

ATTACHMENT NY504a03:

PROGRESS IN MEETING THE PHA'S MISSION AND GOALS AS DESCRIBED IN THE ANNUAL AND FIVE-YEAR PLANS:

The PHA has had measurable success in meeting several of its and Five-Year Plan Goals and the Mission Statement for the City of Fulton Section 8 Housing Agency with the following accomplishments noted in the first year:

- (a). Goal of increasing availability of decent, safe and affordable housing and Goal of improving quality of life and economic vitality:

The City of Fulton Community Development Agency previously acquired the former Oak Street School, issued a Request for proposals for development of a maximum of twelve (12) units of housing to be made available to senior citizens and submitted an application for funding to the New York State Housing Trust Funding Corporation for HTF or HOME funding. The City's application was not successful. However, the developer, Edgemere Development, Inc. of Rochester, New York, resubmitted the application in March 2002 and the City received notification of approval of funding in August 2002 from the NYS Division of Housing and Community Renewal for HTF /HOME funding for \$450,000 plus Low Interest Tax Credits. The City anticipates start of construction by end of 2002 with completion on or about 1 November 2003. A request submitted to the U.S. Dept. Housing and Urban Development's Buffalo Area Office for the conversion of twelve (12) Housing Choice Vouchers from their original designation as tenant-based assistance to project-based, an action which is necessary to ensure the financial viability of the project and address feasibility issues raised by developers attributed to the limited number of units which can be developed and to maximize affordability for low/mod seniors, the target population identified.

\$150,000 in CDBG funding will be utilized for development costs associated with rehab of the former elementary school to create an additional twelve (12) units of senior housing in the community. The Agency has conducted a Lead-Based Paint and Asbestos remediation survey.

- (b). Goal of improving the quality of assisted housing units:

The CDA absorbed the cost of HQS Certification for the City's Building and Codes Enforcement Officer. The Agency now employs a full-time Rehab and Housing Specialist who is certified in Housing Quality Standards as well as NYS Housing Code Certification. The Section 8 Housing Agency requires each landlord provide a Rental Permit for units to be assisted with Section 8 Program funding to ensure each unit meets not only HUD's HQS but the New York State Housing Code; ongoing targeted area investor-owned rehabilitation continues to address housing deficiencies in rental units throughout the City;

- (c). Goal of increasing assisted housing choices:

The Section 8 Agency utilizes a Video for briefings which provides information regarding requirements for participation, mobility, etc. The Video is used in addition to the standard Briefing Packets which provide information in written format and one-on-one briefing.

The Section 8 Agency will initiate a landlord training program to improve managerial and maintenance skills of participating landlords. However, when available, training will be offered to owners of all rental properties in the City at nominal charge;

(d). Improving Quality of Life and Economic Vitality:

The development of up to twelve (12) units of assisted housing for senior citizens at Oak Street School by 31 December 2003 will provide additional housing opportunities for Fulton's elderly lower income citizens in a scaled-down housing option within an older residential neighborhood;

CDBG funding provided Oswego County Opportunities, one of the County's largest human service providers, for expansion of Back Street Books & start-up of Back Street Bistro will continued to be monitored for low/mod job creation and Training. This business will utilize low/mod employees and the venue will provide business training to low/mod persons;

The Section 8 Housing Agency, in consultation with its Resident Advisory Board, continues to seek improved access to educational opportunities and information related to supportive services identified and available through a system of referral of eligible clients to Agencies providing supportive services, workshops, seminars, etc.

The Agency provides technical assistance for participants who wish to start their own business, purchase their first home or access a variety of supportive services available in the community. Debt and credit counseling, home maintenance and business training are available to Section 8 participants through the Fulton Section 8 Agency either inhouse or by contract with consultants;.

The Section 8 Housing Agency hosted two workshops for Section 8 Participants:

- In Fall of 2001, the Fulton Section 8 Housing Agency presented the Section 8 Community Showcase which provided information regarding health and child care, housing opportunities, educational opportunities; and community programs with representatives of most of the local human Service providers attending; Fulton Fire Dept. presented information regarding fire prevention and Fulton Police Dept. provided drug awareness information through its DARE Program;

- the Spring of 2002 the Section 8 Housing program hosted a Domestic Violence Awareness program.

