

# Year 4HUDAgencyPlan

**AUGUST 26, 2003 RESUBMISSION**

## SalemHousingAuthority PHAPlans

5YearPlanforFiscalYears2003 – 2007  
AnnualPlanforFiscalYear2003

***ElectronicFile: “MA055 v04”***

**NOTE: THIS PHA PLAN TEMPLATE (HUD50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

## PHA Plan Agency Identification

**PHAName:** Salem Housing Authority

**PHANumber:** MA055

**PHAFiscal Year Beginning:(mm/yyyy)** 10/2003

### Public Access to Information

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

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

### Display Locations For PHA Plans and Supporting Documents

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

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

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

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

**5-YEAR PLAN**  
**PHAF ISCAL YEARS 2003 -2007**  
[24CFRPart903.5]

**A.Mission**

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

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

*The Salem Housing Authority (SHA) is committed to providing a full-range of safe, secure, suitable, and appropriate affordable housing opportunities to extremely -low, very -low, and low income family, elderly, and disabled households in a fair manner. The SHA is committed to assisting all residents who are moving from welfare -to-work with affordable housing opportunities that do not act as disincentives to economic advancement. The SHA is committed to policies that support deconcentrating poverty and attempting to provide and support wider access to affordable housing opportunities throughout the entire community. The SHA is committed to fair and non -discriminatory practices throughout all of its housing programs and activities.*

## **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 space to the right of or below the stated objectives.

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

- PHA Goal: Expand the supply of assisted housing
  - Objectives:
    - Apply for additional rental vouchers:
    - Reduce public housing vacancies:
    - Leverage private or other public funds to create additional housing opportunities:
      - Acquire or build units or developments
      - Other (list below)
- PHA Goal: Improve the quality of assisted housing
  - Objectives:
    - Improve public housing management\*  
\*SHA is a HUD High Performer with a PHAS score of **9** **0**
    - Improve voucher management : (SEMAP score)
    - Increase customer satisfaction:
    - Concentrate one effort to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)
    - Renovate or modernize public housing units: **Utilizing the Capital Fund Program**
    - Demolish or dispose of obsolete public housing:
    - Provide replacement public housing:
    - Provide replacement vouchers:
    - Other: (list below)
- PHA Goal: Increase assisted housing choices
  - Objectives:
    - Provide voucher mobility counseling:
    - Conduct outreach effort to potential voucher landlords
    - Increase voucher payment standards **—to a maximum of 110%**
    - Implement voucher homeownership program:
    - Implement public housing or other homeownership programs:
    - Implement public housing site -based waiting lists:
    - Convert public housing to vouchers:
    - 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:
  - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
  - Implement public housing security improvements:
  - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
  - Other: (list below)  
*Adopt HUD income targeting requirements; Implement flat rents.*

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households  
Objectives:
  - Increase the number and percentage of employed persons in assisted families:
  - Provide or attract supportive services to improve assistance recipients' employability:
  - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
  - Other: (list below)

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:
  - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability:
  - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability:
  - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
  - Other: (list below)

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

**AnnualPHAPlan**  
**PHAFiscalYear2003**  
[24CFRPart903.7]

**i. AnnualPlanType:**

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

- StandardPlan**
- StreamlinedPlan:**
- HighPerformingPHA\***  
\*SHAi saHUDHighPerformerwithaPHASscoreof9 0
- SmallAgency(<250PublicHousingUnits)**
- AdministeringSection8Only**
- TroubledAgencyPlan**

**ii. ExecutiveSummaryoftheAnnualPHAPlan**

[24CFRPart903. 79(r)]

ProvideabriefoverviewoftheinformationintheAnnualPlan,includinghighlightsofmajorinitiatives anddiscretionarypoliciesthePHAhasincludedintheAnnualPlan.

*TheSalemHousingAuthorityiscommittedtoprovidinghousingtothosein financialneedwhile,atthesametime,functioningasaneffectiveandpositive memberofthelargercommunity.TheSalemHousingAuthorityseeksto accomplishthesegoalsby:*

1. *EnsuringhighqualitymanagementoftheHousingAuthority;*
2. *MaintainingandimprovingtheSHA'shousingresources;*
3. *CoordinatingtheHousingAuthority'spublicsafetyeffortswiththelarger community;*
4. *DevelopingstrategiesandpoliciesodeconcentratepovertywithintheCityof Salem;*
5. *Providing on-goingopportunityfortheworking poor,elderlyanddisabledto accessaffordablehousing;*
6. *Supportingandpromotingthefinancialindependenceofresidentsthroughrent policies,welfare -to-workinitiativesandhomeownershipopportunities*

*Throughoutthenextyear,theSalemHousingAuth ority,throughitsplanning process,willreassessallofitspoliciesandproceduresinordertosupportand implementtheseinitiatives.*

*Overthefiveyearperiod,theSalemHousingAuthoritywillseektoimplement policiesandproceduresinsupportof eachofthespecifiedobjectives.*

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

[24CFR Part 903.79(r)]

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

#### **Table of Contents**

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#### **Electronic File Attachments**

Attachment 1 (File "MA055 d01"): FY2003 Capital Fund Program Annual Statement and Five-Year Action Plan.

Attachment 2 (File "MA055 d02"): FY2002 Capital Fund Program Performance and Evaluation Report.

Attachment 3 (File "MA055 d03"): FY2001 Capital Fund Program Performance and Evaluation Report.

Attachment 4 (File "MA055 d04"): Progress Report for Year 3 Agency Plan.

Attachment 5 (File "MA055 d05"): Names Year 4 RAB Members.

Attachment 6 (File "MA055 d06"): RAB and Public Hearing Comments.

Attachment 7 (File "MA055 d07"): SHARE sponsor to PHAS Resident Survey Section on Safety.

#### **Certifications**

Certification 1: PHA Plan Certification.

Certification 2: Consolidated Plan Certification.

Certification 3: HUD -50070 Drug-Free Workplace Certification.

Certification 4: SF -LLL Disclosure of Lobbying Certification.

Certification 5: HUD -50071 Certification of Payments to Influence Federal Transactions.

