an exception to this requirement if the family's whereabouts must be protected due to domestic abuse or witness protection.)
- The AHA will inform owners that it is the responsibility of the landlord to determine the suitability of prospective tenants. Owners will be encouraged to screen applicants for rent payment history, eviction history, damage to units, and other factors related to the family's suitability as a tenant. (A statement of the AHA's policy on release of information to prospective landlords will be included in the briefing packet which is provided to the family.)
- The AHA will provide documented information regarding tenancy history from the previous landlord to prospective landlords upon written request from the landlord(s) (if such information is available to the AHA).
- The AHA will provide the same types of information to all owners.

(2) Waiting List Organization

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

☒ None, however, if the waiting list for the AHA's public housing program is open at the time an applicant applies for Section 8, the AHA will place the family on its waiting list for public housing.
☐ 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)

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☒ PHA main administrative office
☐ Other (list below)

(3) Search Time

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

If yes, state circumstances below:
The AHA allows an initial voucher term of 120 days, with one or more extensions for good cause, such as to increase housing choice opportunities or in response to a reasonable accommodation request.

(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?

In accordance with QHWRA, the AHA will admit families whose income does not exceed 50% of the area median income, referred to as "very low income," and families whose income does not exceed 80% of the area median income, referred to as "low-income families," but only to the extent that the allowable 25% maximum is not exceeded (i.e., to preserve the reserved minimum of 75% for extremely low-income families).

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

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

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

Other preferences (select all that apply)

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☐ 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)

The selection process from the waiting list is prioritized according to the following:

1. Residency Preference and Involuntarily Displaced (includes victims of domestic violence), Substandard Housing (includes homeless designation), Disability, Veteran/Active Serviceperson, CalWORKS Program Participant, Preference to Enable Assisted Living Housing, or Program Transferal Preference
2. Residency Preference
3. Involuntarily Displaced (includes victims of domestic violence), Substandard Housing (includes homeless designation), Disability, Veteran/Active Serviceperson, CalWORKS Program Participant, Preference to Enable Assisted Living Housing, or Program Transferal Preference
4. Others

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

1 Date and Time

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, 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 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)

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☐ Those previously enrolled in educational, training, or upward mobility programs
☐ Victims of reprisals or hate crimes
☒ Other preference(s) (list below)
2. Residency Preference and Involuntarily Displaced (includes victims of domestic violence), Substandard Housing (includes homeless designation), Disability, Veteran/Active Serviceperson, CalWORKS Program Participant, Preference to Enable Assisted Living Housing, or Program Transferal Preference
3. Residency Preference
4. Involuntarily Displaced (includes victims of domestic violence), Substandard Housing (includes homeless designation), Disability, Veteran/Active Serviceperson, CalWORKS Program Participant, Preference to Enable Assisted Living Housing, or Program Transferal Preference
5. Others

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)
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)

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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**:**

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:

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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)

- For the income of a member of the family who was previously unemployed for one or more years
- For the income of a member of the family during participation in any economic self-sufficiency or other job training program
- For the income of a member of the family who is or was, within 6 months, assisted under any State program for TANF (that is, CalWORKS) and whose earned income increases, if the amount received under TANF was at least $500 for the 6-month period. The qualifying TANF assistance may consist of any amount of monthly income maintenance, and/or at least $500 in such TANF benefits as one-time payments, wage subsidies and transportation assistance.

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)

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

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

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report 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)

- The members of the family residing in the unit must be approved by the AHA. The family must inform the AHA and request approval of additional family members other than additions due to birth, adoption, marriage, court-awarded custody before the new member occupies the unit.
- The AHA will not approve the addition of family members other than by birth, adoption, marriage or court-awarded custody where the occupancy standards would require a larger size unit.
- All changes in family composition must be reported within 10 calendar days of the occurrence in writing.
- If an adult family member is declared permanently absent by the head of household, the notice must contain a certification by the head of household or spouse that the member (who may be the head of household) removed is permanently absent.
- The head of household must provide a statement that the head of household or spouse will notify the AHA if the removed member returns to the household for a period longer than the visitor period allowed in the lease.
- Families are not required to report any increases in income or assets until the annual examination, unless a new family member joins the household.

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)

- HUD established FMRs
- Individual and average rents paid by tenants by development and by bedroom size
- Market rental rates

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)
☒ Other (list below)

Within the range between 90% and 110% of the FMR.

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)

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

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

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

☒ Annually
☐ Other (list below)

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

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

- Availability of suitable vacant units below the payment standard
- Quality of units
- Size of units

(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 (Not required for high-performing PHAs)

[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)

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

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

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B. HUD Programs Under PHA Management

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

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

C. Management and Maintenance Policies

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

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

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures (Not required for high-performing PHAs)

[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.

A. Public Housing

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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:

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☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment A (file name ca092a01)

-or-

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

(2) Optional 5-Year Action Plan

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 C (file name ca092c01)

-or-

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

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

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

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition ☐ Disposition ☐
3. Application status (select one) Approved ☐ Submitted, pending approval ☐ Planned application ☐
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected: 6. Coverage of action (select one)

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Demolition/Disposition Activity Description
☐ Part of the development ☐ Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly ☐ Occupancy by families with disabilities ☐ Occupancy by only elderly families and families with disabilities ☐
3. Application status (select one) Approved; included in the PHA's Designation Plan ☐ Submitted, pending approval ☐

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Designation of Public Housing Activity Description
Planned application ☐
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)

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Designation of Public Housing Activity Description
5. If approved, will this designation constitute a (select one) ☐ New Designation Plan ☐ Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) ☐ Part of the development ☐ Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? ☐ Assessment underway ☐ Assessment results submitted to HUD ☐ Assessment results approved by HUD (if marked, proceed to next question) ☐ Other (explain below)
3. ☐ Yes ☐ 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

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Conversion of Public Housing Activity Description
status) ☐ Conversion Plan in development ☐ Conversion Plan submitted to HUD on: (DD/MM/YYYY) ☐ Conversion Plan approved by HUD on: (DD/MM/YYYY) ☐ Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) ☐ Units addressed in a pending or approved demolition application (date submitted or approved: ☐ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) ☐ Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) ☐ Requirements no longer applicable: vacancy rates are less than 10 percent ☐ Requirements no longer applicable: site now has less than 300 units ☐ Other: (describe below)

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

Note: See attachment at the end of the template file for Voluntary Conversion Initial Assessments data included in response to the requirements of Notice PIH 2001-26.

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

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component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: ☐ HOPE I ☐ 5(h) ☐ Turnkey III ☐ Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) ☐ Approved; included in the PHA's Homeownership Plan/Program ☐ Submitted, pending approval ☐ 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) ☐ Part of the development ☐ 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.)

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Note: In accordance with PIH Notice 2000-43, the AHA has included a Section 8 Homeownership Program Capacity Statement as an attachment at the end of the template file.

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

12. PHA Community Service and Self-sufficiency Programs (Not required for high-performing PHAs)

[24 CFR Part 903.7 9 (l)]

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

Note: As a high-performing PHA, the AHA is not required to provide details of the Family Self-Sufficiency (FSS) Program it administers on behalf of Section 8 Program participants. However, this is the most logical location in the plan to mention that the AHA is investigating the possibility of an FSS Program for Public Housing residents. If such a program is established, it will be designed in a manner consistent with the existing FSS Program, be passed by AHA Board of Commissioner resolution, and be documented in the AHA's Public Housing Admissions and Continued Occupancy Policy (PH ACOP).

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.)

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

(2) Family Self Sufficiency Program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2001 Estimate)	Actual Number of Participants (As of: 20/02/01)
Public Housing		
Section 8		

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

C. Welfare Benefit Reductions

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

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

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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.

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

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

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

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

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

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

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☐ 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.

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

Note: In accordance with PIH Notice 2000-43, a statement regarding the AHA's Pet Policy is provided as an attachment to this PHA Plan. The AHA's full policy for keeping pets and any criteria or standards pertaining to the policy is provided in the AHA's PH ACOP.

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 (Not required for high-performing PHAs)

[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.

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

2. What types of asset management activities will the PHA undertake? (select all that apply)

☐ Not applicable
☐ Private management
☐ Development-based accounting
☐ Comprehensive stock assessment
☐ Other: (list below)

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
☐ Attached at Attachment (File name)
☒ Provided below:

Throughout the year, the Regional Resident Council holds monthly meetings to provide a forum for residents. Resident input/comments are evaluated and referred, as appropriate, for consideration by AHA management. In addition to those regularly scheduled meetings, meetings, as detailed in the following table, were held with residents to inform them of the Agency Plan development process. Meetings included discussion of the Capital Fund budget and the PHA Plan and emphasized the importance of resident input on needed improvements as part of the process.

Meeting Date and Participants	Discussion/Action Item

March 22, 2003
AHA's Resident Advisory Board (RAB), Resident Commissioner, AHA Chief Operations Officer, and AHA Staff Members from Human Resources, Housing Programs, Resident Services, and Facilities/Asset Management
	- Open discussion by the Chief Operations Officer on:
	  - The AHA's fifteen (15) member Board of Commissioners.
	  - Introduction of the Board's Resident Commissioner.
	  - Identification of the AHA's seven jurisdictional areas, with explanation of the AHA being the largest PHA in the county.
	  - Introduction of the AHA's mission statement and the AHA's active involvement in housing development and establishing partnerships with the communities it serves to collaborate on acquiring additional housing.
	  - Mention of how the AHA has changed over the years and of new programs that were not administered previously, such as the Homeownership Program.
	  - The AHA's website, www.ahacv.org, and taking an opportunity to access the website, since it contains a wealth of information.
	  - The Agency Plan and the resident input/annual revision process. Notification that all suggestions will be evaluated and included, if determined appropriate.
	- Discussion by the Family Self-Sufficiency (FSS) Coordinator:
	  - On the FSS Program that enables participants to reach their own goals of self-sufficiency, with the head of household entering into a 5-year contract with the AHA. Individual training plans and escrow accounts are established; conditions must be met for participant to receive the money saved in the escrow account.

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Meeting Date and Participants	Discussion/Action Item
	- On the Homeownership Program and its link to the FSS Program. Explanation that once money is accrued in an individual's account and an individual meets the requirements, he/she is able to use the funds to purchase a home of their own. Participants still receive monthly housing assistance payments, but instead of the rental assistance applying towards the rent, it applies towards the mortgage payment. - On the IDEA Program, in which a participant can earn $3.00 for each $1.00 saved in their escrow account, for a maximum of $10,000. Those interested were encouraged to contact the FSS Coordinator for additional information. - Acknowledgement by the Chief Operations Officer that, at the current time, only Section 8 participants may enter into FSS contracts, but the mention of possible inclusion of Public Housing participants in the Program in the future. - The Resident Services Administrator spoke of: - How his department provides services for Public Housing residents. He named the agency's seven (7) Public Housing sites, saying it is a challenge, because the area served extends from Thousand Oaks to Ojai. - The great number of referrals provided by the Resident Services Department and the Regional Resident Council, comprised of residents from each development who meet monthly. Members from this council attend seminars and interface with others to discuss areas of concern. - The Resident Commissioner added to this, saying that Resident Services staff arranges trips for seniors and children. She spoke favorably about the outings, saying public housing residents are lucky to have such services and she complimented the AHA staff. - The Housing Programs Manager: - Spoke highly of the FSS Coordinator and her efforts to establish a close relationship with Homeownership Program clients, and assist clients by searching out needed information. - Spoke of the Section 8 Program, saying there are 2,490 participants under contract at the current time, and mentioning that the Section 8 Program is now open to new clients. Applications are available in various locations throughout the County and must be completed/returned by February 27th. - Addressed the issue of program integrity, explaining how the agency works closely with the District Attorney's office and takes all steps necessary to prevent fraud and waste, so that program resources are used judiciously. - Offered handouts of information to those involved in apartment or house hunting. The document provides tips on ways in which to make a positive first impression. [Note: One resident spoke with the Chief Operations Officer after the meeting adjourned, mentioning that the postcard inquiry, mailed to residents following in-home inspections, raised the issue of privacy. It was noted that a postcard is not really confidential, and could be read by others. The Chief Operations Officer felt she raised a valid point.]