(e). Ensure Equal Opportunity for All:

The PHA advertises monthly in local newspapers and on local radio station with regard to the availability of information and assistance with issues related to equal housing opportunity and the City's Fair Housing Law; The Fulton CDA is the City's Fair Housing Office and the Executive Director is the Fair Housing Officer.

Information has been provided to landlords and owners regarding the availability of funding for remediation of Lead Based paint where rental units house children four years and younger and/or diagnosed as having an elevated blood level;

The Agency continues to screen for prior history of violent criminal activity and history of drug activity for all household members and recently applied to New York State Division of Criminal Justice Services for limited access for purpose of

obtaining criminal history record information for applicants and participants of the Section 8 Rental Assistance Program through the NYSPIN (New York State Public Information Network) inquiry process to better access public records.

CDBG and HOME funding will continue to be used to ensure an adequate supply of rental units will be available and that units are safe, sanitary and affordable throughout the community; the Agency will continue to apply for additional increments of CDBG funding to support the City's Affordable Homeownership Program and to make units available and affordable for persons with disabilities, providing supplemental funding if necessary to ensure accessibility;

- (f). The Section 8 Agency took the following steps to improve Management functions in 2002:
 - 1. HQS inspections continued to be corrected in twenty (20) days instead of thirty (30) which has continued to improve overall housing quality of those units assisted through the Fulton Section 8 Housing Agency;
 - 2. The Section 8 Administrative Plan was last amended in 2001 to comply with all changes in Federal Regulations and Amendments were routinely sent to HUD for their review;
 - 3. The Agency Staff members continue to attend Section 8 Seminars and meetings related to training issues to improve overall performance and program administration.
 - 4. The Section 8 Agency executed a Cooperation Agreement between Section 8 Housing Agency and the Oswego County Dept. of Social Services intended to strengthen the relationship between the two entities as it relates to the provisions of the Agreement.
 - 5. The Section 8 Housing Agency is tracking all lease-ups to ensure 75% of applicants are within 30% of median income.

- (2). PHA Criteria for determining if there is a substantial deviation from the Section 8 Annual or Five-Year Plan or a significant amendment or modification of the Section 8 Annual or Five-Year Plan is necessary:

- (a). The Resident Advisory Board will review the Five-Year Plan periodically to monitor progress on short and long-term goals and will be provided information related to activities planned or underway that support the goals;

The Resident Advisory Board will make a determination prior to the start of the Annual and Five-Year Planning process with regard to whether the Agency is continuing to move toward completion of those goals established or if goals remain unmet; whether the Plan should be modified to reflect changes which occur. The determination made by the Resident Advisory Board will be reviewed by the Agency Board of Directors and a Resolution to amend or modify the Five-Year Plan will be required prior to start of amendment which approves an amendment or modification.

No major Plan amendments are anticipated.

ATTACHMENT NY504b03:

MEMBERSHIP OF THE RESIDENT ADVISORY BOARD

The Fulton Section 8 Housing Agency has two rental assistance participants on the Resident Advisory Board. They were appointed by the Agency to become members and will be able to remain on the Board for as long as they wish. The names of the participants are: Betty Guernsey and Constance Renaud.

Other Members, who were also appointed, include:

Carol Rutledge, Executive Director, Community Development Agency (CDA)

Jeffrey Hodge, Assistant Director, CDA

Joseph Fiumara, Special Projects Coordinator, CDA

Sharon Auser, Family Self-Sufficiency Program, CDA

Penny Birckhead, Supervisor, Section 8 Housing Agency

Robin Clothier, Oswego County Catholic Charities

Cindy Collier, Fulton Youth and Family (FYF)

Terry Samson, Child Assistance Program (CAP), Oswego County Department of Social Services

Sue Calderone, Adult Services, Oswego County Department of Social Services

Joseph Jenkins, former Section 8 Participant

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

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 2003

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

**PHA Plan
Agency Identification**

PHA Name: FULTON SECTION 8 HOUSING AGENCY

PHA Number: NY504

PHA Fiscal Year Beginning: (01/2003)

Public Access to Information

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

- X 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)

- X 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)

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

5-Year Plan

PHA Fiscal Years 2000-2004

[24 CFR Part 903.5]

A. Mission

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

It is the mission of the City of Fulton, New York, through the Fulton Section 8 Housing Agency to promote and expand adequate affordable housing opportunities by encouraging development of new housing and preserving the City's housing stock, to encourage economic opportunity and ensure a quality living environment free from discrimination.