**Attachments**

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

Required Attachments:

- Admissions Policy for Deconcentration ( *Not Applicable* )
- FY2003 Capital Fund Program Annual Statement  
*Attached as Electronic File "MA055 d01"*
- Most recent board -approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)\*  
*\*The Salem Housing Authority is not troubled nor at risk of being designated troubled.*

Optional Attachments:

- PHA Management Organizational Chart
- FY2003 Capital Fund Program 5 Year Action Plan  
*Attached as Electronic File "MA055 d01"*
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) *Attached as Electronic File "MA055d06"*
- Other (List below, providing each attachment name)

**Supporting Documents Available for Review**

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
[	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
[	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 jurisdiction 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/sin which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
[	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources;
[	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP] —New ACOP done in Year 1.	Annual Plan : Eligibility, Selection, and Admissions Policies
[	Section 8 Administrative Plan —New Section 8 Admin Plan done in Year 1.	Annual Plan: Eligibility, Selection, and Admissions Policies
Not Applicable	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA Board certification of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
[	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
[	Schedule of flat rents offered each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
[	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
[	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
[	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
[	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
Not Applicable	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
Not applicable	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
Not applicable	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
Not applicable	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
Not applicable	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
Not applicable	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
Not applicable	Approved or submitted public housing home ownership programs/plans	Annual Plan: Homeownership
Not applicable	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
[	Any cooperative agreement between the PHA and the TANF agency--MOA	Annual Plan: Community Service & Self-Sufficiency
[	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
[	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports <i>Family Investment Center (FIC) Grant</i>	Annual Plan: Community Service & Self-Sufficiency
Not applicable	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
[	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
Not applicable	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
Not applicable	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
[	Voluntary Conversion Preliminary Assessment	Annual Plan: Conversions of Public Housing
[	Census 2000 SF3 File for the City of Salem	Annual Plan: Housing Needs
[	Community Service Policy and Procedures	Annual Plan: Community Service Programs
[	Pet Policy and Procedures	Annual Plan: Pets

**1.StatementofHousingNeeds\***

[24CFRPart903.79(a)]

**A.HousingNeedsofFamiliesintheJurisdiction/sServedbythePHA**

BasedupontheinformationcontainedintheConsolidatedPlan/sapplicabletothejurisdiction,and/or otherdataavailabletothePHA,provideastatementofthehousingneedsinthejurisdictionby completingthefollowingtable.Inthe“Overall”Needscolumn,providetheestimatednumberofrenter familiesthathavehousingneeds.Fortheremainingcharacteristics,ratetheimpactofthatfactoronthe housingneedsforeachfamilytype,from1to5,with1being“noimpact”and5being“severeimpact.” UseN/AtoindicatethatnoinformationisavailableuponwhichthePHAcannakethisassessment.

HousingNeedsofFamiliesintheJurisdiction byFamilyType							
FamilyType	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income<=30%ofAMI	3,656	5	5	5	5	5	3
Income>30%but<=50%ofAMI	3,332	4	5	3	4	4	3
Income >50%but<80%ofAMI	2,793	3	4	3	3	4	2
Elderly	2,853	2	2	3	3	2	2
FamilieswithDisabilities	939	5	5	5	5	5	4
White	8,239	*	*	*	*	*	*
Hispanic	1,256	*	*	*	*	*	*
Black	274	*	*	*	*	*	*
AmericanIndian,AlaskanNative	13	*	*	*	*	*	*
Asian,PacificIslander	165	*	*	*	*	*	*
OtherandTwoormoreRaces	818	*	*	*	*	*	*

\*=HousingNeedsaremoreofabycolor-productofincomethanethnicity.

WhatsourcesofinformationdidthePHAusetoconductthisanalysis?(Checkallthat apply;allmaterials must be madeavailableforpublicinspection.)

- ConsolidatedPlanoftheJurisdiction/s: **Salem**  
Indicateyear: **2000/2001/2002**
- U.S.Censusdata:theComprehensiveHousingAffordabilityStrategy
- AmericanHousingSurveydata  
Indicateyear:
- Otherhousingmarketstudy  
Indicateyear:
- Othersources:(listandindicateyearofinformation)  
**Census2000SF3DataSetfortheCityofSalemissuedinNovember2002**

## 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.** PHA may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at the option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing — <i>Elderly/Disabled Waiting List only (as of March 2003)</i>			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	78	100%	
Extremely low income <=30% AMI	77	99%	
Very low income (>30% but <=50% AMI)	1	1%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	0	0%	
Elderly families	76	97%	
Families with Disabilities	2	<3%	
White	59	76%	
Black	2	<3%	
Hispanic	12	15%	
Asian	2	<3%	
American Indian	1	1%	
Other	2	<3%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	78	100%	
2BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to open the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant -based assistance — <b>Section 8 Waiting List (as of April 2003)</b>			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site -Based or sub -jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	797		
Extremely low income <=30% AMI	646	81%	
Very low income (>30% but <=50% AMI)	151	19%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	766	96%	
Elderly families	17	2%	
Families with Disabilities	14	2%	
White	515	65%	
Black	12	< 2%	
American Indian	3	<1%	
Hispanic	250	31%	
Asian	16	2%	
Other	1	<1%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	284	36%	
2BR	330	41%	
3BR	164	21%	
4BR	18	2%	
5BR	1	<1%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? <b>Since 2001</b>			
Does the PHA expect to open the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant -based assistance			
<input checked="" type="checkbox"/> Public Housing — <b>Family Public Housing Waiting List (as of March 2003)</b>			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site -Based or sub -jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	307	100%	
Extremely low income <=30% AMI	299	97%	
Very low income (>30% but <=50% AMI)	8	3%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	284	93%	
Elderly families	23	7%	
Families with Disabilities	0	0%	
White	151	49%	
Black	15	5%	
American Indian	4	1%	
Hispanic	121	39%	
Asian	5	<2%	
Other	11	4%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	23	7%	
2BR	225	73%	
3BR	52	17%	
4BR	7	>2%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? <b>Closed 12/13/02</b>			
Does the PHA expect to open the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

### C.StrategyforAddressingNeeds

Provideabriefdescription ofthePHA'sstrategyforaddressingthehousingneedsoffamiliesinthe jurisdictionandonthewaitinglist **INTHEUPCOMINGYEAR** ,andtheAgency'sreasonsfor choosingthisstrategy.

#### (1)Strategies

**Need:Shortageofaffordablehousingforalleligi blepopulations**

**Strategy1.MaximizethenumberofaffordableunitsavailabletothePHAwithin itscurrentresourcesby:**

Selectallthatapply

- Employeffectivemaintenanceandmanagementpoliciestominimizethe numberofpublichousing unitsoff -line
- Reduceturnovertimeforvacatedpublichousingunits
- Reducetimetorenovatepublichousingunits
- Seekreplacementofpublichousingunitslosttotheinventorythroughmixed financed evelopment
- Seekreplacementofpublichousingunitslosttotheinventorythroughsection 8replacementhousingresources
- Maintainorincreasesection8lease -upratesbyestablishingpaymentstandards thatwillenable familiestorentthroughoutthejurisdiction
- Undertakemeasurestoensureaccesstoaffordablehousingamongfamilies assistedbythePHA,regardlessounitsizerequired
- Maintainorincreasesection8lease -upratesby marketingtheprogramto owners,particularlythoseoutsideofareasofminorityandpoverty concentration
- Maintainorincreasesection8lease -upratesbyeffectivelyscreeningSection8 applicantstoincreaseowneracceptanceofprogra m
- ParticipateintheConsolidatedPlandevelopmentprocesstoensure coordinationwithbroadercommunitystrategies
- Other(listbelow) \***