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Meeting Date and Participants	Discussion/Action Item

November 20, 2002
AHA's Regional Resident Council, Housing Assets Manager, Manager of Human Resources & Resident Services, Resident Services Coordinator
	- Open discussion by the Housing Assets Manager on the Capital Fund Program, including information on the Capital Fund budget and Agency Plan development process.
	- Explanation of the importance of resident feedback and input on possible items for inclusion in the Capital Fund budget.
	- Description of projects scheduled for the beginning of 2003 for the AHA's public housing developments. Projects included:
	  - Ellis Terrace - trash area remodeling, laundry room enlargement, heater & lighting replacement.
	  - Whispering Oaks - lighting upgrade in parking area, termite extermination, pressure washing of building exterior, neighborhood signs.
	  - Roth Apartments - car port refurbishing.
	  - Leggett Court - neighborhood signs.
	  - Florence Janss & Whispering Oaks - entry door replacement.
	- Manager of Human Resources & Resident Services and the Coordinator of Resident Services presented the Memorandum of Agreement (MOA) and the council bylaws for review. The MOA, effective February 1, 2003, formalizes the partnership between the Council and the AHA, highlights and defines the role of the Council, and identifies activities for resident participation funding.

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

☒ Considered comments, but determined that no changes to the PHA Plan were necessary.

☐ The PHA changed portions of the PHA Plan in response to comments
List changes below:

☐ Other: (list below)

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

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

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

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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: **County of Ventura**

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

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

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Ventura County Priority Need (as identified in the May 2000 Consolidated Plan)	
For Affordable Housing:	**Area Housing Authority Relevant Activity in the Coming Year:**
Retain housing stock through the provision of home rehabilitation grants/loans for extremely-low, very-low and low-income homeowners	NA
Encourage improvement of substandard housing stock through the code enforcement program	Administer the Capital Fund Program elements related to maintenance and modernization of the AHA's public housing developments to ensure safe and decent housing.
Retain and/or expand affordable housing stock for renters and owners through acquisition or acquisition and rehabilitation	Proceed with purchase/sale agreement to be signed in 2003 for the Palm Motel (aka Palm Gardens) in Piru. Purchase price is $475,000 for a 15-unit motel that had been illegally converted by previous owner. $195,000 rehabilitation cost utilizing HOME funds will provide seven 1-bedroom, seven 2-bedroom, and one 3-bedroom efficiencies. Estimated start date of rehabilitation is summer of 2003. In FY2002, two properties in Ojai were acquired. The first consists of five 2-bedroom, 2-bath units and the second consists of ten 2-bedroom, 1-bath apartments.
Expand available affordable housing stock for renters and owners through new construction and/or related infrastructure	NA
Facilitate the availability of affordable rental units for extremely-low and low-income households (Section 8, etc)	Continue the coordination with Many Mansions on the AHA's Section 8 Project-Based Assistance Program; seek to identify additional properties to implement the program. Continue the operation/administration of the Public Housing and Section 8 Programs; apply for additional Section 8 vouchers should funding become available.
Increase the potential for homeownership among first-time and/or low-income homebuyers	Continue to implement and expand, if possible, the AHA's Section 8 Homeownership Program in conjunction with Cabrillo Economic Development Corporation (CEDC). Continue to administer and expand the AHA's Family Self-Sufficiency Program.
Develop a variety of supportive housing options for special needs populations	Continue ownership, property management, and maintenance services for Las Posadas in Camarillo, which provides 30 single room occupancy (SRO) units for mentally ill persons with 24-hour care. The facility, which was dedicated in March 1996, includes two large duplexes and a community building, providing a safe, secure environment and sanitary housing for residents. The Ventura County Behavioral Health Department provides clinical services to the residents. Continue the collaboration between the AHA and Villa Calleguas, Inc. for a facility with 23 one-bedroom units for independently living, mentally ill individuals. This facility, called Villa Calleguas Apartments, was funded through HUD Section 811 and Ventura County HOME funds, with additional financial assistance from the AHA. The groundbreaking ceremony was held in October 1999 and the facility was dedicated in August 2000. (Villa Calleguas Inc. is the project owner and the AHA

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Ventura County Priority Need (as identified in the May 2000 Consolidated Plan)	
	provides property management services.)

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Ventura County Priority Need (as identified in the May 2000 Consolidated Plan)	
For Homeless Population:	**Area Housing Authority Relevant Activity in the Coming Year:**
• Assist homeless individuals/families to obtain emergency food • Assist homeless individuals/families to obtain emergency shelter • Assist homeless individuals/families to obtain transitional housing with intent of securing permanent housing • Assist homeless individuals/families (receiving emergency shelter services) to obtain job counseling to secure employment • Assist homeless individuals/families who are at risk of becoming homeless • Support the development of transitional housing for homeless individuals and families • Provide outreach, information and referral services to homeless individuals and families • Provide emergency shelter for homeless mentally ill persons	• Administer the Section 8 Homeless Voucher Program. • Continue the system of Section 8 local preferences which includes a preference for those with substandard housing, including homeless individuals and families.
For Community and Economic Development:	**Area Housing Authority Relevant Activity in the Coming Year:**
Acquire, construct, rehabilitate public facilities for the support of low-income individuals and families where a need has been determined	NA
Support the improvement or installation of infrastructure in areas where there is a need due to health and safety or due to the development of affordable housing	NA
Remove architectural barriers to improve handicapped accessibility	Administer the Capital Fund Program elements related to Americans with Disabilities (ADA) upgrades and improvements at the AHA's public housing developments.
Enhance economic development (non-homeless programs). Business assistance through commercial rehabilitation, non-residential historic preservation, neighborhood revitalization, revolving loan funds for micro-enterprises	NA
For Public Service:	**Area Housing Authority Relevant Activity in the Coming Year:**
Provide support services for youths	Apply for CDBG funding from the County to facilitate enhanced/new resident services. Continue anti-crime and anti-drug programs as applicable within the public housing operating fund account.
Provide support services for seniors	Apply for CDBG funding from the County to facilitate enhanced/new resident services.

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Ventura County Priority Need (as identified in the May 2000 Consolidated Plan)	
Provide support services for seniors (cont)	Effectively administer Resident Opportunities and Self-Sufficiency (ROSS) grant funding to provide wellness programs, health screening clinics, safety and anti-fraud presentations, transportation services, and senior resources information for seniors.
Provide support services for low-income persons	Apply for CDBG funding from the County to facilitate enhanced/new resident services. Continue to promote and encourage resident participation in the AHA's Family Self-Sufficiency (FSS) Program. Established in 1993, the AHA's FSS Program is a volunteer program designed to help low-income families achieve economic self-sufficiency through education and job training.

☐ Other: (list below)

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

1. Consolidated Plan jurisdiction: **City of Thousand Oaks**

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

☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Five-Year Consolidated Plan FY2000/01 through FY2004/05; Southern California Association of Governments (SCAG) Housing Need Data; the Housing Element, Thousand Oaks General Plan, 1997 Update; and the U.S. Census data CHAS dataset.

☒ 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)

Thousand Oaks Housing Priority (as identified in the FY2000/01 through FY2004/05 Consolidated Plan)	Area Housing Authority Relevant Activity in the Coming Year
Affordable Housing: Maintain existing units and provide for additional affordable housing units	Continue the coordination with Many Mansions on the AHA's Section 8 Project-Based Assistance Program; seek to identify additional properties to implement the program. Continue to coordinate with local owners and organizations to preserve affordable housing.

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Thousand Oaks Housing Priority (as identified in the FY2000/01 through FY2004/05 Consolidated Plan)	Area Housing Authority Relevant Activity in the Coming Year
	Continue the operation/administration of the Public Housing and Section 8 Programs; apply for additional Section 8 vouchers should funding become available.
Preserve Low-Income Rental Units: Preserve low-income rental units through working with property owners, non-profit groups, and/or other interested parties to prevent conversion of existing low-income units	Administer the Capital Fund Program elements related to maintenance and modernization of the AHA's public housing developments.
Facilitate Apartment Acquisition for Rehabilitation and Conversion to Affordable Rental Housing: Facilitate participation of non-profits, certified CHDOs, and the Area Housing Authority to purchase existing apartment buildings for rehabilitation and conversion into long-term affordable rental housing	Continue to identify opportunities to rehabilitate and convert existing housing to affordable rental housing, such as Los Arboles, Glen Oaks, and Royal Oaks, all accomplished in the past 5 years.
Allocate Funding to Assist Development of Affordable Units: Allocate Redevelopment Agency funds to assist with the development of additional affordable housing opportunities for extremely low, low, moderate, and middle-income households, including homeless and special needs households	Collaborative efforts among the AHA, the City of Thousand Oaks, and the State of California resulted in the construction, completion, and dedication of "Sunset Villas" on January 9, 2003. The $1.8 million project's construction began in April 2002 with a completion date of March 1, 2003. The complex provides new, attractive, 2-bedroom units for low- and very-low incomes families. Continue the process to develop "Oak Creek Villas," a 57-unit senior project. The AHA successfully competed for and was awarded the $10.2M showcase property development project from among six other competitors. The estimated start date of construction is second quarter of 2003.
Housing Rehabilitation: Implement Housing Rehabilitation program to assist property owners with repair and maintenance of their housing units Provide financial assistance to private developers and non-profit groups through rehabilitation of single and multi-family structures	Administer the Capital Fund Program elements related to maintenance and modernization of the AHA's public housing developments.
Provide Fair Housing Activities: Provide Fair Housing information, counseling, and outreach activities to ensure equal housing opportunities for residents and to prevent discrimination against persons seeking to purchase or rent in the City	Continue to adhere to the AHA's fair housing practices; provide fair housing referral services to residents as appropriate.
Provide Housing Inspections for Resale Units: Provide housing inspections for resale housing to encourage maintenance of the existing housing stock	NA
Provide Lead-Based Paint Testing: Provide lead-based paint (LBP) testing in homes participating in the Housing Rehabilitation program including structures built prior to 1978 where children under 7 years of age are living	Continue participation in joint efforts with all political jurisdictions to alleviate/eradicate lead-based paint.

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Thousand Oaks Housing Priority (as identified in the FY2000/01 through FY2004/05 Consolidated Plan)	Area Housing Authority Relevant Activity in the Coming Year
Provide Housing Opportunities for Disabled Persons: Provide housing opportunities for the Physically, Mentally, or Developmentally Disabled including persons living with HIV/AIDS	Continue the collaboration between the AHA and Villa Calleguas, Inc. for a facility with 23 one-bedroom units for independently living, mentally ill individuals. This facility, called Villa Calleguas Apartments, was funded through HUD Section 811 and Ventura County HOME funds, with additional financial assistance from the AHA. The groundbreaking ceremony was held in October 1999 and the facility was dedicated in August 2000. (Villa Calleguas Inc. is the project owner and the AHA provides property management services.) Continue ownership, property management, and maintenance services for Las Posadas, which provides 30 single room occupancy (SRO) units for mentally ill persons with 24-hour care. The facility, which was dedicated in March 1996, includes two large duplexes and a community building, providing a safe, secure environment and sanitary housing for residents. The Ventura County Behavioral Health Department provides clinical services to the residents.
Assist Elderly and Disabled Households through Housing Assistance Program: Assist senior and disabled households with annual payments that help pay utility costs	Continue the operation/administration of the Public Housing and Section 8 Programs; apply for additional Section 8 vouchers should funding become available.
Provide Special Needs Housing: Provide supportive and transitional housing opportunities for the homeless and those at-risk, those recovering from substance addiction, single-parent families and other special needs groups	Continue to adhere to the AHA's fair housing practices; provide fair housing referral services to residents as appropriate. Administer the ROSS Grant for wellness programs, health screening clinics, and fire safety, anti-fraud, and senior resource presentations and instruction at the AHA's elderly public housing development of Florence Janss. Continue ownership, property management, and maintenance services for Las Posadas, which provides 30 single room occupancy (SRO) units for mentally ill persons with 24-hour care. The facility, which was dedicated in March 1996, includes two large duplexes and a community building, providing a safe, secure environment and sanitary housing for residents. The Ventura County Behavioral Health Department provides clinical services to the residents. See previous description for Villa Calleguas project. Continue anti-crime and anti-drug programs as applicable within the public housing operating fund account.
Provide support services through non-profit groups for elderly persons	Apply for CDBG funding from the City to facilitate enhanced/new resident services. Administer the ROSS Grant for wellness programs, health screening clinics, and fire safety, anti-fraud, and senior resource presentations and instruction at the AHA's elderly public housing development of Florence Janss.
Provide support services through non-profit groups for children and youth, particularly at-risk youth	Apply for CDBG funding from the City to facilitate enhanced/new resident services.