The Fulton Section 8 Housing Agency is committed to providing decent, safe and sanitary housing for very low income families while maintaining affordable rents; promoting fair housing and the opportunity for very low income families of all ethnic backgrounds to experience freedom of housing choice; and encouraging self-sufficiency for participating families while assisting in expansion of family opportunities which address educational, socio-economic, recreational and human services needs.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAs are strongly encouraged to identify quantifiable measures of success in reaching their objectives over the course of the 5 Years.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

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

- X PHA Goal: Expand the supply of assisted housing
Objectives:
 - Apply for additional rental vouchers:
 - X Reduce public housing vacancies: Seek available funding for renovation Of Pathfinder Courts Public Housing Project in order to promote greater utilization rate at Public housing facility;
 - Leverage private or other public funds to create additional housing opportunities: Seek funding for developers of new rental housing;
 - Acquire or build units or developments
 - X Other (list below)
 - X Complete Oak Street Senior Housing Project by 31 December 2003 to create twelve (12) units of Section 8 assisted senior Housing to be assisted through an allocation of up to twelve (12) Housing Choice Vouchers from existing approved allocation from tenant-based to Project-based subsidy;
- X Following review of 2000 Census Data, determine the feasibility of Purchase of Erie Street School from the City of Fulton School District to develop additional senior units if the need is evident and the District makes the school available;
- X PHA Goal: Improve the quality of assisted housing
Objectives:
 - Improve public housing management: (PHAS score)
 - X Improve voucher management: (SEMAP score)
 - X Increase customer satisfaction: through periodic training of Section 8 Housing Staff in several areas including H.Q.S. and sensitivity training
- X Concentrate on efforts to improve specific management functions:
 - a. H.Q.S. voucher unit inspections - provide ongoing training Updates for H.Q.S. inspection personnel
 - X Renovate or modernize public housing units: Assist with Funding applications for modernization of Fulton Housing Authority Pathfinder Courts Housing Project;

- X Seek funding to demolish or dispose of obsolete public housing:
 Provide replacement public housing:
 Provide replacement vouchers:
 Other: (list below)
- X Identify sources of funding for continuation of rehab assistance for
 Investor-owned properties to ensure quality housing stock for very low
 Income families;
- X Continue to require all landlords to provide evidence of having obtained
 A Rental Permit which requires NYS Code inspection;
- X PHA Goal: Increase assisted housing choices
 Objectives:
 X Continue to provide voucher mobility counseling: Continue to
 address
 in Briefing Video and coordinating in a brochure correlating with
 the video
 in addition to the client briefing packets already provided;
- X Conduct outreach efforts to potential voucher landlords: Provide
 information at all public meetings to encourage participation by new
 landlords in the community outside of areas of high low/mod
 concentrations;
- X Increase voucher payment standards: Continue to review and
 increase annually, as necessary.
 Implement voucher homeownership program:
 Implement public housing or other homeownership programs:
 Implement public housing site-based waiting lists:
- X Convert public housing to vouchers:
- X Other: (list below)
 Provide Landlord Training and/or Seminars for
 maintenance and management of rental properties outlining
 Housing Code and H.Q.S. requirements in addition to
 property management skills;

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:

- X Designate developments or buildings for particular resident groups (elderly, persons with disabilities) Facilitate completion of the development of maximum twelve (12) additional units of Section 8 assisted Senior Housing at Oak Street School by 31 December 2003;
Other: (list below)
- X Investigate purchase of Erie Street School for rehab/conversion to housing If property becomes available and need can be identified;
- X Continue to monitor Oswego County Opportunities (OCO) operation of Back Street Books and Bistro for job creation requirements which utilize low-income people and provide training opportunities for low/mod persons.
- X Expand outreach opportunities throughout a Section 8 Housing Community Showcase, which coordinates rental assistance with many local human services providers;

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

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

Objectives:

- X Increase the number and percentage of employed persons in assisted families: Continue to collaborate with Cayuga Community

College and Human Services providers to identify need for training

and workshops and provide assistance with scheduling and/or funding; Workshops are intended to provide information on a variety of topics including Self-improvement; child care, educational opportunities, personal hygiene, housekeeping and work skills development, drug and substance abuse, budgeting, nutrition and home maintenance.