*\* UndertheladershipanddirectionoftheMayorofSalem,t heSalemHA agreed to taketheinitiative toa dminister283enhancedvouchersinordertopreservean expiringusepropertyattheSalemHeightsdevelopment .Withoutthe leadershipof theMayorandthe SHA'swillingness ,283unitsofaffordablehousing inSalem wouldhavepoten tiallybeenlost.TheSHAconsidersthesetypesofinitiativetobe criticaltoitsoverallmissionandwasplease dtohave assistedtheCityandMayorin preservingsuchalargesupplyofaffordablehousinginthecommunity.*

**Strategy2:Increasethe nu mberofaffordablehousingunitsby:**

Selectallthatapply

- Applyforadditionalsection8unitsshouldtheybecomeavailable (vouchers)
- Leverageaffordablehousingresourcesinthecommunitythroughthecreation ofmixed- financehousing
- PursuehousingresourcesotherthanpublichousingorSection8tenant -based assistance.
- Other:(listbelow)

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

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

Select all that apply

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

**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 voucher targeted to the elderly, should they become available
- Other: (list below)

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

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

Select all that apply

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

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

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

Select if applicable

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

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

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

## 2. Statement of Financial Resources

[24CFR Part 903.79(b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2003 grants)		
a) Public Housing Operating Fund	\$99,689	
b) FY 2003 Public Housing Capital Fund	\$56,471	
c) HOPEVIR revitalization	-----	
d) HOPEVIMolition	-----	
e) Estimated FY 2003 Annual Contributions for Section 8 Tenant-Based Assistance (3 ACCs)	\$4,995,039	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	-----	
g) Resident Opportunity and Self-Sufficiency Grants	-----	
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)	-----	N/A
3. Public Housing Dwelling Rental Income	\$107,029	Operations
4. Other income (list below)		
Interest Income	\$4,794	Operations
Other Income	\$1,200	Operations
5. Non-federal sources (list below)		
<b>TOTAL RESOURCES</b>	<b>\$5,264,222</b>	<b>SEE ABOVE</b>

### 3.PHAPoliciesGoverningEligibility,Selection,andAdmissions

[24CFRPart903.79(c)]

#### **A.PublicHousing**

Exemptions:PHAsthatdonotadministerpublichousingarenotrequiredto completesubcomponent 3A.

##### (1)Eligibility

a. Whendoesthe PHAverifyeligibilityforadmissiontopublichousing?(selectall thatapply)

- Whenfamiliesarewithinacertainnumberofbeingofferedaunit:(state number) (*withinfive*)
- Whenfamiliesarewithinacertaintimeof beingofferedaunit:(statetime)
- Other:(describe)

b. Whichnon -income(screening)factorsdoesthePHAusetoestablisheligibilityfor admissiontopublichousing(selectallthatapply)?

- CriminalorDrug -relatedactivity
- Rentalhistory
- Housekeeping
- Other(describe) ---*References*

c.  Yes  No:DoesthePHArequestcriminalrecordsfromlocallaw enforcementagenciesforscreenin gpurposes?

d.  Yes  No:DoesthePHArequestcriminalrecordsfromStatelaw enforcementagenciesforscreeningpurposes?( *CORI*)

e.  Yes  No:DoesthePHAaccessFBIcriminalreco rdsfromtheFBIfor screeningpurposes?(eitherdirectlyorthroughanNCIC - authorizedsource)

##### (2)WaitingListOrganization

a. WhichmethodsdoesthePHAplantousestoorganizeitstopublichousingwaitinglist (selectallthatapply)

- Community-widelist
- Sub-jurisdictionallists
- Site-basedwaitinglists
- Other(describe)

b. Wheremayinterestedpersonsapplyforadmissiontopublichousing?

- PHAmainadministrative office
- PHAdevelopmentssitemanagementoffice
- Other(listbelow)

*Bymail*

c. If the PHA plan 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?

*Not Applicable*

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

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

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

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

**(3) Assignment**

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

- One
- Two
- Three or More

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

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

**(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 admission to public housing to families at or below 30% of median area income?

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

1 Date and Time

Former Federal preferences:

- 2 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 2 Victims of domestic violence
- 2 Substandard housing
- 2 Homelessness
- 2 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 — **2 Points**
- Those enrolled currently in educational, training, or upward mobility programs
- Household that contribute to meeting income goals (broad range of incomes)
- Household 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)
- Internal Transfer — **1 Point**

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

b. How often must residents notify the PHA of changes in family composition?

(select all that apply)

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

**(6) Deconcentration and Income Mixing**

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

*SHA exempt from Deconcentration Requirements since it operates only one family general occupancy development. However, HUD Income Targeting standards have been adopted.*

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 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?

***Flat Rents***

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)

***Flat Rents***

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 special efforts
- List (any applicable) developments below:

***MA55-7***

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 assistance program (vouchers, and until completely merged into the voucher program, certificates).

### (1) Eligibility

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

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

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

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

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)

*That the Section 8 Voucher applicant has been found eligible*

### (2) Waiting List Organization

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

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

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

PHA main administrative office

Other (list below)

*By Mail*

### **(3) Search Time**

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

*60 days initially and then up to 120 days and even 180 days or more if required*

If yes, state circumstances below:

*Medical/Market Conditions*

### **(4) Admissions Preferences**

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Victims of domestic violence

Substandard housing

Homelessness

High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

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

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

1      Date and Time

Former Federal preferences

- 2      Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 2      Victims of domestic violence
- 2      Substandard housing
- 2      Homelessness
- 2      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      —2 points
- 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)

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

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

5.IfthePHAplanstoemploypreferencesfor“residents wholiveand/orworkinthe jurisdiction”(selectone)

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

6.Relationshipofpreference stoincometargetingrequirements:(selectone)

- 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 PurposeSection8AssistancePrograms**

a.Inwhichdocumentsorotherreferencematerialsarethepoliciesgoverning eligibility,selection,andadmissionstoanyspecial -purposesection8program administeredbythePHAcontained?(selectallthatapply )

- TheSection8AdministrativePlan
- Briefingsessionsandwrittenmaterials
- Other(listbelow)

b. HowdoesthePHAannouncetheavailabilityofanyspecial -purposesection8 programstothepublic?

- Throughpublishednotices
- Other(listbelow)

## **4.PHARentDeterminationPolicies**

[24CFRPart903.79(d)]

### **A.PublicHousing**

Exemptions:PHAsthatdonotadministerpublichousingarenotrequiredto completesub -component  
4A.

#### **(1)IncomeBasedRentPolicies**

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.)