Thousand Oaks Housing Priority (as identified in the FY2000/01 through FY2004/05 Consolidated Plan)	Area Housing Authority Relevant Activity in the Coming Year
	Continue to administer the Public Housing Drug Elimination Program (PHDEP) with its educational and supportive services for residents of the AHA's family developments of Leggett Court and Fiore Gardens.
Support development of additional child care facility (Newbury Park) especially for infants and toddlers	NA
Provide supportive services through non-profit groups for individuals and families in crises	Continue local preferences for Involuntarily Displaced (includes victims of domestic violence), Substandard Housing (includes homeless designation), Disability, Veteran/Active Serviceperson, CalWORKS Program Participant, Preference to Enable Assisted Living Housing, or Program Transferal Preference

☐ Other: (list below)

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

1. Consolidated Plan jurisdiction: **City of Camarillo**

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

☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Southern California Association of Governments (SCAG) Housing Need Data, and the U.S. Census data CHAS dataset.
☒ 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)

Camarillo Priority (as identified in the 1999-2000 Action Plan [City of Camarillo Consolidated Plan])	Area Housing Authority Relevant Activity in the Coming Year
Provide assistance to the homeless	Administer the Section 8 Homeless Voucher Program.
Provide assistance to Camarillo residents, including senior citizens, youth, and families	Completed "Resident Service Application" and applied for CDBG funding from the City for enhanced/new resident services. Continue the operation/administration of Public Housing in Camarillo (Ellis Terrace).

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Camarillo Priority (as identified in the 1999-2000 Action Plan [City of Camarillo Consolidated Plan])	Area Housing Authority Relevant Activity in the Coming Year
	Continue the operation/administration of the Section 8 Program, including the AHA-owned Raemere duplex in Camarillo. Apply for additional Section 8 vouchers should funding become available.
Provide affordable housing opportunities	Continue the operation/administration of the Public Housing and Section 8 Programs; apply for additional Section 8 vouchers should funding become available.
Provide fair housing assistance	Continue to adhere to the AHA's fair housing practices; provide fair housing referral services to residents as appropriate.
Provide economic development incentives for the Ventura Blvd. "Old Town" area	NA

☐ Other: (list below)

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

1. Consolidated Plan jurisdiction: **City of Simi Valley**

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

☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the U.S. Census data CHAS dataset.
☒ 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)

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Simi Valley Priority Housing Needs (as identified in the 2000 - 2005 Consolidated Plan)	Area Housing Authority Relevant Activity in the Coming Year
Maintain the City's existing housing stock and continue to provide housing rehabilitation opportunities to qualified households. Continue efforts to further fair housing. Continue to contract for fair housing counseling services, update and implement the City's Analysis of Impediments Study (AI). Track AI performance.	Continue the operation/administration of the Section 8 Program; apply for additional Section 8 vouchers should funding become available. Continue to adhere to the AHA's fair housing practices; provide fair housing referral services to residents as appropriate.
Continue to provide housing assistance to seniors.	Continue the operation/administration of the Section 8 Program; apply for additional Section 8 vouchers should funding become available.
Increase affordable housing options.	Continue the investigative process into the "Madera Road Property." Project is in the developmental stage (tax credit and bond development) with expectation of building 96 to 100 units for seniors. Proceed with acquisition project for "Peppertree Apartments" consisting of two 1-bedroom, eight 2-bedroom, and two 3-bedroom units. Purchase date was January 2003; price was $1,180,000. Estimated rehabilitation cost in first year is $36,000. Continue the operation/administration of the Section 8 Program; apply for additional Section 8 vouchers should funding become available.
Assist the homeless.	Continue to administer the Section 8 Homeless Voucher Program.

☐ 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.

19. Definition of "Substantial Deviation" and Significant Amendment or Modification"

[24 CFR Part 903.7 (r)]

A "**substantial deviation**" from the AHA's 5-Year Plan is defined as:

- A change to the AHA's overall mission, or
- A complete change or abandonment of the AHA's identified goals that significantly affect services to residents.

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A "substantial deviation" does not relate to meeting identified objectives or delays in implementation of an objective due to the AHA's business needs, emergencies, or circumstances beyond the AHA's control.

A "**significant amendment or modification**" to the AHA's 5-Year Plan and Annual Plan is defined as:

- A significant change to the AHA's strategies for meeting the housing needs of families in its jurisdictions, or
- A significant change in the planned use of financial resources.

A "significant amendment or modification" does not relate to identified goals/objectives that are later refined through coordination with the local jurisdictions, city/county planning departments, or local jurisdictions' Consolidated Plan proposals/programs.

Attachments

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

A. FY2003 Capital Fund Program Annual Statement (file name ca092a01)
B. Performance and Evaluation Reports (file name ca092b01)
C. FY2003 Capital Fund Program 5-Year Action Plan (file name ca092c01)

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PHA Plan
Table Library

(See Attachment A [file name ca092a01] for the AHA's FY2003 Capital Fund Program Annual Statement)

Component 7
Capital Fund Program Annual Statement
Parts I, II, and II

Annual Statement
Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number FFY of Grant Approval: (MM/YYYY)

☐ Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	**Amount of Annual Grant (Sum of lines 2-19)**	
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	
24	Amount of line 20 Related to Energy Conservation	

	Measures	

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

Annual Statement
Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

(See Attachment C [file name ca092c01] for the AHA's FY2003 Capital Fund Program 5-Year Action Plan)

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

Optional 5-Year Action Plan Tables			
Development Number	**Development Name (or indicate PHA wide)**	**Number Vacant Units**	**% Vacancies in Development**

Description of Needed Physical Improvements or Management Improvements	**Estimated Cost**	**Planned Start Date (HA Fiscal Year)**
Total estimated cost over next 5 years		

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		**Activity Description**						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III *Component 7a*	Development Activities *Component 7b*	Demolition / disposition *Component 8*	Designated housing *Component 9*	Conversion *Component 10*	Home-ownership *Component 11a*	Other (describe) *Component 17*

Deconcentration and Income Mixing
(in response to requirements of Notice PIH 2001-4)

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:

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)]

Admissions Policy for Deconcentration
(in response to requirements of FR-4420-F-10 and FR-4677-P-01)

Note: Detailed information on the Deconcentration Policy is provided in the AHA's Public Housing Admissions and Continued Occupancy Policy (PH ACOP).

Gross Annual Income is used for income limits at admission and for income-mixing purposes. The AHA will gather data and analyze, at least annually, the tenant characteristics of its public housing stock, including information regarding tenant incomes, to assist in the AHA's deconcentration efforts. The AHA will use the gathered tenant incomes information in its assessment of its public housing developments to determine the appropriate designation to be assigned to the project for the purpose of assisting the AHA in its deconcentration goals.

The AHA's deconcentration and income-mixing goal, in conjunction with the requirement to target at least 40% of new admissions to public housing in each fiscal year to "extremely low-income families," will be to admit families above the AHA's Established Income Range (EIR) to developments below the EIR, and families below the AHA's EIR to developments above the EIR. Deconcentration applies to transfer families as well as applicant families.

The AHA has covered developments subject to the deconcentration requirement. These covered developments are the AHA's family developments.

Annually, the AHA will determine on an annual basis the average income of all families residing in general occupancy developments. The AHA will then determine the average income of all families residing in each general occupancy development. The AHA will then determine whether each general occupancy development falls above, within or below the Established Income Range (EIR).

The EIR is 85% to 115% (inclusive of 85% and 115%) of the AHA-wide average income for general occupancy/family developments. The AHA will then determine whether or not developments outside the EIR are consistent with local goals and strategies in the PHA Plan. The AHA may explain or justify the income profile for these developments as being consistent with and furthering two sets of goals:

1. Goals of deconcentration of poverty and income mixing (bringing higher income families into lower income developments and vice versa); and
2. Local goals and strategies contained in the PHA Plan.

If, at annual review, there are found to be developments with average incomes above or below the EIR, and where the income profile for a general occupancy development above or below the EIR is not explained or justified in the PHA Plan, the AHA shall list these covered developments in the PHA Annual Plan. The AHA shall adhere to the following policies for deconcentration of poverty and income mixing in applicable developments.

Skipping a family on the waiting list to reach another family in an effort to further the goals of the AHA's deconcentration policy:

- If a unit becomes available at a development below the EIR, the first eligible family on the waiting list with income above the EIR will be offered the unit. If that family refuses the unit, the next eligible family on the waiting list with income above the EIR will be offered the unit. The process will continue in this order. For the available unit at the development below the EIR, if there is no family on the waiting list with income above the EIR, or no family with income above the EIR accepts the offer, then the unit will be offered to the first eligible family on the waiting list in preference order regardless of income.
- If a unit becomes available at a development above the EIR, the first eligible family on the waiting list with income below the EIR will be offered the unit. If that family refuses the unit, the next eligible family on the waiting list with income below the EIR will be offered the unit. The process will continue in this order. For the available unit at the development above the EIR, if there is no family on the waiting list with income below the EIR, or no family with income below the EIR accepts the offer, then the unit will be offered to the first eligible family on the waiting list in preference order regardless of income.
- Skipping of families for deconcentration purposes will be applied uniformly to all families.
- A family has the sole discretion whether to accept an offer of a unit made under the AHA's deconcentration policy. The AHA shall not take any adverse action toward any eligible family for choosing not to accept an offer of a unit under the AHA's deconcentration policy. However, the AHA shall uniformly limit the number of offers received by applicants, described in this Chapter.

The AHA may offer the following incentives to families with incomes above the EIR willing to move into a development with average income below the EIR and/or to families with incomes below the EIR willing to move into a development with average income above the EIR:

- AHA may pay for the installation of cable television; and/or
- AHA may pay for the installation of telephone service; and/or
- AHA may pay for utilities hookup.

Voluntary Conversion Initial Assessments
(in response to requirements of Notice PIH 2001-26)

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

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)? Three

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

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

Development Name	Number of Units
Leggett Court	48
Fiore Gardens	49
Roth Apartments	34
Ellis Terrace	26

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

Additional Comments: The AHA's required initial assessment was conducted and submitted to HUD in September 2001. The AHA reviewed the previously mentioned developments operations and considered the implications of converting the public housing to tenant-based assistance. The AHA concluded that a conversion would not be more expensive than continuing to operate the development as public housing. The AHA further concluded that such a conversion would benefit residents of these developments and would not adversely affect the availability of affordability in the communities in which the developments are located.

Data relative to the market value of the AHA's public housing developments is available upon request from the Chief Operations Officer.

Section 8 Homeownership Program
Capacity Statement

In accordance with Notice PIH 2000-43, Paragraph III.B.4, the following information provides the AHA's capacity statement regarding the establishment of a Section 8 Homeownership Program.

Note
Detailed policies and requirements related to the Section 8 Homeownership Program are provided in the AHA's Administrative Plan.

The AHA has the capacity to operate a successful Section 8 Homeownership Program by fulfilling the following requirements as identified at 24 CFR 982.625:

A mortgage under the AHA's Section 8 Homeownership Program will be either:

- FHA-insured or
- Comply with generally accepted mortgage underwriting standards consistent with those of HUD/FHA, Ginnie Mae, Fannie Mae, Freddie Mac, California Housing Finance Agency (CHFA), USDA Rural Housing Services, the Federal Home Loan Bank, or other private lending institutions.