X Provide or attract supportive services to improve assistance recipients' employability: Continue to coordinate and collaborate with Human Services Providers to support and schedule training, seminars And/or workshops which offer information and training in topics such as obtaining a G.E.D., availability of scholarships for higher education; availability of appropriate clothing for the work environmental through programs such as "Donna's Closet"; availability of day care and/or child care opportunities; self esteem; personal hygiene, communication skills, etc.

X 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

X PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

X Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: Continue to advertise in local papers and on radio information regarding the City's Fair Housing Law; Conduct informational meetings with new and prospective landlords to ensure equal housing opportunity;

X 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: Continue to seek rehab

grant/loan funding to ensure rental units available are safe, sanitary and affordable throughout the community; access information regarding applicant family's prior history with regard to drug and/or violent behavior; assist the City with both the DARE and Fire Prevention Programs; provide grant assistance to landlords with elimination of Lead Based Paint where units house children under the age of four or those with elevated blood levels;

X Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: Continue to seek Affordable Homeownership and rehab grant/loan funding and collaborate with entities which provide assistance to persons with disabilities to make improvements which ensure accessibility of rental units; provide funding to supplement the City's Affordable Homeownership Program where modifications are necessary to ensure accessibility;

Other: (list below)

Other PHA Goals and Objectives: (list below)

Promote upward mobility and greater self-sufficiency for clients by improving access to educational opportunities and supportive services necessary to achieve self-sufficiency; Coordinate scheduling of workshops and subsidize, as necessary, educational materials and training; sponsor G.E.D. Courses to encourage greater self-sufficiency.

The Section 8 Housing Agency and Resident Advisory Board have identified the need for better access to and greater participation in the achievement of Family Self-Sufficiency as its primary objective.

Activities proposed to meet this objective include:

- a. 1. Offer and subsidize, as needed, training and workshops to help clients attain self-sufficiency, as well as provide information to participants about existing training/workshops available;
2. Expand technical assistance and training; encourage participants to utilize the Microenterprise Program for technical assistance,

business training and low-interest loan funding;

3. Strengthen linkages between Section 8 Housing Agency and other Service providers to encourage greater understanding and accessibility to rental assistance program and programs which encourage and support efforts to attain Family Self Sufficiency including education opportunities , Donna's Closet, Etc.

Promote Homeownership as an Option with regard to Self-Sufficiency

And as an alternative to long-term rental assistance. Homeownership has been and will continue to be identified as an attainable goal for those seeking self-sufficiency. Activities proposed to meet these objectives include:

1. Continue to seek funding to expand the City's Affordable Homeownership Program. Program provides up front cash assistance with mortgage, closing cost and downpayment. Funding provided as a grant/deferred loan;
 2. Sponsor annual workshops for potential homebuyers to promote Homeownership, as a realistic and attainable housing choice/goal;

Program provides upfront cash grant to assist with underwriting of mortgage, closing costs and downpayment;
 3. Sponsor workshops for existing very low and low/mod homeowners on topics such as budgeting, maintenance and other pertinent topics; Provide counseling to enhance prospective low/mod Buyers family's ability to obtain and support a mortgage
- c: Construct new single-family housing units in conjunction with Fulton Community Revitalization Corporation, a not-for-profit, on vacant, City-owned parcels where demolition of deteriorated structure becomes necessary;
1. Encourage the City to recover tax delinquent, vacant, deteriorated structures and seek funding for demolition and new construction of new, affordable, single-family homes, providing homeownership funding, as necessary, to maximize affordability.
- d. Collaborate with the Dept. of Social Services and other human services providers to encourage continued advocacy for all clients, particularly those at 50% and 30% of median income:

1. Outreach and advocacy for clients with incomes at or below 30% and 50% of median income, particularly critical in helping clients become less dependent upon Federal and State Aid Programs. Several activities aimed at achieving this include:

Update video annually or as necessary and develop an accompanying written brochure to insure client briefing is clear and informative on the number and variety of human services available; (in addition to briefing packets provide each applicant family);

Provide minimum two (2) workshops annually on two specific topics (housekeeping skills and budget/debt & credit) and encourage all clients to attend;

- c. Improve accessibility to services available by establishing a Referral System from Human Service Providers/Agencies to the Fulton Section 8 Housing Agency and from the Fulton Section 8 Housing Agency to service providers;