#### ***Flat rents or 30% of adjusted gross income***

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? ***Or flat rent***

2.If yestoabove,listtheamountsorpercentageschargedandthecircumstances underwhichthese willbeused below:

d.Whichofthediscretionary(optional)deductionsand/orexclusionspoliciesdoesthe PHAplantoemploy(selectallthatapply)

- Fortheearnedincomeofapreviouslyunemployedhouseholdmember
- Forincreases inearnedincome
- Fixedamount(otherthangeneralrent -settingpolicy)  
Ifyes,stateamount/sandcircumstancesbelow:
  
- Fixedpercentage(otherthangeneralrent -settingpolicy)  
Ifyes,statepercentage/sandcircumstancesbelow:
  
- Forhouseholdheads
- Forotherfamilymembers
- Fortransportationexpenses
- Forthenon -reimbursedmedicalexpensesofnon -disabledornon -elderly families
- Other(describewhatbelow)

***Forqualifiedresidents,theSHAwilladopttheHUDmandatoryincome disregardsof100%thefirstyearand50%thesecondyear.***

e.Ceilingrents

1. Doyouhaveceilingrents?(rentssetatalevellowerthan30%ofadjustedincome (selectone) e)

- Yesforalldevelopments
- Yesbutonlyforsomeddevelopments
- No

2. Forwhichkindsofdevelopmentsareceilingrentsinplace?(selectallthatapply)

- Foralldvelop ments
- Forallgeneraloccupancydevelopments(notelderlyordisabledorelderly only)
- Forspecifiedgeneraloccupancydevelopments
- Forcertainpartsofdevelopments;e.g.,thehigh -riseportion
- Forcertainsizeunits;e.g.,largerbedroomsizes
- Other(listbelow)

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Anytime the family experiences an income increase
- Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) 10%
- Other (list below)

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

**(2) Flat Rents**

**The SHA's Flat rents are as follows:**

***one bedroom --\$600***  
***two bedrooms --\$800***  
***three bedrooms --\$900***  
***four bedrooms --\$1,000.***

***These flat rents were adopted in Year 1, continued in Year 2 and 3, and will continue unchanged for Year 4.***

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

- This section 8 rent reasonableness study of comparable housing (12/02)
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

## B. Section 8 Tenant -Based Assistance

Exemptions: 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 (110% Payment Standard)\*  
\*SHA currently has a 100% Utilization Rate.
- Above 110% of FMR (if HUD approved; describe circumstances below)

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

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

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

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

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

- Annually
- Other (list below)

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

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

**(2) Minimum Rent**

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

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

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

## **5. Operations and Management**

[24CFR Part 903.79(e)]

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

***The Salem Housing Authority is a high performing PHA and is not required to complete the Component 5 section.***

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

Describe the PHA's management structure and organization.

(select one)

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

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

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

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

[24CFR Part 903.79(f)]

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

***The Salem Housing Authority is a high performing PHA and is not required to complete the Component 6 section.***

### **A. Public Housing**

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

If yes, list additions to federal requirements below:

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

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

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

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office  
 Other (list below)

## **7. Capital Improvement Needs**

[24CFR Part 903.79(g)]

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

### **A. Capital Fund Activities**

Exemptions from sub-component 7A: PHA 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 table 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 Form 52837.

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment ***Electronic File "MA055 d01"***

-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 Form 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 ***Electronic File "MA055 d01"***

-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.HOPEVIandPublicHousingDevelopmentandReplacement Activities(Non -CapitalFund)**

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

*The Salem Housing Authority has no plan to apply for HOPEVI, Public Housing Development and Replacement Act activities at this time.*

- Yes  No: a) Has the PHA received a HOPEVI 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 HOPEVI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

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

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

- Yes  No: c) Does the PHA plan to apply for a HOPEVI Revitalization grant in the Plan year?

If yes, list development name/s below:

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

If yes, list developments or activities below:

- Yes  No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

## **8. Demolition and Disposition**

[24CFR Part 903.79(h)]

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

*The Salem Housing Authority has no plans for Demolition and Disposition at this time.*

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.)

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

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

[24CFR Part 9 03.79(i)]

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

*The Salem Housing Authority has no plans for Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities at this time.*

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

2. Activity Description

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

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

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

[24CFR Part 903.79(j)]

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

### **A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY1996 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 FY1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

#### 2. Activity Description

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

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

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

**Component 10(B) Voluntary Conversion Initial Assessments**

- a) How many of the PHA's developments are subject to the Required Initial Assessments? **One—MA55 -7**
- 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)? **One—MA55 -3**

c) How many Assessments were conducted for the PHA's covered developments? One--An initial assessment has been conducted for MA55 -7. This initial assessment relied on existing data including an analysis of prorated capital fund and operating costs as compared to the Section 8 voucher cost. The analysis was prepared using the June 22, 2001 HUD Final Rule (66FR4476) on Voluntary Conversions -Required Initial Assessments. Refinements to this assessment will be conducted as HUD issues further guidance and clarification.

**The Conversion Assessment was completed last year as part of the Year 3 Agency Plan and is on display .**

d) Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments: **None**

<b>Development Name</b>	<b>Number of Units</b>
<b>Not Applicable</b>	<b>Not Applicable</b>

a) If the PHA has not completed the Required Initial Assessments, describe the status of these assessments. **Not Applicable**

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

# 11.HomeownershipProgramsAdministeredbythePHA

[24CFRPart903.7 9(k)]

## **A.PublicHousing**

ExemptionsfromComponent11A:Section8onlyPHAsarenotrequiredtocomplete11A.

1.  Yes  No: DoesthePHAadministeranyhomeownershipprograms administeredbythePHAunderanappro vedsection5(h) homeownershipprogram(42U.S.C.1437c(h)),oranapproved HOPE Iprogram(42U.S.C.1437aaa)orhasthePHAappliedor plantoapplytoadministeranyhomeownershipprogramsunder section5(h),theHOPEIprogram,orsection32oftheU.S HousingActof1937(42U.S.C.1437z -4).(If“No”,skipto component11B;if“yes”,completeoneactivitydescriptionfor eachapplicableprogram/plan,unleseligibletocompletea streamlinedsubmissiondueto **smallPHA** or **highperforming PHA**status .PHAscompletingstreamlinedsubmissionsmay skipto component11B.)

### 2.ActivityDescription

- Yes  No: HasthePHAprovidedallrequiredactivitydescription informationforthiscomponentinthe **optionalPublicHousing AssetManagementTable**?(If“yes”,skipto component12.If “No”,completetheActivityDescriptiontablebelow.)

<b>PublicHousingHomeownershipActivityDescription (Completeoneforeachdevelopmentaffected)</b>
1a.Developmentname: 1b.Development( project)number:
2.FederalProgramauthority: <input type="checkbox"/> HOPEI <input type="checkbox"/> 5(h) <input type="checkbox"/> TurnkeyIII <input type="checkbox"/> Section32oftheUSHAof1937(effective10/1/99)
3.Applicationstatus:(selectone) <input type="checkbox"/> Approved;includedinthePHA’sHomeownershipPlan/Program <input type="checkbox"/> Submitted,pendingapproval <input type="checkbox"/> Plannedapplication
4.DateHomeownershipPlan/Programapproved,submitted,orplannedforsubmission: (DD/MM/YYYY)
5. Numberofunitsaffected: 6.Coverageofaction:(selectone) <input type="checkbox"/> Partofthedevelopment <input type="checkbox"/> Totaldevelopment

## B. Section 8 Tenant Based Assistance

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

### 2. Program Description:

#### a. Size of Program

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

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

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

#### b. PHA -established eligibility criteria

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

If yes, list criteria below:

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

[24CFR Part 903.79(1)]