In addition to satisfying the requirements at 982.625, the AHA can further demonstrate a capacity to operate a Section 8 Homeownership Program through its partnership and Memo of Understanding (MOU) with Cabrillo Economic Development Corporation (CEDC) to provide Section 8 homeownership counseling, training, and financial assistance.

CEDC is experienced in serving the ownership needs of culturally diverse, low-income homebuyers. CEDC is part of the Neighborhood Reinvestment's Campaign for Home Ownership and is certified by Neighborhood Reinvestment in the NeighborWorks® Full-Cycle Lending process. In 2001, CEDC opened the NeighborWorks® Homeownership Center of Ventura County in a location adjacent to their main offices in Saticoy, CA. (This is part of CEDC's funding request to Neighborhood Reinvestment Corporation to finance a 3-year, countywide collaborative effort involving PHA Section 8 staff, CEDC homeownership counselors, selected lenders, and credit agencies.)

Areas of responsibility between the AHA and CEDC are established to ensure program efficiency and effectiveness. Highlights of the MOU agreements include provisions to:

1. Commit to the fundamentals of maintaining a collaborative process, setting high program standards, and obtaining qualitative results. Develop, implement, and maintain collaborative relationships, which benefit AHA Section 8 clients who desire to become

homeowners, and identify tenant needs, concerns, and issues related to the homebuyer process.

2. Acknowledge and respect the cultural diversity of tenants to be assisted in the Homeownership Program process. Provide personal attention to accommodate various levels of education among clients.
3. Observe client privacy rights in all practices and procedures.
4. Participate in developing an outreach plan; conduct outreach and marketing of the Homebuyer Program to the intended population.
5. Organize regular orientation sessions and initial evaluation services to potential clients.
6. Educate tenants with a curriculum that meets the standards of HUD 24 CFR parts 5.903 and 982, Section 8 Homeownership Program.
7. Provide family assistance, as needed, in preparing families for homeownership.
8. Provide each client with a pre-qualified interview to determine appropriate education sessions and subsequent counseling sessions.
9. Enroll clients into “Fastrack” workshops or “Homebuyers Clubs” as appropriate.
10. Support the client in gaining the skills and information to choose an appropriate Realtor, Lender, Appraiser, financing options, Insurance Partner and Home Inspector.
11. Provide first mortgage financing assistance for Section 8 transactions to homeownership applicants.
12. Provide escrow services on a case-by-case basis as mutually deemed necessary or appropriate.
13. Offer “Post Purchase” counseling to include information regarding “Predatory Lending,” maintaining good credit standards, the importance of home maintenance and repair, household budgeting, and foreclosure prevention.
14. Establish “production targets” for the number of families recruited, number of families completing Homebuyer Education, and number of families buying a home, through agreement with the AHA.
15. Collaborate with all community-based organizations involved with the homeownership program.
16. Participate in any studies or conferences considered necessary or meet with the Neighborhood Reinvestment Corporation or with HUD.

Pet Policy

In accordance with Notice PIH 2000-43, Paragraph 7, the following information provides the AHA's statement on its pet policy for public housing.

The AHA has established a policy on the keeping of pets in public housing units. The full policy is contained in the AHA's Admissions and Continued Occupancy Policy for the Public Housing Program (PH ACOP). The following information is a summary of the key elements of that policy.

- Nothing in the policy or the dwelling lease limits or impairs the right of persons with disabilities to own animals that are used to assist them.
- All pets must be approved in advance by the AHA management and the pet owner must enter into a Pet Agreement with the AHA. Pets must be registered with the AHA before they are brought onto the premises. Registration must be renewed and will be coordinated with the annual recertification date and proof of license and inoculation will be submitted at least 30 days prior to annual reexamination.
- No types of pets other than the following may be kept by a resident. Restrictions on the number of pets and other requirements are included in the PH ACOP.
  - Dogs
  - Cats
  - Birds
  - Fish
  - Rodents
  - Turtles
- Residents are prohibited from feeding or harboring stray animals.
- Tenants with animals must pay a pet deposit in the amount specified in the lease addendum.
- All reasonable expenses incurred by the AHA as a result of damages directly attributable to the presence of the pet in the project will be the responsibility of the resident.
- A separate pet waste removal charge will be assessed against the resident for removal of a pet's defecation, inside or outside the unit, when the resident fails to properly dispose of such waste.
- Pets must be maintained within the resident's unit. When outside of the unit (within the building or on the grounds) dogs and cats must be kept on a leash/harness and under the control of the resident or other responsible individual at all times.
- Pets are not permitted in common areas including lobbies, community rooms and laundry areas except for those common areas which are entrances to and exits from the building.

- Residents/pet owners are not permitted to exercise pets or permit pets to deposit waste on project premises outside of the areas designated for such purposes.
- Pet owners must agree to control the noise of pets so that such noise does not constitute a nuisance to other residents or interrupt their peaceful enjoyment of their housing unit or premises.
- No pet (excluding fish) shall be left unattended in any apartment for extended periods of time.
- Additional policy requirements relate to:

  ③ The identification of responsible parties for the care of the pet
  ③ Inspections
  ③ Pet rule violation notice
  ③ Notice for pet removal in cases of policy violation
  ③ Termination of tenancy for failure to remove the pet or correct a pet rule violation
  ③ Pet removal in cases of owner death or incapacity
  ③ Emergency situations

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

In accordance with Notice PIH 2000-43, Paragraph 8, the following information provides a progress report for 2002 for the mission and goals identified in the AHA's 5-Year Plan for Fiscal Years 2000 to 2004.

PHA Goal: Expand the supply of assisted housing for families in low-income ranges.

- Collaborative efforts among the AHA, the City of Thousand Oaks, and the State of California resulted in the construction, completion, and dedication of "Sunset Villas" on January 9, 2003. The $1.8 million project's construction began in April 2002 with a completion date of March 1, 2003. The complex provides new, attractive, 2-bedroom units for low- and very-low incomes families.
- Several properties were considered for acquisition by the AHA. Opportunities investigated included 15 acres of vacant land in Ojai and two properties in Fillmore.
- As part of an additional acquisition effort, the AHA surveyed all apartments in Simi Valley. Letters of interest were sent to all apartment owners. Approximately 40+ complexes were approached.
- The AHA's development activities include the Lewis Road Reclaimed Water Installation. The installation would free up potable water allocations for development of 11 acres of leased land from the County of Ventura.
- Two properties is Ojai were successfully acquired. The first, on Grand Avenue, consists of five 2-bedroom, 2-bath units and was purchased in August 2001 for $575,000. The second, on Summer Avenue, consists of ten 2-bedroom, 1-bath apartments and was purchased for $1,150,000.
- Continue the investigative process into the "Madera Road Property" in Simi Valley. Project is in the developmental stage (tax credit and bond development) with expectation of building 96 to 100 units for seniors.
- Continue the process to develop "Oak Creek Villas," a 57-unit senior project. The AHA successfully competed for and was awarded the $10.2M showcase property development project from among six other competitors. The estimated start date of construction is second quarter of 2003.
- The AHA will proceed with the purchase/sale agreement to be signed in 2003 for the Palm Motel (aka Palm Gardens) in Piru. The purchase price is $475,000 for a 15-unit motel that had been illegally converted by previous owner. HOME funds will cover the $195,000 rehabilitation cost, providing seven 1-bedroom, seven 2-bedroom, and one 3-bedroom efficiencies. The estimated start date of rehabilitation is summer of 2003.
- In January 2003, the AHA purchased "Peppertree Apartments" in Simi Valley for $1,180,000. The apartments consist of two 1-bedroom, eight 2-bedroom, and two 3-bedroom units. The estimated rehabilitation cost in first year is $36,000.

- Continue to research the availability of land that might be suitable for the development of affordable housing.

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

- The AHA continued to successfully administer grant funding for:
  - ③ The Resident Opportunity and Self-Sufficiency (ROSS) Program for FY 2000 to provide three years of wellness programs, health screening clinics, safety and anti-fraud presentations, transportation services, and resource information/referrals for seniors at the Florence Janss, Tafoya Terrace, and Whispering Oaks developments.

PHA Goal: Increase assisted housing choices.

- Successful implementation and ongoing support of efforts to:
  - ③ Provide opportunities and assistance to people in need of affordable housing through partnerships with local organizations and jurisdictions,
  - ③ Expand the supply of assisted housing for families in low-income ranges,
  - ③ Increase housing and economic opportunities, and
  - ③ Preserve existing housing.
- The AHA has successfully coordinated with Many Mansions to establish project-based assistance on 53 units in four complexes throughout the City of Thousand Oaks.
- In FY2002, the AHA also completed negotiations with private owners to establish a project-based assistance program for 40 units in the City of Thousand Oaks called "Arroyo Villas." Units are fully occupied.
- To further serve its communities and families, the AHA continues to promote its Section 8 Homeownership Program within its jurisdictional areas. Selected families are offered the opportunity to convert their Section 8 tenant-based rental assistance into homeownership. To accomplish that goal, the AHA partnered with Cabrillo Economic Development Corporation (CEDC) to provide Section 8 homeownership counseling, training, and financial assistance.
- Where practicable, the AHA continues to seek additional project-based units.

PHA Goal: Improve community quality of life and economic vitality.

- The AHA completed and submitted several grant applications for CDBG funding from the County of Ventura, the City of Thousand Oaks, and the City of Camarillo. Grants would be used to establish or enhance services for residents.
- On-going implementation of structural modifications/upgrades, management improvements, and maintenance of public housing developments through the Capital Fund program.

PHA Goal: Enhance the marketability and perception of both public housing and the AHA.

- To promote positive public relations for the AHA and enhance program awareness, public presentations were made by the Executive Director on affordable housing issues.
- AHA directors and managers continue to be actively involved with community issues and participate in affordable-housing planning and related organizations. Examples include:

  ③ The AHA's Executive Director serves or served as:

  - Elected chair for the Affordable Housing Agency.
  - Chair of the Conejo/Las Virgenes Future Foundation Affordable Housing Committee.
  - Chair of the Community Budget Task Force.
  - Member of the Camarillo Economic Development Committee.
  - Vice chair of the California Housing Authorities Association.
  - Participant on the Simi Valley Homeless Committee.
  - Member of the Thousand Oaks Housing Task Force.

  ③ The AHA's Chief Operations Officer serves as:

  - President of the Colina Vista Board of Directors.
  - President of Partners in Housing.
  - President of Villa Calleguas, Inc.
  - Member of the Ventura County Workforce Investment Board Youth Council.
  - Member of NAHRO.
  - Member of the Apartment Association of the San Fernando Valley and Ventura County.

  ③ The AHA's Development Director serves as:

  - Member of HOME (Housing Opportunities Made Easier).
  - Board Member of Partners in Housing.
  - Member of the National Professional Development Committee (NAHRO).
  - Member of the Subcommittee for Simi Valley Affordable Housing.
  - Member of the Thousand Oaks Community Funding Allocation Committee.

  ③ The AHA's Special Projects Manager serves as:

  - Secretary/Chief Financial Officer of Colina Vista.
  - Secretary/Chief Financial Officer of Partners In Housing.
  - Secretary/Chief Financial Officer of Villa Calleguas, Inc.

PHA Goal: Implement procedures to enhance ability to serve clients.

- Despite funding and regulation obstacles, the AHA adapted to changes and continued to address issues needed to attain its own goals in one of the highest-cost counties in the state. Administrative reassignments were made to streamline processes and reallocate certain talents and abilities. As a result:

  ③ Section 8 occupancy rate improved to 98.15%.

- ③ Continued coordination with the District Attorney's office and the Ventura County Sheriff's Department resulted in reduced costs and manpower assistance for background checks for the AHA's applicants and program participants.

- ③ The business succession/recovery plan implemented in FY2002 is being refined/revised to ensure continued, smooth AHA operation in the event of personal tragedies or disasters. On-going efforts include agency policies and procedures for all key positions, including a Business Disaster Recovery Plan and Organizational Directives and Emergency Procedure Plan for each department.

General PHA Goal that spans several specific subjects:

- All goals that were identified as efforts to be continued in 2002 (for example, collaboration with jurisdictional areas to provide additional funding sources, application for and continued administration of grant funding, implementation and improvement of preventative maintenance plan for public housing, etc) were successfully maintained.