Work with human service providers to streamline the Application process for all providers and implement One-Stop Advocacy throughout those services provided and available in the community:

Streamlining the often-complicated, repetitive application Process by helping to implement a one-stop referral center for all clients but particular those with incomes at or below 30% and 50% of median;

Continue to work with other Agencies to establish and staff a location which can house human service personnel to assist with emergency assistance with rent; provide information on how and where to access assistance with specific problems;

Annual PHA Plan PHA Fiscal Year 2003

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Streamlined Plan: Section 8 Housing Only

X Administering Section 8 Only

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The Fulton Community Development Agency administers the Fulton Section 8 Housing Program, Affordable Homeownership, Revolving and Microenterprise Loan and Housing Rehabilitation Programs and is responsible for ensuring that all programs are in conformance with The State's Consolidated Plan. Therefore, all housing needs identified are addressed and consistent with the State's Consolidated Plan and funding resources that can be brought to bear using CDBG, HOME, Section 8 Rental Assistance Programs and other local and state funding sources.

The Annual Plan which is attached hereto was developed by the City of Fulton Section 8 Housing Agency, hereinafter referred to as the HA in this document and accompanying Plan, in accordance with the Rules and Regulations promulgated by HUD.

The goals and objectives of this HA are contained in the Section 8 Annual and Five-Year Plan and the Section 8 Administrative Plan. These were written to comply with the HUD Guidelines, Rules and Regulations and Federal Law. The basis goals and objectives are:

1. To provide decent, safe and sanitary housing for very low income families while maintaining affordable rents;
2. To promote fair housing and the opportunity for very low-income families of all ethnic backgrounds to experience freedom of housing choice;
3. To encourage self-sufficiency for participant families and assist in the expansion of family opportunities, which address educational, socio-economic, recreational and other human services, needs;
4. To administer an efficient, high-performing Agency through improvement of the HA's support systems.

The HA does not plan to have any deviations from the Five-Year Plan.

This Plan was written after consultation with those parties and entities Identified in guidelines issued by HUD. All necessary accompanying documents are attached to the document, or are available upon request.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

Table of Contents

	<u>Page #</u>
Annual Plan	
Executive Summary	11
Table of Contents	12
1. Housing Needs	15
2. Financial Resource	
3. Policies on Eligibility, Selection and Admissions	22
4. Rent Determination	32
5. N/A - Operation and Management Policies	37
6. Grievance Procedures	38
7. N/A - Capital Improvement Needs	39
8. N/A - Demolition and/or Disposition	41
9. N/A - Designation of Housing	42
10. N/A - Conversion of Public Housing	43
11. Homeownership	44
12. N/A - Community Service and Self-Sufficiency	47

13. N/A - Safety and Crime Prevention	49
14. N/A Ownership of Pets In Public Housing	51
15. Civil Rights Certifications (included with PHA Plan Certifications)	51
16. Audit	51
17. N/A - Asset Management	51
18. Other Information	52
19. Progress Statements to Goals and Objectives - Attachment ny504a02	
20. Membership of the Resident Advisory Board - Attachment ny504b02	

Attachments

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

Required Attachments: N/A - Administering Section 8 Only

Admissions Policy for Deconcentration

FY 2001 Capital Fund Program Annual Statement

Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

PHA Management Organizational Chart - Attached

FY 2001 Capital Fund Program 5 Year Action Plan - N/A

Public Housing Drug Elimination Program (PHDEP) Plan - N/A

Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) No Comments Received

Other (List below, providing each attachment name)