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

*As a High Performer, the SHA is NOT required to complete this component. It should be pointed out that the SHA adopted a Community Service Policy as part of its Year 2 Agency Plan; however, the Community Service requirement was subsequently suspended by HUD. Since HUD has reinstated the Community Service requirement, the SHA intends to implement the Community Service requirement during its Year 4 Agency Plan year, pending further HUD guidance. The approved SHA Community Service Policy is on display.*

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

#### 1. Cooperative agreements:

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

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

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

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

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office/ PH main office/ other provider name)	Eligibility (public housing or section 8 participants or both)
<b><i>Family Investment Center and Family Self - Sufficiency Programs</i></b>	<b><i>44</i></b>	<b><i>Voluntary</i></b>	<b><i>Through FIC, Inc.</i></b>	<b><i>Both</i></b>

**(2) Family Self Sufficiency program/s**

*See FIC/FSSTable presented earlier.*

**a. Participation Description**

<b>Family Self Sufficiency (FSS) Participation</b>		
<b>Program</b>	<b>Required Number of Participants (start of FY 2003 Estimate)</b>	<b>Actual Number of Participants (As of: DD/MM/YY)</b>

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

**C. Welfare Benefit Reductions**

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

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.

*As appropriate*

- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

*The SHA adopted a Community Service Policy as part of its Year 2 Agency Plan; however, the Community Service requirement was subsequently suspended by HUD. Since HUD has reinstated the Community Service requirement, the SHA intends to implement the Community Service requirement during its Year 4 Agency Plan year, pending further HUD guidance. The approved SHA Community Service Policy is on display.*

### **13.PHASafetyandCrimePreventionMeasures**

[24CFRPart903.79(m)]

ExemptionsfromComponent13:HighperformingandsmallPHAsnotparticipatinginPHDEPand Section8OnlyPHAsmayskiptocomponent15.HighPerformingandsmallPHAs thatare participatinginPHDEPandaresentsubmittingaPHDEPPlanwiththisPHAPlanmayskiptosub componentD.

***TheSalemHousingAuthorityisahighperformingPHAandisnotrequiredto completetheComponent13section.However,theSalemHousingAuthorityworks closelywiththeSalemPoliceDepartmenttoensureasafeandsecureliving environmentforSHAresidents.Indevelopingpoliciesandprocedures,theSHA will,onanongoingbasis,promoteinitiatives thatwillsupportthesafetyand securityofSHAresidents.***

#### **A.Needformeasurestoensurethesafetyofpublichousingresidents**

1.Describetheneedformeasurestoensurethesafetyofpublichousingresidents

(selectallthatapply)

- Highincidenceofviolentand/or drug -relatedcrimeinsomeorallofthePHA's developments
- Highincidenceofviolentand/or drug -relatedcrimeintheareassurroundingor adjacenttothePHA'sdevelopments
- Residentsfearfulfortheirsafetyand/orthesafetyoftheir children
- Observedlower -levelcrime,vandalismand/orgraffiti
- Peopleonwaitinglistunwillingtomoveintooneormoredevelopmentsdueto perceivedand/oractuallevelsofviolentand/or drug -relatedcrime
- Other(describellow)

2.WhatinformationordatadidthePHAusedtodeterminetheneedforPHAactions toimprovesafetyofresidents(selectallthatapply).

- Safetyandsecuritysurveyofresidents
- Analysisofcrimestatisticsovertimeforcrimescommitted“inandaround” publichousingauthority
- Analysisofcosttrendsovertimeforrepairofvandalismandremovalofgraffiti
- Residentreports
- PHAemploy eereports
- Policereports
- Demonstrable,quantifiablesuccesswithpreviousorongoinganticrime/anti drugprograms
- Other(describellow)

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

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

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

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

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

**C. Coordination between PHA and the police**

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

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

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

**D. Additional information as required by PHDEP/PHDEP Plan**

PHA eligible for FY2002 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 FY2002 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

## **14.RESERVEDFORPETPOLICY**

[24CFRPart903.79(n)]

*TheSHA'sPetPolicywas adoptedinits Year2 Agency Plan.The SHA'sPet PoliciesandProceduresareondisplay.*

## **15. Civil Rights Certifications**

[24CFR Part 903.79(o)]

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

## **16.Fiscal Audit**

[24CFRPart903.79(p)]

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

## **17.P HA Asset Management**

[24CFR Part 903.79(q)]

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

***The Salem Housing Authority is a high performing PHA and is not required to complete the Component 17 section.***

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**

[24CFR Part 903.79(r)]

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

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

#### **\*Comments were supportive of SHA Year 3 Plan.**

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

- Attached as Attachment **(Electronic File "MA055 d06")**  
 Provided below:

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

- Considered comments, but determined that no changes to the PHA Plan were necessary.  
 The PHA changed portions of the PHA Plan in response to comments  
List changes below:  
 Other: (list below)

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

*The Mayor of Salem, based on the submission of three names by the President of the Citywide Resident Organization, appoints a SHA resident to the SHA Board of Commissioners. The term of the current resident member of the Board of Commissioners expires in February 2005. Every year the SHA affords the RAB member the opportunity to express interest in serving on the Board of Commissioners.*

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.) (*Please see statement above*)
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.) (*Please see statement above*)

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
- Any adult recipient of PHA assistance could nominate candidates
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

*The Mayor of Salem, based on the submission of three names by the President of the Citywide Resident Organization, appoints a SHA resident to the SHA Board of Commissioners. Every year the SHA affords the RAB member the opportunity to express interest in serving on the Board of Commissioners.*

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)

***The Mayor of Salem, based on the submission of three names by the President of the Resident Organization, appoints a SHA resident to the SHA Board of Commissioners. Every year the SHA affords the RAB member the opportunity to express interest in serving on the Board of Commissioners.***

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

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

1. Consolidated Plan jurisdiction: (provide name here)

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

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

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

***The City of Salem supports the Salem Housing Authority through close cooperation and support in its initiatives, and through \$10,000 in CDBG funds to its affiliated non-profit, FIC, Inc.***

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

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

***HUD has required an SHA Response to PHA Resident Survey Section on Safety. This response is provided as Electronic File Attachment 7 (File "MA055 d07").***

## **Attachments**

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

### **Electronic File Attachments**

**Attachment 1 (File "MA055d01"): FY2003 Capital Fund Program Annual Statement and Five -Year Action Plan.**

**Attachment 2 (File "MA055d02"): FY2002 Capital Fund Program Performance and Evaluation Report.**

**Attachment 3 (File "MA055d03"): FY2001 Capital Fund Program Performance and Evaluation Report.**

**Attachment 4 (File "MA055d04"): Progress Report for Year 3 Agency Plan.**

**Attachment 5 (File "MA055d05"): Names of Year 4 RAB Members.**

**Attachment 6 (File "MA055d06"): RAB and Public Hearing Comments.**

**Attachment 7 (File "MA055d07"): SHA Response to PHAS Resident Survey Section on Safety.**

### **Certifications**

**Certification 1: PHA Plan Certification.**

**Certification 2: Consolidated Plan Certification.**

**Certification 3: HUD -50070 Drug -Free Workplace Certification.**

**Certification 4: SF -LLL Disclosure of Lobbying Certification.**

**Certification 5: HUD -50071 Certification of Payments to Influence Federal Transactions.**

**TableLibrary**

# SalemHousingAuthorityPHAPlans

## Attachment1(MA055 d01)

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TheSHA'sFY200 3andFY200 3-2007CapitalFundProgramPlanisattached.