Resident Membership of the AHA Governing Board

Name:	Vina Milburn
Title:	Tenant Commissioner Representative
Method of Selection:	Appointed by AHA Board of Commissioners
Term of Appointment:	Three years

Membership of the Resident Advisory Board

Vina June Milburn
Marlene Jolicoeur
Veronica Martain-Haverbeck
Mary Lamm
Jo Ann Morrell
Cindy Sloan
Sheila Figueroa
Jane Ann Parkinson
Sandra Lopez
Tasha Weems

Statement on Section 8
Project-Based Vouchers

In accordance with Notice PIH 2001-4, Section C, the following information provides the AHA's statement on project-based vouchers.

Note
Detailed information on the Project-Based Assistance Program is provided in the AHA's Public Housing Admissions and Continued Occupancy Policy (PH ACOP).

The AHA intends to project base approximately 500 Section 8 units. The units may be located throughout the Housing Authority's jurisdictional area, which includes the cities of Camarillo, Fillmore, Moorpark, Ojai, Simi Valley, Thousand Oaks, and the unincorporated area of the County of Ventura.

Project-basing of the Section 8 assistance, rather than tenant-basing of the same amount of assistance, is an appropriate option for the Area Housing Authority because the supply of units for tenant-based assistance is very limited throughout Ventura County. Project-basing is needed to assure the availability of affordable units during this time of critical shortage of affordable housing in the AHA's jurisdictional area for a period of years as permitted by regulation.

Project-basing of Section 8 assistance is consistent with the AHA's Agency Plan mission and goals, especially:

- Providing opportunities and assistance to people in need of affordable housing through partnerships;
- Expanding the supply of assisted housing for families in low-income ranges;
- Increasing assisted housing choices; and
- Preserving existing housing.

All new project-based assistance agreements or HAP contracts created by the AHA will be for census tracts within the AHA's jurisdictional area, which have poverty rates of less than 20 percent.

Recent Program Progress:

In FY2002, the AHA successfully coordinated with Many Mansions to establish project-based assistance on 53 units in four complexes throughout the City of Thousand Oaks.

In FY2002, the AHA also completed negotiations with private owners to establish a project-based assistance program for 40 units in the City of Thousand Oaks called "Arroyo Villas."

Units are fully occupied. Where practicable, the AHA will continue to seek additional project based units.

Resident Assessment Sub-System (RASS)
Follow-Up Plan

In accordance with the Department of Housing and Urban Development's (HUD's) Public Housing Assessment System (PHAS) regulations, the Area Housing Authority of the County of Ventura (AHA) is required to develop a follow-up plan when the Housing Authority's survey score for the June 30, 2002 fiscal year-end Customer Satisfaction Survey is less than 75%.

In the area of Communication, the Public Housing resident survey resulted in a score of 74%. To increase this score, the AHA has entered into a new Memorandum of Agreement (MOA) between the AHA and the Resident Council (RC). The AHA has also assigned a new manager to be responsible for Resident Services activities and has increased the frequency of meetings with the Resident Council. Note that the AHA provides transportation to Council meetings for many residents who need transportation assistance.

In the area of Safety, the Public Housing resident survey resulted in a score of 70%. To increase this score, the AHA has arranged for the Ventura County Sheriff's Department to conduct a security survey of all Public Housing properties. The AHA will act upon the Sheriff Department's recommendations and complete any related projects/improvements before the end of the current fiscal year. Also, in accordance with HUD requirements, all new Public Housing residents are (and have been for several years) screened for criminal records.

In the area of Housing Development Appearance, the Public Housing resident survey resulted in a score of 74%. To increase this score, the AHA is continuing its close monitoring of the twenty contractors who provide services to the properties; two were replaced in December 2002. The AHA also continuously initiates and completes site and structure improvements, which are part of the Capital Fund Program CA16-PO92-501-01 (502).

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 1: Summary

PHA Name: Area Housing Authority of the County of Ventura	Grant Type and Number Capital Fund Program Grant No: CA16PO92-50103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003

X **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	1,000.00			
3	1408 Management Improvements Soft Costs	108,170.00			
	Management Improvements Hard Costs				
4	1410 Administration	25,808.00			
5	1411 Audit	1,000.00			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	114,416.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	52,000.00			
10	1460 Dwelling Structures	40,000.00			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	106,500.00			
13	1475 Nondwelling Equipment	12,000.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	56,500.00			
18	1499 Development Activities				
19	1502 Contingency	23,457.00			

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

PHA Name: Area Housing Authority of the County of Ventura	Grant Type and Number Capital Fund Program Grant No: CA16PO92-50103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003

X **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	
	Amount of Annual Grant: (sum of lines 2-19)	540,851.00			
	Amount of line XX Related to LBP Activities				
	Amount of line (10) Related to Section 504 compliance	40,000.00			
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line (9/12) related to Security-- Hard Costs				
	Amount of line (9/10) Related to Energy Conservation Measures	5,000.00			
	Collateralization Expenses or Debt Service				

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Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Area Housing Authority of the County of Ventura			**Grant Type and Number** Capital Fund Program Grant No: CA16PO92-50103 Replacement Housing Factor Grant No:				**Federal FY of Grant: 2003**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original/Revised		Total Actual Cost Obligated/Expended		Status of Work
PHA-WIDE	**Operations**		1406		1,000.00				
	Total 1460				1,000.00				
PHA-WIDE	**Management Improvements**		1408						
	Resident Services Administration			LS	74,420.00				
	PHA Staff Training/Travel			LS	5,000.00				
	Accounting Tech Support			LS	13,990.00				
	CFP Clerical Support			LS	14,760.00				
	Total 1408				108,170.00				
PHA-WIDE	**Administrative**		1410						
	Housing Assets Manager			LS	9,537.00				
	Fringe Benefits			LS	14,771.00				
	Sundry			LS	1,500.00				
	Total 1410				25,808.00				
PHA-WIDE	**Audit Fee**		1411						
	CFP AMCC Audit Fee			LS	1,000.00				
	Total 1411				1,000.00				

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Part II: Supporting Pages

PHA Name: Area Housing Authority of the County of Ventura		**Grant Type and Number** Capital Fund Program Grant No: CA16PO92-50103 Replacement Housing Factor Grant No:					**Federal FY of Grant: 2003**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original/Revised		Total Actual Cost Obligated/Expended		Status of Work
PHA-WIDE	**Fees and Costs**		1430						
	Facilities Administrator			LS	68,216.00				
	Housing Asset Manager			LS	31,200.00				
	PHA Wide A & E Fees			LS	15,000.00				
	Total 1430				114,416.00				
PHA-WIDE	**Non-Dwelling Equipment**		1475						
	Maintenance Tools			LS	1,000.00				
	Office Equipment			LS	11,000.00				
	Total 1475				13,000.00				
PHA-WIDE	**Contingency**		1502						
	Total 1502			LS	23,457.00				
Whispering Oaks	**Site Improvements**		1450						
CA16PO92-003	Neighborhood Sign			1	2,000.00				
	Repair/Replace Sewer Main			LS	6,000.00				
	Total 1450				8,000.00				

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Part II: Supporting Pages

PHA Name: Area Housing Authority of the County of Ventura			**Grant Type and Number** Capital Fund Program Grant No: CA16PO92-50103 Replacement Housing Factor Grant No:				**Federal FY of Grant: 2003**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original/Revised		Total Actual Cost Obligated/Expended		Status of Work
Whispering Oaks	**Non-Dwelling Structures**		1470						
CA16PO92-003	Common Area Window Coverings			10	2,000.00				
	Emergency Exit Signs			10	1,500.00				
	Repair/Replace Bldg. Entrance Door			1	5,000.00				
	Termite Repair/Fumigation			LS	18,000.00				
	Total 1470				26,500.00				
	Relocation Cost		1495.1						
	Relocation and related costs for				19,500.00				
	Fumigation								
	Total 1495.1				19,500.00				
Florence Janss	**Site Improvements**		1450						
CA16PO92-005	Repair/Replace Sewer Main			LS	6,000.00				
	Repair/Resurface Driveway			1	7,000.00				
	Total 1450				13,000.00				
	Dwelling Structures		1460						
	Repair/Replace Front door locking			64	21,000.00				
	System include ADA levers								
	Total 1460				21,000.00				

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PHA Name: Area Housing Authority of the County of Ventura		**Grant Type and Number** Capital Fund Program Grant No: CA16PO92-50103 Replacement Housing Factor Grant No:					**Federal FY of Grant: 2003**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original/Revised		Total Actual Cost Obligated/Expended		Status of Work

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Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Area Housing Authority of the County of Ventura			**Grant Type and Number** Capital Fund Program Grant No: CA16PO92-50103 Replacement Housing Factor Grant No:				**Federal FY of Grant: 2003**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original/Revised		Total Actual Cost Obligated/Expended		Status of Work
Florence Janss	**Non-Dwelling Structures**		1470						
CA16PO92-005	Solar Tank Lining			3	5,000.00				
	Repair/Replace Bldg. Entrance Door			2	10,000.00				
	Termite Repair/Fumigation			LS	35,000.00				
	Total 1470				50,000.00				
	Relocation Costs		1495.1						
	Relocation and related costs for				37,000.00				
	Fumigation								
	Total 1495.1				37,000.00				
Leggett Court	**Site Improvements**		1450						
CA16PO92-007	Neighborhood Sign			1	2,000.00				
	Repair/Replace Sewer Main			LS	5,000.00				
	Total 1450				7,000.00				
	Dwelling Structures		1460						
	Repair/Replace Front door locking				8,000.00				
	System include ADA levers (phase II)								
	Total 1460				8,000.00				

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

PHA Name: Area Housing Authority of the County of Ventura		**Grant Type and Number** Capital Fund Program Grant No: CA16PO92-50103 Replacement Housing Factor Grant No:					**Federal FY of Grant: 2003**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original/Revised		Total Actual Cost Obligated/Expended		Status of Work

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

PHA Name: Area Housing Authority of the County of Ventura		**Grant Type and Number** Capital Fund Program Grant No: CA16PO92-50103 Replacement Housing Factor Grant No:					**Federal FY of Grant: 2003**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
Roth Apartments	**Site Improvements**		1450						
CA16PO92-009	Repair/Replace Sewer Main			LS	4,000.00				
	Repair/Resurface Driveway			1	20,000.00				
	Total 1450				24,000.00				
Tafoya Terrace	**Dwelling Structures**		1460						
CA16PO92-010	Repair/Replace Front door locking			30	11,000.00				
	System include ADA levers								
	Total 1460				11,000.00				
	Non-Dwelling Structures		1470						
	Install Carports				30,000.00				
	Total 1470				30,000.00				

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

PHA Name: Area Housing Authority of the County of Ventura		**Grant Type and Number** Capital Fund Program Grant No: CA16PO92-50103 Replacement Housing Factor Grant No:					**Federal FY of Grant: 2003**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work

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

PHA Name: Area Housing Authority of the County of Ventura		**Grant Type and Number** Capital Fund Program No: (CGP) CA16PO92-50103 Replacement Housing Factor No:				**Federal FY of Grant: 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	
Operations	6/30/05			6/30/07			
Management							
Resident Services	6/30/05			6/30/07			
Administration							
PHA Staff Training/	6/30/05			6/30/07			
Travel							
Accounting Tech	6/30/05			6/30/07			

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

PHA Name: Area Housing Authority of the County of Ventura	**Grant Type and Number** Capital Fund Program No: (CGP) CA16PO92-50103 Replacement Housing Factor No:	**Federal FY of Grant:** **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	
Support							
CFP Clerical Support	6/30/05			6/30/07			
Administration							
Housing Assets Manager	6/30/05			6/30/07			
Fringe Benefits	6/30/05			6/30/07			
Sundry	6/30/05			6/30/07			
Audit							
CFP Audit Fee	6/30/05			6/30/07			