NY504a01 _ PHA Certification of Compliance with the PHA Plans

NY504a02 _ Certification of Consistency with the Consolidated Plan

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	

- 5 Year and Annual Plans
- X Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement. 5 Year and Annual Plans
- X Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI) and any additional backup data to support statement of housing needs in the jurisdiction Annual Plan: Housing Needs
N/A Most recent board-approved operating budget for the public housing program
Annual Plan: Financial Resources;
- N/A Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP] Annual Plan: Eligibility, Selection, and Admissions Policies
- X Section 8 Administrative Plan Annual Plan: Eligibility, Selection, and Admissions Policies
Public Housing Deconcentration and Income Mixing Documentation: 1.PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 *Quality Housing and Work Responsibility Act Initial Guidance; Notice* and any further HUD guidance) and 2.Documentation of the required deconcentration and income mixing analysis Annual Plan: Eligibility, Selection, and Admissions Policies
Public housing rent determination policies, including the methodology for setting public housing flat rents check here if included in the public housing A & O Policy Annual Plan: Rent Determination Schedule of flat rents offered at each public housing development check here if included in the public housing A & O Policy Annual Plan: Rent Determination
- X Section 8 rent determination (payment standard) policies 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 check here if included in the public housing A & O Policy Annual Plan: Grievance Procedures
- X Section 8 informal review and hearing procedures check here if included in Section 8 Administrative Plan Annual Plan: Grievance Procedures
The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year Annual Plan: Capital Needs
Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant Annual Plan: Capital Needs Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option) Annual Plan: Capital Needs
Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing Annual Plan: Capital Needs
Approved or submitted applications for demolition and/or disposition of public housing Annual Plan: Demolition and Disposition

- Approved or submitted applications for designation of public housing (Designated Housing Plans) Annual Plan: Designation of Public Housing
- Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act Annual Plan: Conversion of Public Housing
- Approved or submitted public housing homeownership programs/plans Annual Plan: Homeownership
- X Policies governing any Section 8 Homeownership program check here if included in the Section 8 Administrative Plan Annual Plan: Homeownership
- X Any cooperative agreement between the PHA and the TANF agency Annual Plan: Community Service & Self-Sufficiency
- X FSS Action Plan/s for public housing and/or Section 8 Annual Plan: Self-Sufficiency
- X Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports Annual Plan: Community Service & Self-Sufficiency
- The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan) Annual Plan: Safety and Crime Prevention
- X The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any find Annual Plan: Annual Audit
- Troubled PHAs: MOA/Recovery Plan Troubled PHAs
- Other supporting documents (optional) (list individually; use as many lines as necessary) (specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type

Family Type	Overall	Afford-ability	Supply	Quality	Accessibility	Size	Location
Extremely Low Income <30%	828	5	3	3	3	3	3

AMI

Very Low Income (.30% but <50% of AMI)	605	5	3	3	3	3	3
Low Income (>50% but <80% of AMI)	465	5	3	3	3	3	3
Elderly	697	5	1	3	3	3	3
Families with Disabilities	836	5	5	3	5	2	2

Race/Ethnicity:

White	2,652	5	3	3	3	3	3
Black	34	5	3	3	3	3	3
Hispanic	85	5	3	3	3	3	3
Asian Pacific	38	5	3	3	3	3	3
American Indian	17	5	3	3	3	3	3

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

Consolidated Plan of the Jurisdiction/s

Indicate year: 2001

X

U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset 1990 Census Data

American Housing Survey data

Indicate year:

Other housing market study

Indicate year:

Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List

Waiting list type: **SECTION 8 TENANT-BASED RENTAL ASSISTANCE WAITING LIST**

	# of families	% of total families	Annual Turnover 31%
Waiting list total	184	100%	
Extremely low income (<30% AMI)	126	68%	
Very low income (>30% but <50% AMI)	58	32%	
Low income (>50% but <80% AMI)	0	0	
Families with children	169	92%	
Elderly families	6	3%	
Families with Disabilities	51	28%	
Race/ethnicity			
White	179	97%	
Black	3	2%	
Native/Hawaiian	2	1%	

Characteristics by Bedroom Size (Public Housing Only) **N/A**

- 1 BR
- 2 BR

- 3 BR
- 4 BR
- 5 BR
- 5+BR

Is the waiting list closed (select one)? No If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? No Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? N/A

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- X Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction: adjust annually
- X Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required: Maintain listing of Available units;
- X Maintain or increase Section 8 lease-up rates by marketing the program to

- owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase Section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- X Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

- Apply for additional Section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- X Pursue housing resources other than public housing or Section 8 tenant-based assistance, i.e., HOME , CDBG Program funding;
- Other: (list below)

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
- X Adopt rent policies to support and encourage work: Continue to encourage participation in FSS Program and continue to expand upon those relationships developed with Oswego County Opportunities, Catholic Charities and other human services;
- Providers to offer workshops and seminars geared at preparing participants for seeking and maintaining employment and becoming better citizens;
- 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: Continue to encourage participation in FSS Program
- Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available, as needed, for completion of Senior Housing at Oak Street School;
- Other: (list below)
- Investigate purchase of Erie Street School for development of additional Senior Housing units if need exists and structure becomes available;