**Annual Statement/2003**  
**Performance and Evaluation Report**

Part I: Summary  
 CapitalFundProgram

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

**MA055**

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

PHA Name: <b>Salem Housing Authority</b>	Capital Fund Grant Number <b>MA06P05550103</b>	FFY Grant Approval <b>2003</b>
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- Original Annual Statement
  Reserve for Disasters/Emergencies
  Revised Annual Statement/Revision Number  
 Performance and Evaluation Report for Program Year Ending
  Final Performance and Evaluation Report

Line No.	Summary By Development Account	Total Estimated Cost		Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds	0	0	0	0
2	1406 Operations (May not exceed 10% of line 20)	0	0	0	0
3	1408 Management Improvements (20%)	0	0	0	0
4	1410 Administration (10%)	0	0	0	0
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	0	0	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	0	0	0	0
10	1460 Dwelling Structure	45,110	0	0	0
11	1465.1 Dwelling Equipment - Nonexpendable	0	0	0	0
12	1470 Nondwelling Structures	0	0	0	0
13	1475 Nondwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1492 Moving to Work Demonstration	0	0	0	0
17	1495.1 Relocation Costs	0	0	0	0
18	1498 Mod Used for Development	0	0	0	0
19	1502 Contingency (May not exceed 8% of line 19)	0	0	0	0
20	Amount of Annual Grant (Sum of Lines 2-18)	45,110	0	0	0
21	Amount of Line 20 Related to LBP Activities	0	0	0	0
22	Amount of Line 20 Related to Section 504 Compliance	0	0	0	0
23	Amount of Line 20 Related to Security	0	0	0	0
24	Amount of Line 20 Related to Energy Conservation	0	0	0	0

Signature of Executive Director and Date

X

Signature of Public Housing Director & Date

X

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

Facsimile form HUD-52837 (9/98) ref. Handbook 7485.3 (Previous edition is obsolete)

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



<b>MA 55-7 122 ½ Boston</b>	Siding	1460	\$22,522						
	Windows	1460	\$13,553						
	Roof	1460	\$9,035						
<b><u>TOTAL</u></b>			<b>\$45,110</b>						
Signature of Executive Director and Date					Signature of Public Housing Director & Date				
X					X				

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





MA 55-7

9/30/05

9/30/07

Signature of Executive Director and Date

Signature of Public Housing Director & Date

X

X

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



**Five Year Action Plan 2003–2007**

Part I: Summary

CapitalFundProgram

**U.S. Department of Housing**

**and Urban Development**

Office of Public and Indian Housing

**MA055**

OMBApprovalNo.2577 -0157(Exp.7/31/98)

PHA/IHA Name: <b>Salem Housing Authority</b>		Locality (City/County & State) <b>Salem, Massachusetts</b>				<input checked="" type="checkbox"/> Original <input type="checkbox"/> Revision No.	
A	Development Number/Name	Work Year 1 FFY 2003	Work Year 2 FFY 2004	Work Year 3 FFY 2005	Work Year 4 FFY 2006	Work Year 5 FFY 2007	FFY Development Meets Standards
	<b>MA 55-7</b>	<b>See Annual Statement</b>	\$45,110	\$45,110	\$45,110	\$45,110	2007
B	Physical Improvements Subtotal		\$45,110	\$45,110	\$45,110	\$45,110	
C	Management Improvements		0	0	0	0	
D	HA-Wide Nondwelling Structures & Equipment		0	0	0	0	
E	Administration		0	0	0	0	
F	Other		0	0	0	0	
G	Operations		0	0	0	0	
H	Demolition		0	0	0	0	
I	Replacement Reserve		0	0	0	0	
J	Mod Used for Development		0	0	0	0	
K	Total CFP Funds		\$45,110	\$45,110	\$45,110	\$45,110	
L	Total Non-CFP Funds		0	0	0	0	
M	Grand Total		\$45,110	\$45,110	\$45,110	\$45,110	
Signature of Executive Director and Date				Signature of Public Housing Director/ Office of Native American Programs Administrator and Date			
X				X			

**Five Year Action Plan 2003–2007**

Part II: Supporting Pages  
 PhysicalNeedsWorkStatement(s)  
 CapitalFundProgram

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

**MA055**

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

Work Year 1 FFY 03	Work Year 2 FFY 2004		Work Year 3 FFY: 2005		Work Year 4 FFY: 2006		Work Year 5 FFY: 2007	
	Development Number/ Name/ Major Work Category	Estimated Costs	Development Number/ Name/ Major Work Category	Estimated Costs	Development Number/ Name/ Major Work Category	Estimated Costs	Development Number/ Name/ Major Work Category	Estimated Costs
See  Annual  Statement	<b>MA 55-7</b> <b>121 ½ Bridge</b>		<b>MA 55-7</b> <b>2 Hathorne</b>		<b>MA 55-7</b> <b>73 Boston</b>		<b>MA 55-7</b> <b>2 Hathorne</b>	
	Siding (1460)	\$22,522	Fire Alarms and Emergency Lighting (1460)	\$22,555	Fire Alarms and Emergency Lighting (1460)	\$22,555	Kitchen and Bathroom Modernization (1460)	\$45,110
	Windows (1460)	\$13,553						
	Roof (1460)	\$9,035	<b>MA 55-7</b> <b>121 ½ Bridge</b>		<b>MA 55-7</b> <b>122 ½ Boston</b>			
			Fire Alarms and Emergency Lighting (1460)	\$22,555	Fire Alarms and Emergency Lighting (1460)	\$22,555		

subtotals		\$45,110		\$45,110		\$45,110		\$45,110
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Facsimile form HUD-52834 (10/96)  
Ref. Handbook 7485.3

**Five Year Action Plan 2003–2007**

**Part III: Supporting Pages**

ManagementNeeds  
CapitalFundProgram

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

**MA055**

OMB Approval No. 2577–0157 (exp. date 7/31/98)

Work Year 1 FFY 2003	Work Year 2 FFY: 2004		Work Year 3 FFY: 2005		Work Year 4 FFY: 2006		Work Year 5 FFY: 2007	
	Development Number/ Name/ Major Work Category	Estimated Costs	Development Number/ Name/ Major Work Category	Estimated Costs	Development Number/ Name/ Major Work Category	Estimated Costs	Development Number/ Name/ Major Work Category	Estimated Costs

See Annual Statement	<u>N/A</u>	\$0	<u>N/A</u>	\$0	<u>N/A</u>	\$0	<u>N/A</u>	\$0
	Subtotal of Estimated Cost	\$0		\$0		\$0		\$0



# SalemHousingAuthorityPHAPlans

## Attachment 2(MA055 d02)

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TheSHA'sFY2002CapitalFund ProgramP erformance&EvaluationReport isattached.