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

PHA Name: Area Housing Authority of the County of Ventura	**Grant Type and Number** Capital Fund Program No: (CGP) CA16PO92-50103 Replacement Housing Factor No:	**Federal FY of Grant:** **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	
Fees and Costs							
Facilities Administrator	6/30/05			6/30/07			
Housing Assets Manager	6/30/05			6/30/07			
PHA Wide A& E Fees	6/30/05			6/30/07			
Non-Dwelling							
Equipment							
Maintenance Tools	6/30/05			6/30/07			
Office Equipment	6/30/05			6/30/07			
Contingency	6/30/05			6/30/07			
Whispering Oaks							
CA16PO92-003							
Neighborhood Sign	6/30/05			6/30/07			
Repair/Replace Sewer	6/30/02			6/30/07			
Main							

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

PHA Name: Area Housing Authority of the County of Ventura	**Grant Type and Number** Capital Fund Program No: (CGP) CA16PO92-50103 Replacement Housing Factor No:	**Federal FY of Grant:** **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	
Common Area Window	6/30/05			6/30/07			
Coverings							
Emergency Exit Signs	6/30/05			6/30/07			
Repair/Replace Bldg.	6/30/05			6/30/07			
Entrance Door							
Termite Repair	6/30/05			6/30/07			
Fumigation							
Relocation and related	6/30/05			6/30/07			
cost for Fumigation							
Florence Janss							
CA16PO92-005							
Repair/Replace Sewer	6/30/05			6/30/07			
Main							
Repair/Resurface	6/30/05			6/30/07			
Driveway							

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

PHA Name: Area Housing Authority of the County of Ventura	**Grant Type and Number** Capital Fund Program No: (CGP) CA16PO92-50103 Replacement Housing Factor No:	**Federal FY of Grant:** **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	
Repair/Replace Front	6/30/05			6/30/07			
Door locking system							
6/30/05	6/30/05			6/30/07			
Repair/Replace Bldg.	6/30/05			6/30/07			
Entrance Door							
Termite Repair	6/30/05			6/30/07			
Fumigation							
Relocation and related	6/30/05			6/30/07			
Cost for Fumigation							
Leggett Court							
CA16PO92-007							
Neighborhood Sign	6/30/05			6/30/07			
Repair/Replace Sewer	6/30/05			6/30/07			
Main							

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

PHA Name: Area Housing Authority of the County of Ventura	**Grant Type and Number** Capital Fund Program No: (CGP) CA16PO92-50103 Replacement Housing Factor No:	**Federal FY of Grant:** **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	

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

PHA Name: Area Housing Authority of the County of Ventura	**Grant Type and Number** Capital Fund Program No: (CGP) CA16PO92-50103 Replacement Housing Factor No:	**Federal FY of Grant:** **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	
Repair/Replace Front	6/30/05			6/30/07			
Door locking system							
(Phase II)							
Roth Apartments							
CA16PO92-009							
Repair/Replace Sewer	6/30/05			6/30/07			
Main							
Repair/Resurface	6/30/05			6/30/07			

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

PHA Name: Area Housing Authority of the County of Ventura	**Grant Type and Number** Capital Fund Program No: (CGP) CA16PO92-50103 Replacement Housing Factor No:	**Federal FY of Grant:** **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	
Driveway							
Tafoya Terrace							
CA16PO92-010							
Repair/Replace Front	6/30/05			6/30/07			
Door locking system							
Install Carports	6/30/05			6/30/07			

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 1: Summary

PHA Name:	Grant Type and Number	Federal FY of Grant:
Area Housing Authority of the County of Ventura	Capital Fund Program Grant No: CA16PO92-50101 Replacement Housing Factor Grant No:	**2001**

Original Annual Statement ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no:)**
X Performance and Evaluation Report for Period Ending: 12/31/02 ☐ **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		$33,882.11	$33,882.11	$0.00
3	1408 Management Improvements Soft Costs	$87,971.00	$84,299.20	$84,299.20	$16,922.09
	Management Improvements Hard Costs				
4	1410 Administration	$65,651.00	$56,692.00	$56,692.00	$52,594.67
5	1411 Audit	$1,000.00	$0.00		
6	1415 Liquidated Damages				
7	1430 Fees and Costs	$94,701.00	$97,160.00	$97,160.00	$44,271.86
8	1440 Site Acquisition				
9	1450 Site Improvement	$6,000.00	$29,140.00	$29,140.00	$18,640.00
10	1460 Dwelling Structures	$275,000.00	$226,430.93	$226,430.93	$156,115.22
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	$17,468.00	$28,520.00	$28,520.00	$3,000.00
13	1475 Nondwelling Equipment	$6,500.00	$10,795.76	$10,795.76	$10,795.76
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency	$12,629.00	0.00		

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

PHA Name: Area Housing Authority of the County of Ventura	Grant Type and Number: Capital Fund Program Grant No: CA16PO92-50101; Replacement Housing Factor Grant No:	Federal FY of Grant: 2001

Original Annual Statement ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no:)**
X Performance and Evaluation Report for Period Ending: 12/31/02 ☐ **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	Amount of Annual Grant: (sum of lines 2-19)	$566,920.00	$566,920.00	$566,920.00	$302,339.60
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line (12) related to Security-- Hard Costs	$4,468.00			
	Amount of line (9/10) Related to Energy Conservation Measures	$6,000.00/$275,000.00			
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Area Housing Authority of the County of Ventura	Grant Type and Number: Capital Fund Program Grant No: CA16PO92-50101; Replacement Housing Factor Grant No:	Federal FY of Grant: 2001

Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original/Revised		Total Actual Cost Obligated/Expended		Status of Work
PHA-WIDE	**Operations**		1406		$0.00	33,882.11	33,882.11		
PHA-WIDE	**Management Improvements**								
	Resident Services Administration		1408	LS	$63,771.00		63,771.00	6,867.44	

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program Grant No: CA16PO92-50101 Replacement Housing Factor Grant No:					Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original/Revised		Total Actual Cost Obligated/Expended		Status of Work
	PHA Staff Training/Travel		1408	LS	$5,000.00	4,839.20	4,839.20	4,839.20	
	Resident Education/Vocational Fund		1408	LS	$700.00		700.00	91.65	
	Resident Training/Support		1408	LS	$6,000.00		6,000.00	1,391.75	
	Resident Integrity		1408	LS	$5,000.00		5,000.00	3,732.05	
	FSS Coordinator		1408	LS	$7,500.00	3,989.00	3,989.00		
	Subtotal 1408				$87,971.00	84,299.20	84,299.20	16,922.09	
PHA-WIDE	**Administrative**								
	Housing Assets Manager (35%)		1410	LS	$26,870.00	21,911.00	21,911.00	21,911.00	
	Fringe Benefits		1410	LS	$10,116.00	9,982.45	9,982.45	8,022.89	
	Accounting Staff (25%)		1410	LS	$12,473.00		12,473.00	10,335.23	
	PHA Related Travel		1410	LS	$4,000.00	0.00			Moved/1408
	CFP Clerical Support		1410	LS	$11,692.00		11,692.00	11,692.00	
	Sundry		1410	LS	$500.00	633.55	633.55	633.55	
	Subtotal 1410				$65,651.00	56,692.00	56,692.00	52,594.67	

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Area Housing Authority of the County of Ventura		**Grant Type and Number** Capital Fund Program Grant No: CA16PO92-50101 Replacement Housing Factor Grant No:					**Federal FY of Grant:** **2001**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original/Revised		Total Actual Cost Obligated/Expended		Status of Work
PHA-WIDE	**Audit Fee**								
	Annual Audit Fee		1411	LS	$1,000.00	0.00			Operations
	Subtotal 1411								
PHA-WIDE	**Fees and Costs**								
	Construction Management/Contract		1430	LS	$65,685.00		65,685.00	22,847.08	
	Administrator								
	CFP Consultant Fees		1430	LS	$2,500.00	0.00			Operations
	Housing Asset Manager		1430	LS	$11,516.00	16,475.00	16,475.00	6,424.78	
	PHA Wide A & E Fees		1430	LS	$15,000.00		15,000.00	15,000.00	
	Subtotal 1430				$94,701.00	97,160.00	97,160.00	44,271.86	
PHA-WIDE	**Non-Dwelling Equipment**								
	Maintenance Tools		1475	LS	$4,000.00	0.00			Office Equip
	Office Equipment		1475	LS	$2,500.00	10,795.76	10,765.76	10,795.76	
	Subtotal 1475				$6,500.00	10,795.76	10,795.76	10,795.76	
PHA-WIDE	**Contingency**		1502	LS	$12,629.00	0.00			
	Subtotal 1502				$12,629.00	0.00			

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Area Housing Authority of the County of Ventura		**Grant Type and Number** Capital Fund Program Grant No: CA16PO92-50101 Replacement Housing Factor Grant No:					**Federal FY of Grant:** **2001**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original/Revised		Total Actual Cost Obligated/Expended		Status of Work
Whispering Oaks	**Site Improvements**								
CA16PO92-003	HVAC Replacement (Bungalows)		1460	60	$80,000.00	68,144.93	68,144.93	68,144.93	
	Total 1460				$80,000.00	68,144.93	68,144.93	68,144.93	
Florence Janss	**Non-Dwelling Structures**								
CA16PO92-005	Replace Utility Room Doors		1470	6	$3,000.00		3,000.00	3,000.00	
	Total 1470				$3,000.00		3,000.00	3,000.00	
Leggett Court	**Dwelling Structures**								
CA16PO92-007	HVAC Replacement		1460	49	$190,000.00	158,286.00	158,286.00	87,970.29	Work In
	Total 1460				$190,000.00	158,286.00	158,286.00	87,970.29	Progress
	Non-Dwelling Structures								
	Security Camera Upgrades		1470	4	$1,468.00	0.00	0.00	0.00	Operations
	Total 1470				$1,468.00				
Roth Apartment	**Dwelling Structures**								
CA16PO92-009	Closet Door Replacement		1460	17 units	$5,000.00	0.00	0.00	0.00	Operations
	Total 1460				$5,000.00				

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Area Housing Authority of the County of Ventura		**Grant Type and Number** Capital Fund Program Grant No: CA16PO92-50101 Replacement Housing Factor Grant No:					**Federal FY of Grant:** **2001**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original/Revised		Total Actual Cost Obligated/Expended		Status of Work
Roth Apartments	**Non-Dwelling Structures**								
CA16PO92-009	Security Camera Upgrades		1470	4	$1,500.00	0.00	0.00	0.00	Operations
(Continued)	Total 1470				$1,500.00				
Ellis Terrace	**Site Improvements**								
CA16PO92-015	Trash Area Renovation		1450	1	$3,500.00	10,500.00	10,500.00	0.00	Contracted
	Total 1450				$3,500.00	10,500.00	10,500.00		
	Non-Dwelling Structures								
	Security Camera Upgrades		1470	4	$1,500.00	0.00	0.00	0.00	Operations
	Laundry room/Maintenance room Rehab			1	$10,000.00	25,520.00	25,520.00	0.00	Contracted
	Total 1470				$11,500.00				
Fiore Gardens	**Site Improvements**								
CA16PO92-016	Remove/Replace trees and re-stake		1450	23	$2,500.00	18,640.00	18,640.00	18,640.00	
	Total 1450				$2,500.00	18,640.00	18,640.00	18,640.00	

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Area Housing Authority of the County of Ventura	**Grant Type and Number** Capital Fund Program No: CA16PO92-50101 Replacement Housing Factor No:	**Federal FY of Grant:** 2001

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	
Resident Services	3/31/03		12/6/01	9/30/04			
Administrator							
PHA Staff Training/	3/31/03		12/31/02	9/30/04		12/31/02	
Travel							
Resident Education/	3/31/03		6/30/02	9/30/04			
Vocational Fund							
Resident Training/	3/31/03		12/6/01	9/30/04			
Support							
Resident Integrity	3/31/03		6/30/02	9/30/04			
FSS Coordinator	3/31/03		12/6/01	9/30/04			
Housing Assets Manager	3/31/03		12/6/01	9/30/04		11/30/02	
Fringe Benefits	3/31/03		12/6/01	9/30/04			
Accounting Staff	3/31/03		12/6/01	9/30/04			
PHA Related Travel	3/31/03		12/31/02	9/30/04		12/31/02	Reallocated to PHA Staff Training/Travel

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Area Housing Authority of the County of Ventura	**Grant Type and Number** Capital Fund Program No: CA16PO92-50101 Replacement Housing Factor No:	**Federal FY of Grant:** 2001

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	
CFP Clerical Support	3/31/03		12/6/01	9/30/04		11/30/02	

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Area Housing Authority of the County of Ventura	**Grant Type and Number** Capital Fund Program No: CA16PO92-50101 Replacement Housing Factor No:	**Federal FY of Grant:** 2001

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	
Sundry	3/31/03		9/12/02	9/30/04		9/12/02	
Auditor Fees	3/31/03		12/31/02	9/30/04		12/31/02	Reallocated to Operations
Construction Managt./	3/31/03		2/28/02	9/30/04			
Contract Administrator							
CFP Consultant	3/31/03		12/31/02	9/30/04		12/31/02	Reallocated to Operations
Housing Assets Manager	3/31/03		2/28/02	9/30/04			

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Area Housing Authority of the County of Ventura	**Grant Type and Number** Capital Fund Program No: CA16PO92-50101 Replacement Housing Factor No:	**Federal FY of Grant:** 2001

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	
PHA Wide A & E Fees	3/31/03		10/31/02	9/30/04		11/30/02	
Maintenance Tools	3/31/03		12/31/02	9/30/04		12/31/02	Reallocated to Office Equipment
Office Equipment	3/31/03		11/30/02	9/30/04		12/15/02	
Contingency	3/31/03		4/30/02	9/30/04		4/30/02	Reallocated as needed
Whispering Oaks							
CA16PO92-003							
HVAC Replacement	3/31/03		9/30/01	9/30/04		1/7/02	

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Area Housing Authority of the County of Ventura	**Grant Type and Number** Capital Fund Program No: CA16PO92-50101 Replacement Housing Factor No:	**Federal FY of Grant:** 2001

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	
Florence Janss							
CA16PO92-005							
Replace Utility	3/31/03		2/1/02	9/30/04		2/28/02	
Room Doors							
Leggett Court							
CA16PO92-007							
HVAC Replacement	3/31/03		11/30/02	9/30/04			
Security Camera	3/31/03		12/31/02	9/30/04		12/31/02	Reallocated to Operations
Upgrade							
Roth Apartment							
CA16PO92-009							
Closet Door	3/31/03		12/31/02	9/30/04		12/31/02	Reallocated to Operations
Replacement							
Security Camera	3/31/03		12/31/02	9/30/04		12/31/02	Reallocated to Operations
Upgrade							

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Area Housing Authority of the County of Ventura	**Grant Type and Number** Capital Fund Program No: CA16PO92-50101 Replacement Housing Factor No:	**Federal FY of Grant:** 2001

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	
Ellis Terrace							
CA16PO92-005							
Trash Area	3/31/03		12/31/02	9/30/04			
Renovation							
Security Camera	3/31/03		12/31/02	9/30/04		12/31/02	Reallocated to Operations
Upgrade							
Laundry Room/	3/31/03		12/31/02	9/30/04			
Maint. Room Upgrade							
Fiore Gardens							
CA16PO92-016							
Remove/Replace	3/31/03		4/1/02	9/30/04		4/30/02	
Trees and re-stake							

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 1: Summary

PHA Name: Area Housing Authority of the County of Ventura	Grant Type and Number Capital Fund Program Grant No: CA16PO92-50102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002

Original Annual Statement ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no:)**
X Performance and Evaluation Report for Period Ending: 12-31-02 ☐ **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	1,000.00			
3	1408 Management Improvements Soft Costs	77,958.00		61,276.96	18.96
	Management Improvements Hard Costs				
4	1410 Administration	54,085.00		54,025.64	1,755.88
5	1411 Audit	1,000.00			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	92,701.00		80,191.83	3,838.83
8	1440 Site Acquisition				
9	1450 Site Improvement	70,000.00		55,000.00	
10	1460 Dwelling Structures	113,000.00		58,884.00	7,004.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	122,000.00		20,000.00	
13	1475 Nondwelling Equipment	6,500.00		204.01	204.01
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency	2,607.00			
	Amount of Annual Grant: (sum of lines 2-19)	540,851.00		329,582.44	12,821.68

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

PHA Name: Area Housing Authority of the County of Ventura	Grant Type and Number Capital Fund Program Grant No: CA16PO92-50102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002

Original Annual Statement ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no:)**
X Performance and Evaluation Report for Period Ending: 12-31-02 ☐ **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	Amount of line XX Related to LBP Activities				
	Amount of line (10) Related to Section 504 compliance	30,000.00			
	Amount of line XX Related to Security –Soft Costs				
	Amount of Line (9/12) related to Security-- Hard Costs	111,000.00			
	Amount of line (9/10) Related to Energy Conservation Measures	150,000.00			
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Area Housing Authority of the County of Ventura	Grant Type and Number Capital Fund Program Grant No: CA16PO92-50102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002

Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original/Revised		Total Actual Cost Obligated/Expended		Status of Work
PHA-WIDE	**Operations**		1406		1,000.00				
	Total 1460				1,000.00				

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Area Housing Authority of the County of Ventura		Grant Type and Number Capital Fund Program Grant No: CA16PO92-50102 Replacement Housing Factor Grant No:					Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original/Revised		Total Actual Cost Obligated/Expended		Status of Work
PHA-WIDE	**Management Improvements**		1408						
	Resident Services Administration			LS	61,258.00		61,258.00		
	PHA Staff Training/Travel			LS	9,000.00				
	Resident Education/Vocational Fund			LS	700.00				
	Resident Training/Support			LS	1,000.00				
	Resident Integrity			LS	1,000.00				
	Resident Council Support			LS	5,000.00		18.96	18.96	
	Total 1408				77,958.00		61,276.96	18.96	
PHA-WIDE	**Administrative**		1410						
	Housing Assets Manager			LS	19,351.00		19,351.00		
	Fringe Benefits			LS	7,966.00		7,966.00		
	Accounting Staff			LS	12,807.00		12,807.00		
	CFP Clerical Support			LS	13,461.00		13,461.00	1,315.24	
	Sundry			LS	500.00		440.64	440.64	
	Total 1410				54,085.00		54,025.64	1,755.88	

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Area Housing Authority of the County of Ventura		**Grant Type and Number** Capital Fund Program Grant No: CA16PO92-50102 Replacement Housing Factor Grant No:					**Federal FY of Grant:** **2002**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original/Revised		Total Actual Cost Obligated/Expended		Status of Work
PHA-WIDE	**Audit Fee**		1411						
	Annual Audit Fee			LS	1,000.00				
	Total 1411				1,000.00				
PHA-WIDE	**Fees and Costs**		1430						
	Facilities Administrator			LS	54,661.00		54,661.00		
	CFP Consultant Fees			LS	1,348.00				
	Housing Asset Manager			LS	21,692.00		21,692.00		
	PHA Wide A & E Fees			LS	15,000.00		3,838.83	3,838.83	
	Total 1430				92,701.00		80,191.83	3,838.83	
PHA-WIDE	**Non-Dwelling Equipment**		1475						
	Maintenance Tools			LS	4,000.00				
	Office Equipment			LS	2,500.00		204.01	204.01	
	Total 1475				6,500.00				
PHA-WIDE	**Contingency**		1502	LS	2,607.00				
	Total 1502								

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Area Housing Authority of the County of Ventura		**Grant Type and Number** Capital Fund Program Grant No: CA16PO92-50102 Replacement Housing Factor Grant No:					**Federal FY of Grant:** **2002**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original/Revised		Total Actual Cost Obligated/Expended		Status of Work
Whispering Oaks	**Site Improvements**								
CA16PO92-003	Install Security Lighting		1450	54	70,000.00		55,000.00		
	Total 1450				70,000.00		55,000.00		
	Dwelling Structure								
	Water shut-off bungalows		1460	67	20,000.00	18,120.00	7,004.00	7,004.00	
	Elevator door safety edges			1	5,000.00				
	Total 1460				25,000.00	23,120.00	7,004.00	7,004.00	
	Non-Dwelling Structure								
	Fire Alarm panel upgrade		1470	1	14,000.00				
	Stucco repair main building				8,000.00				
	Main water line repair/replace				30,000.00				
	Total 1470				52,000.00				
Florence Janss	**Dwelling Structure**								
CA16PO92-005	Elevator ADA upgrade		1460	1	30,000.00				
	Total 1460				30,000.00				

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Area Housing Authority of the County of Ventura		**Grant Type and Number** Capital Fund Program Grant No: CA16PO92-50102 Replacement Housing Factor Grant No:					**Federal FY of Grant: 2002**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original/Revised		Total Actual Cost Obligated/Expended		Status of Work
Florence Janss	**Non-Dwelling Structures**								
CA16PO92-005	Fire Alarm panel upgrade		1470	1	15,000.00				
	Total 1470				15,000.00				
Leggett Court	**Dwelling Structures**								
CA16PO92-007	Repair/Replace Front door system		1460	49	8,000.00				
	(Phase I)								
	Total 1460				8,000.00				
	Non-Dwelling Structures								
	Laundry Room Rehab		1470	1	3,000.00				
	Total 1470				3,000.00				
Roth Apartments	**Non-Dwelling Structures**								
CA16PO92-009	Carport Refurbishing		1470	6	15,000.00				
	Total 1470				15,000.00				
Tafoya Terrace	**Non-Dwelling Structures**								
CA16PO92-010	Fire Alarm panel upgrade		1470	1	7,000.00				

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Area Housing Authority of the County of Ventura			**Grant Type and Number** Capital Fund Program Grant No: CA16PO92-50102 Replacement Housing Factor Grant No:				**Federal FY of Grant: 2002**		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original/Revised		Total Actual Cost Obligated/Expended		Status of Work
Ellis Terrace	**Dwelling Structures**		1460						
CA16PO92-015	Water Heater replacement			27	12,000.00	24,000.00	24,000.00		
	HVAC Replacement			27	38,000.00	27,880.00	27,880.00		
	Total 1460				50,000.00	51,880.00	51,880.00		
	Non-Dwelling Structures		1470						
	Laundry Room rehab (phase II)			1	20,000.00		20,000.00		
	Security fencing			200 LF	5,000.00				
	Total 1470				25,000.00		20,000.00		
Fiore Gardens	**Non-Dwelling Structures**		1470						
CA16PO92-016	Stucco Repair			LS	5,000.00				
	Total 1470				5,000.00				

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Area Housing Authority of the County of Ventura	**Grant Type and Number** Capital Fund Program Grant No: CA16PO92-50102 Replacement Housing Factor Grant No:	**Federal FY of Grant: 2002**

Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost Original/Revised		Total Actual Cost Obligated/Expended		Status of Work

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Area Housing Authority of the County of Ventura	**Grant Type and Number** Capital Fund Program No: (CGP) CA16PO92-50102 Replacement Housing Factor No:	**Federal FY of Grant: 2002**

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	
Resident Services	6/12/04		9/04/02	6/12/06			
Administration							
PHA Staff Training/	6/12/04			6/12/06			
Travel							
Resident Education/	6/12/04			6/12/06			
Vocational Fund							

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Area Housing Authority of the County of Ventura	**Grant Type and Number** Capital Fund Program No: (CGP) CA16PO92-50102 Replacement Housing Factor No:	**Federal FY of Grant:** **2002**

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	
Resident Training/	6/12/04			6/12/06			
Support							
Resident Integrity	6/12/04			6/12/06			
Resident Council	6/12/04			6/12/06			
Support							
Housing Assets	6/12/04		9/04/02	6/12/06			
Manager							
Fringe Benefits	6/12/04		9/04/02	6/12/06			
Accounting Staff	6/12/04		9/04/02	6/12/06			

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Area Housing Authority of the County of Ventura	**Grant Type and Number** Capital Fund Program No: (CGP) CA16PO92-50102 Replacement Housing Factor No:	**Federal FY of Grant:** **2002**