**Annual Statement/2002  
Performance and Evaluation Report**

**Part I: Summary  
CapitalFundProgram**

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

**MA055**

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

PHA Name: <b>Salem Housing Authority</b>	Capital Fund Grant Number <b>MA06P05550102</b>	FFY Grant Approval <b>2002</b>
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- Original Annual Statement
  Reserve for Disasters/Emergencies
  Revised Annual Statement/Revision Number  
 Performance and Evaluation Report for Program Year Ending **3/31/2003**
 Final Performance and Evaluation Report

Line No.	Summary By Development Account	Total Estimated Cost		Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds	0		0	0
2	1406 Operations (May not exceed 10% of line 20)	0		0	0
3	1408 Management Improvements (20%)	0		0	0
4	1410 Administration (10%)	0		0	0
5	1411 Audit	0		0	0
6	1415 Liquidated Damages	0		0	0
7	1430 Fees and Costs	0		0	0
8	1440 Site Acquisition	0		0	0
9	1450 Site Improvement	0		0	0
10	1460 Dwelling Structure	56,471		0	0
11	1465.1 Dwelling Equipment - Nonexpendable	0		0	0
12	1470 Nondwelling Structures	0		0	0
13	1475 Nondwelling Equipment	0		0	0
14	1485 Demolition	0		0	0
15	1490 Replacement Reserve	0		0	0
16	1492 Moving to Work Demonstration	0		0	0
17	1495.1 Relocation Costs	0		0	0
18	1498 Mod Used for Development	0		0	0
19	1502 Contingency (May not exceed 8% of line 19)	0		0	0
20	Amount of Annual Grant (Sum of Lines 2-18)	56,471		0	0
21	Amount of Line 20 Related to LBP Activities	0		0	0
22	Amount of Line 20 Related to Section 504 Compliance	0		0	0
23	Amount of Line 20 Related to Security	0		0	0
24	Amount of Line 20 Related to Energy Conservation	0		0	0

Signature of Executive Director and Date

X

Signature of Public Housing Director & Date

X

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

Facsimile form HUD-52837 (9/98) ref. Handbook 7485.3 (Previous edition is obsolete)

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



<b>MA 55-7</b>	Siding	1460	\$28,326			0	0	A&E
<b>2 Hathorne</b>	Windows	1460	\$16,941			0	0	A&E
	Roof	1460	\$11,294			0	0	A&E
<b><u>TOTAL</u></b>		<b>1460</b>	<b>\$56,471</b>			<b>0</b>	<b>0</b>	<b>A&amp;E</b>

Signature of Executive Director and Date  X	Signature of Public Housing Director & Date  X
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- (1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
- (2) To be completed for the Performance and Evaluation Report.

**Facsimile form HUD-52837** (9/98) ref. Handbook 7485.3 (Previous edition is obsolete)



MA 55-7

9/30/04

9/30/06

Signature of Executive Director and Date

X

Signature of Public Housing Director & Date

X

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



# SalemHousingAuthorityPHAPlans

## Attachment3(MA055 d03)

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TheSHA'sFY2001CapitalFundProgramAnnualPerformance &EvaluationReportisattached.

**Annual Statement/2001  
Performance and Evaluation Report**

**Part I: Summary  
CapitalFundProgram**

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

**MA055**

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

PHA Name: <b>Salem Housing Authority</b>	Capital Fund Grant Number <b>MA06P0550101</b>	FFY Grant Approval <b>2001</b>
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- Original Annual Statement                     
 Reserve for Disasters/Emergencies                     
 Revised Annual Statement/Revision Number  
 Performance and Evaluation Report for Program Year Ending **3/31/2003**                     
 Final Performance and Evaluation Report

Line No.	Summary By Development Account	Total Estimated Cost		Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds	0	0	0	0
2	1406 Operations (May not exceed 10% of line 20)	0	0	0	0
3	1408 Management Improvements (20%)	0	0	0	0
4	1410 Administration (10%)	0	0	0	0
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	0	0	0	0
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	0	0	0	0
10	1460 Dwelling Structure	57,813	57,813	57,813.00	46,397.36
11	1465.1 Dwelling Equipment - Nonexpendable	0	0	0	0
12	1470 Nondwelling Structures	0	0	0	0
13	1475 Nondwelling Equipment	0	0	0	0
14	1485 Demolition	0	0	0	0
15	1490 Replacement Reserve	0	0	0	0
16	1492 Moving to Work Demonstration	0	0	0	0
17	1495.1 Relocation Costs	0	0	0	0
18	1498 Mod Used for Development	0	0	0	0
19	1502 Contingency (May not exceed 8% of line 19)	0	0	0	0
20	Amount of Annual Grant (Sum of Lines 2-18)	57,813	57,813	57,813.00	46,397.36
21	Amount of Line 20 Related to LBP Activities	0	0	0	0
22	Amount of Line 20 Related to Section 504 Compliance	0	0	0	0
23	Amount of Line 20 Related to Security	0	0	0	0
24	Amount of Line 20 Related to Energy Conservation	0	0	0	0

Signature of Executive Director and Date

X

Signature of Public Housing Director & Date

X

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

Facsimile form HUD-52837 (9/98) ref. Handbook 7485.3 (Previous edition is obsolete)

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



<b>MA 55-3</b> 290 Essex, 2 Barton Sq.	Compactor Repair-290 Essex, 2 Barton Sq.	1460	\$1,222.00					
	Security Study-290 Essex, 2 Barton Sq.	" "	\$2,025.00					
	Trash Bins	" "	\$912.00					
	Research Title	" "	\$345.00					
	Painting-2 Barton Sq.	" "	\$3,287.98					
	Paving-2 Hathorne, 122 ½ Bridge, 122 ½ Boston	1460	\$14,865.00					
	Paving-73 Boston	" "	\$8,471.95					
	Bid Package	" "	\$73.00					
	Painting-2 Hathorne	" "	\$3,000.00					
	Paint-2 Hathorne	" "	\$520.85					
<b>MA 55-7</b> 2 Hathorne, 122 ½ Bridge, 122 ½ Boston, 73 Boston	Porch Painting-122 ½ Boston	" "	\$900.00					
	Bid Package	" "	\$55.20					
	Bulkhead-2 Hathorne	" "	\$1,452.38					
	Fencing-122 ½ Boston	" "	\$7,539.00					
	Fencing-121 ½ Bridge	" "	\$1,090.00					
	Trash Bins-122 ½ Boston and 121 ½ Bridge	" "	\$638.00					
	<b>TOTALS</b>	<b>1460</b>	<b>\$46,397.36</b>			<b>\$57,813.00</b>	<b>\$46,397.36</b>	<b>On-Going</b>

Signature of Executive Director and Date  
X

Signature of Public Housing Director & Date  
X

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

**Facsimile form HUD-52837** (9/98) ref. Handbook 7485.3 (Previous edition is obsolete)



MA 55-3	9/30/03	9/30/03		9/30/05	9/30/05		
MA 55-7	9/30/03	9/30/03		9/30/05	9/30/05		
Signature of Executive Director and Date  X				Signature of Public Housing Director & Date  X			

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



# **SalemHousingAuthorityPHAPlans**

## **Attachment4(MA055 d04)**

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TheSHA'sYear 3ProgressReportisattached.

# **Salem Housing Authority**

## **Year 3 (FFY200 2) Agency Plan Progress Report**

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- 1. Continued the flat rent structure from Year 1 and 2 into Year 3. The flat rents will continue unchanged for Year 4.**
- 2. Continued the 110% FMR Section 8 Payment Standard in order to increase housing choices for voucher participants. This 110% Payment Standard will continue during Year 4. The SHA currently has achieved a 100% Section 8 Utilization Rate.**
- 3. During Year 3, the SHA received High Performer status from HUD with a PHAS score of 90.**
- 4. The SHA continued the HUD mandatory phased income disregard from Years 1 and 2 into Year 3. As applicable to existing and eligible resident households, this disregard will continue in Year 4.**
- 5. Compactor Repairs, Paving, and Fencing work were completed during Year 3 for the MA55 -3 development.**
- 6. Painting was completed during Year 3 for the MA55 -7 development.**
- 7. An overall Security Study was completed during Year 3. Recommendations of this study are being implemented to increase resident safety during Year 4.**

# Salem Housing Authority PHA Plans

## Attachment 5 (MA055 d05)

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The Names of the Year 4 Resident Advisory (RAB) Board Members are provided below and on the following page:

### Attendance at 5/15/03 RAB Meeting

Betty Jean Tilton  
John J. Ward  
Simona Araujo  
Estela Genao  
Leonidas Garcia  
Josefina Cruz  
Arthur Cormier  
Capt. Richard Russ  
Ana Bellville  
Joselin Santell  
Maria Lopes  
Sergio Espinal  
Luisa Moore  
Karen McCarthy  
Carmen Thompson  
Elizabeth Bernhardt  
Yolanda Diaz  
Carmen I. Cruz  
Mary Ann Demers  
James R. Burrell  
John Camarda  
Maximo Chalas  
Zulema Polanco  
Jeanne Stella  
Agatha Mondesir  
Victoria Espinal  
Juana Carrion  
Tammy Ander Son  
Virginia Espinal  
Zhannet Melkumova

**Attendanceat5/29/03RABMeeting**

JohnJ.Ward  
NoreenNelson  
Capt. RichardRuss  
SusanWerlin  
BettyJeanTilton  
ArthurCormier  
KarenMcCarthy  
MaryD.Theriault  
ValentinMoraRamos  
MariaRamos  
MarioLopes  
MariaLora  
DavidBereshleyn  
TammyAnderS on

**Attendanceat8/21/03PublicHearing/RAB  
Meeting (Reconvenedto discusschangestoCFP )**

BettyJeanTilton  
SimonaAraujo  
JosefinaCruz  
Capt.RichardRuss  
ZulemaPolanco  
TammyAnderSon

# Salem Housing Authority PHA Plans

## Attachment 6 (MA055 d06)

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The Year 4 RAB and Public Hearing Comments are provided below:

### A. RAB Comments from 5/15/03 Meeting

There were 30 residents associated with the Salem Housing Authority who attended the first of the RAB Meetings on May 15, 2003. The Meeting was chaired by Ian Tink, Consultant.

Many of the RAB Members had received a copy of the Draft Plan prior to the meeting. Additional copies were handed out at the meeting to those who had not obtained a copy earlier.

A large proportion of the RAB, perhaps 40% did not speak English. Of these, with very few exceptions, Spanish was their primary language. Consequently, Jacqueline A. Guzman, Federal Programs Administrator for the Salem Housing Authority translated sentence by sentence as Ian Tink explained the Agency Planning process, and reviewed the Draft Plan.

In the course of reviewing the Draft Plan, there was some associated discussion concerning the Housing Authority's and the Salem community's approach to housing issues. Since almost all of the RAB Members were Section 8 tenants, there was a substantial discussion about the way in which the Section 8 program operates in Salem.

All of the RAB Members were encouraged to bring these concerns to the next RAB Meeting, to review the Draft Agency Plan, and to also put their thoughts and concerns in writing so that they could become attachments to the current Agency Plan.

## **B.RABCommentsfrom5/29/03Meeting**

Most attendees of the May 29<sup>th</sup> RAB Meeting came with copies of the Draft Agency Plan, however, additional copies were available as needed.

Several RAB Members spoke Spanish rather than English, so Jacqueline A. Guzman, Federal Programs Administrator for the Salem Housing Authority, translated as the meeting progressed.

It was requested by some Members who had not been at the previous RAB Meeting that Ian Tink provide a brief review of the Agency Planning Process and the current Draft Plan.

Following this review, Ian Tink asked the RAB Member to talk about their impressions about the Salem Housing Authority. Apart from more questions about the Section 8 Program, the RAB Member expressed their strong, unanimous support for the way in which the Salem Housing Authority is being managed.

The Meeting was concluded with an announcement of the Public Hearing, and all RAB Members were encouraged to attend.

## **C.PublicHearingCommentsfrom6/23/03PublicHearing**

Only one person, a RAB Member who had also attended both RAB Meetings, attended the Public Hearing. The person attending the Public Hearing had no specific comments; however, both the SHA and Consultant representatives engaged in a discussion with this individual on housing prices, housing policy, and other more global issues.

## **D.CommentsfromthePublic Hearing/ReconvenedRAB Meetingon8/21/03**

Pursuant to changes required by HUD on the SHA's Annual and Five-Year Capital Fund Program, the SHA conducted a second Public Hearing on August 21, 2003. This Public Hearing was duly advertised and all RAB Members were notified; therefore, the Public Hearing served as a RAB Meeting also. Six people, all of them RAB Members, attended the Public Hearing/Reconvened RAB Meeting. While there were questions on differences between Section 8 and Public Housing, there were no specific comments on the SHA's changes to the CFP.

# Salem Housing Authority PHA Plans

## Attachment 7 (MA055 d07)

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The SHA's Required Response to HUD on the Safety section of the PHAS Resident Survey is provided below:

### **Safety**

The safety issue was brought up as part of the Year 4 Agency Plan process and suggestions and recommendations were sought from the RAB. With respect to safety and security, it was unanimous among RAB Members that they felt safe in and around their units. Notwithstanding the fact that the RAB did not believe that safety was a significant issue, the SHA did complete a Security Study during Years 2 and 3 for the MA55 -3 development and will be implementing some of the recommended measures. Additionally, the Salem Housing Authority works closely with the Salem Police Department to ensure a safe and secure living environment for SHA residents and will continue, on an ongoing basis, to promote initiatives that will support the safety and security of SHA residents.

*As part of its on-going efforts, the SHA will continue to work with residents and through the Agency Plan process to identify other ways to improve safety and security.*