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	
CFP Clerical Support	6/12/04		9/04/02	6/30/06			
Sundry	6/12/04			6/12/06			
Annual Audit Fee	6/12/04			6/12/06			
Facilities Administrator	6/12/04		11/30/02	6/12/06			
CFP Consultant Fee	6/12/04			6/12/06			
Housing Assets Manager	6/12/04		11/30/02	6/12/06			
PHA Wide A&E Fee	6/12/04			6/12/06			
Maintenance Tools	6/12/04			6/12/06			
Office Equipment	6/12/04			6/12/06			
Contingency	6/12/04			6/12/06			
Whispering Oaks							
CA16PO92-003							

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Area Housing Authority of the County of Ventura	**Grant Type and Number** Capital Fund Program No: (CGP) CA16PO92-50102 Replacement Housing Factor No:	**Federal FY of Grant:** **2002**

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	
Install Security Lighting	6/12/04		12/31/02	6/12/06			
Water Shut-offs	6/12/04		10/01/02	6/12/06			
Bungalows							
Elevator Door Safety	6/12/04			6/12/06			
Edges							
Fire Alarm Panel	6/12/04			6/12/06			
Upgrades							
Stucco Repair Main	6/12/04			6/12/06			
Building							
Main water line repair/	6/12/04			6/12/06			
Replace							
Florence Janss							
CA16PO92-005							
Elevator ADA Upgrade	6/12/04			6/12/06			
Fire alarm panel upgrade	6/12/04			6/12/06			

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Area Housing Authority of the County of Ventura	**Grant Type and Number** Capital Fund Program No: (CGP) CA16PO92-50102 Replacement Housing Factor No:	**Federal FY of Grant:** **2002**

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	
Leggett Court							
CA16PO92-007							
Repair/Replace Front	6/12/04			6/12/06			
Locking Door System							
Laundry Room Rehab	6/12/04			6/12/06			
Roth Apartments							
CA16PO92-009							
Carport Refurbishing	6/12/04			6/12/06			
Tafoya Terrace							
CA16PO92-010							
Fire alarm panel upgrade	6/12/04			6/12/06			
Ellis Terrace							
CA16PO92-015							
Water heater replacement	6/12/04		12/31/02	6/12/06			

Annual Statement/Performance and Evaluation Report (12/31/02)
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Area Housing Authority of the County of Ventura	**Grant Type and Number** Capital Fund Program No: (CGP) CA16PO92-50102 Replacement Housing Factor No:	**Federal FY of Grant:** **2002**

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	
HAVC Replacement	6/12/04		12/31/02	6/12/06			
Laundry Room Rehab	6/12/04		12/31/02	6/12/06			
(Phase II)							
Security Fencing	6/12/04			6/12/06			
Fiore Gardens							
CA16PO92-016							
Stucco Repair	6/12/04			6/12/06			

Capital Fund Program Five-Year Action Plan
Part I: Summary

PHA Name: Area Housing Authority of the County of Ventura		Locality (City, County & State) Ventura County, California		X **Original 5-Year Plan** ☐**Revision No:**	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2004 PHA FY: 2005	Work Statement for Year 3 FFY Grant: 2005 PHA FY: 2006	Work Statement for Year 4 FFY Grant: 2006 PHA FY: 2007	Work Statement for Year 5 FFY Grant: 2007 PHA FY: 2008
CA16-PO92- 003-Whispering Oaks	Annual Statement	$75,000.00	$163,955.00	$147,500.00	$230,600.00
005-Florence Janss		$92,400.00	$86,000.00	$47,500.00	$96,000.00
007-Leggett Court		$20,500.00	$23,750.00	$185,000.00	$43,075.00
009-Roth Apartments		$32,000.00	$86,400.00	$26,000.00	$82,316.00
010-Tafoya Terrace		$0.00	$94,546.00	$27,056.00	$53,860.00
015-Ellis Terrace		$178,000.00	$26,200.00	$7,500.00	$0.00
016-Fiore Gardens		$142,951.00	$60,000.00	$100,295.00	$35,000.00
Total CFP Funds (Est.)		$540,851.00	$540,851.00	$540,851.00	$540,851.00
Total Replacement Housing Factor Funds					

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

Activities for Year 1 2003	Activities for Year : Two FFY Grant: 2004 PHA FY: 2005			Activities for Year: Three FFY Grant: 2005 PHA FY: 2006		
	Dev. Number	General Description of Work	Estimated Cost	Dev. Number	General Description of Work	Estimated Cost
	Whispering Oaks	Paint all Wrought Iron Fence	$10,000.00	Whispering Oaks	Slider Door Replacement (Phase I)	$34,000.00
	CA16PO92-003	Block wall Repair	$5,000.00	CA16PO92-003	Total 1460	$34,000.00
		Total 1450	$15,000.00			
					Roof Replacement Bunglows	$129,955.00
		Roof Replacement Bundalows	60,000.00		(Phase II & III)	
		(Phase I)			Total 1470	$129,955.00
		Total 1470	$60,000.00			
				Florence Janss	Replace Bedroom windows with	$54,000.00
SEE	Florence Janss	Replace Bedroom windows with	$54,000.00	CA16PO92-005	Dual glazing (phase 2-32 units)	
ANNUAL	CA16PO92-005	Dual glazing (phase 1-32 units)			Slider Door Replacement (Phase I)	$32,000.00
STATEMENT		Replace Kitchen & Bathroom faucet	$38,400.00		Total 1460	$86,000.00
		Total 1460	$92,400.00			
				Leggett Court	Replace Kitchen & Bathroom faucet	$23,750.00
	Leggett Court	Replace Kitchen & Bathroom faucet	$20,500.00	CA16PO92-007		
	CA16PO92-007				Total 1460	$23,750.00
		Total 1460	$20,500.00			
				Roth Apartments	Replace Bathroom and Tub faucets	$20,400.00
	Roth Apartments	Upgrade Playground Lights	10,000.00	CA16PO92-009	Replace backflow preventer	$5,900.00
	CA16PO92-009	Total 1450	10,000.00		Retrofit windows with duel glazing	
					(phase 1)	$60,100.00
		Repair/Replace front door locks	22,000.00			
		Total 1460	22,000.00		Total 1460	$86,400.00

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

Activities for Year 1 2003	Activities for Year : Two FFY Grant: 2004 PHA FY: 2005			Activities for Year: Three FFY Grant: 2005 PHA FY: 2006		
	Dev. Number	General Description of Work	Estimated Cost	Dev. Number	General Description of Work	Estimated Cost
	Ellis Terrace	Repair/Replace Front door locks	$22,000.00	Tafoya Terrace	Replace roof with fiberglass shingles	$45,000.00
	CA16PO92-015	Termite Repair/Fumigation	$20,000.00	CA16PO92-010		
		Total 1460	$42,000.00		Replace Bedroom/Living room and	$49,546.00
					Community room windows with dual	
		Play ground/Court yard renovation	$92,000.00		Glazing	
		Total 1470	$92,000.00		Total 1460	$94,546.00
		Relocation and related cost for	$44,000.00	Ellis Terrace	Repair/repaint soffits+ and iron rails	$16,200.00
SEE		Termite Repair and Fumigation		CA16PO92-015	Total 1450	$16,200.00
ANNUAL		Total 1495.1	$44,000.00			
STATEMENT					Repair/Resurface Driveway with	
	Fiore Gardens	Installation of A/C condensers	$115,951.00		Speed bumps	$10,000.00
	CA16PO92-016	(Phase I)			Total 1470	$10,000.00
		Repair/Replace Front door Locks	$27,000.00			
		Total 1460	$142,951.00	Fiore Gardens	Install washer and Dryer hookups	$60,000.00
				CA16PO92-016	Total 1460	$60,000.00

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

Activities for Year 1 2003	Activities for Year : Four FFY Grant: 2006 PHA FY: 2007			Activities for Year: Five FFY Grant: 2007 PHA FY: 2008		
	Dev. Number	General Description of Work	Estimated Cost	Dev. Number	General Description of Work	Estimated Cost
	Whispering Oaks	Replace Bedroom/Kitchen Windows	$101,000.00	Whispering Oaks	Seal & re-stripe parking lot	$15,000.00
	CA16PO92-003	With Dual glazing		CA16PO92-003	Total 1450	$15,000.00
		Slider Door Replacement (Phase II)	$34,000.00			
		Total 1460	$135,000.00		Elevator controller/valve upgrade	$21,600.00
					Insulate water lines in attic	$25,000.00
		Reconfigure mail room and install	$2,500.00		Slider Door Replacement (Phase III)	$34,000.00
		Parcel boxes			Total 1460	$80,600.00
		Repair/Resurface Balconies	$10,000.00			
SEE		Total 1470	$12,500.00		Roof Replacement Bungalows	$60,000.00
ANNUAL					(Phase IV)	
STATEMENT	Florence Janss	Slider Door Replacement (Phase II)	$32,000.00		Laundry room rehabs (4)	$15,000.00
	CA16PO92-005	Total 1460	$32,000.00		Install Carports	$60,000.00
					Total 1470	$135,000.00
		Repair/Resurface Balconies	$10,000.00			
		Laundry room rehab	$3,000.00	Florence Janss	Elevator Hydraulic Jack and	$86,400.00
		Reconfigure mail room and install	$2,500.00	CA16PO92-005	Controller upgrade	
		Parcel boxes			Replace bathroom exhaust fans	$9,600.00
		Total 1470	$15,500.00		Total 1460	$96,000.00

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1 2003	Activities for Year : Four FFY Grant: 2006 PHA FY: 2007			Activities for Year: Five FFY Grant: 2007 PHA FY: 2008		
	Dev. Number	General Description of Work	Estimated Cost	Dev. Number	General Description of Work	Estimated Cost
	Leggett Court	Replace windows with dual glaze	$100,000.00	Leggett Court	Replace bathroom exhaust fans	$8,575.00
	CA16PO92-007	Slider Door Replacement	$49,000.00	CA16PO92-007	Repair/repaint soffits and facias	$24,500.00
		Install Energy Efficient Hallway	$6,000.00		Total 1460	$33,075.00
		Lights			Repair/Replace Gutters & D. S.	$10,000.00
		Total 1460	$155,000.00		Total 1470	$10,000.00
		Play ground renovation	$30,000.00	Roth Apartments	Install Washer & Dryer hookups	$71,639.00
		Total 1450	$30,000.00	CA16PO92-009	Repair/replace damaged roofs	$5,100.00
SEE					Install shelves in pantry	$5,577.00
ANNUAL	Roth Apartments	Replace windows with dual glazing	$26,000.00		Total 1460	$82,316.00
STATEMENT	CA16PO92-009	Phase (2)				
		Total 1460	$26,000.00	Tafoya Terrace	Elevator ADA and Controller	$53,860.00
				CA16PO92-010	Upgrades	
	Tafoya Terrace	Repair/repaint exterior trim and rails	$14,556.00		Total 1460	$53,860.00
	CA16PO92-010	Total 1460	$14,556.00			
				Fiore Gardens	Playground renovation	$35,000.00
		Repair/Resurface Walkways	$10,000.00	CA16PO92-016	Total 1450	$35,000.00
		Reconfigure mail room and install	$2,500.00			
		Parcel boxes				
		Total 1470	$12,500.00			

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

Activities for Year 1 2003	Activities for Year : Four FFY Grant: 2006 PHA FY: 2007			Activities for Year: Five FFY Grant: 2007 PHA FY: 2008		
	Dev. Number	General Description of Work	Estimated Cost	Dev. Number	General Description of Work	Estimated Cost
	Ellis Terrace	Repair/Dex-O-Tex Walkways	$7,500.00			
	CA16PO92-015	Total 1450	$7,500.00			
	Fiore Gardens	Playground Renovation with	$37,295.00			
	CA16PO92-016	ADA Upgrades				
		Total 1450	$37,295.00			
		Replace Kitchen & Bathroom Faucets	$13,000.00			
		Total 1460	$13,000.00			
SEE		Appliance Replacement	$50,000.00			
ANNUAL		Total 1465	$50,000.00			
STATEMENT						