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities (Arise and Enable)
- Other: (list below)
- Provide funding for rehab of units to accommodate persons/families With disabilities where financially feasible for the Agency;

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

- X Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
 - X 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:

- X Funding constraints
 - X Staffing constraints
 - X Limited availability of sites for assisted housing (new construction)
 - X Extent to which particular housing needs are met by other organizations in the community (DSS, Oswego County Section 8 Housing Agency, Arise and Enable);
 - X Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
 - X Influence of the housing market on PHA programs
 - X Community priorities regarding housing assistance
 - X Results of consultation with local or state government
 - X Results of consultation with residents and the Resident Advisory Board
 - X Results of consultation with advocacy groups
- Other: (list below)
- X Monitoring of Section 8 Waiting List in the City, the County and other providers of housing in the community;

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be

stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources of Funds:

	Section 8 Vouchers	Affordable Homeownership	HOUSING REHAB
SECTION 8 ACC	\$		
CURRENT YEAR FEDERAL GRANTS		\$200,000	\$200,000
PRIOR YEAR FEDERAL GRANT		\$200,000	\$200,000
RESERVES - SECTION 8	\$		

USE OF FUNDS:

Admin. Expenses	\$	\$		
Section 8 Payments	\$	\$		
OTHERS - CDBG/ HOME		\$400,000	\$400,000	\$300,000

SURPLUS/DEFICIT

NEW FAMILIES (INCREASE IN UNITS OVER PRIOR YEAR)	0	0
---	----------	----------

**TOTAL FAMILIES
ASSISTED**

TOTAL OBLIGATED BUT NOT YET DISBURSED:

\$150,000 from FY98 Small Cities CDBG Grant funding for rehab of Oak Street School will facilitate development of maximum twelve (12)

additional units of Section 8 assisted Senior Housing;

3. Public Housing Dwelling Rental Income

N/A - ADMINISTERING SECTION 8 ONLY

4. Other income (list below)

Program Income: Rehab recapture funds to be utilized for additional rehab activities within the community to ensure availability of quality rental units;

Affordable Homeownership recapture funds to be utilized for funding of additional AHO opportunities within the community;

4. Non-federal sources (list below)

Total resources \$

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing **N/A -ADMINISTERING SECTION 8 ONLY**

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

(1) Eligibility

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

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

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

Other: (describe)

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

Criminal or Drug-related activity

Rental history

Housekeeping
Other (describe)

- c. Yes: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. Yes: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)
 - Community-wide list
 - Sub-jurisdictional lists
 - Site-based waiting lists
 - Other (describe)
- b. Where may interested persons apply for admission to public housing?
 - PHA main administrative office
 - PHA development site management office
 - Other (list below)
- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3)**

Assignment

- 1. How many site-based waiting lists will the PHA operate in the coming year?
- 2. Yes No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously- HUD-approved site based waiting list plan)?
If yes, how many lists?
- 3. Yes No: May families be on more than one list simultaneously
If yes, how many lists?
- 4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

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

(3) Assignment

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- One
 - Two
 - Three or More
- b. Yes No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

- a. Income targeting:
Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:
In what circumstances will transfers take precedence over new admissions? (list below)
- Emergencies
 - Overhoused
 - Underhoused
 - Medical justification
 - Administrative reasons determined by the PHA (e.g., to permit modernization work)
 - Resident choice: (state circumstances below)
 - Other: (list below)

. 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**)

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

Date and Time

Former Federal preferences:

- Voluntary Displacement (Disaster, Government Action, Action of Housing
Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing

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

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

(5) Occupancy

- a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)
 The PHA-resident lease
 The PHA's Admissions and (Continued) Occupancy policy
 PHA briefing seminars or written materials
 Other source (list)
- b. How often must residents notify the PHA of changes in family composition? (select all that apply)
 At an annual reexamination and lease renewal
 Any time family composition changes
 At family request for revision
 Other (list)

(6) Deconcentration and Income Mixing

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

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

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

Adoption of site-based waiting lists

If selected, list targeted developments below:

Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

Employing new admission preferences at targeted developments

If selected, list targeted developments below:

Other (list policies and developments targeted below)

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

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

Additional affirmative marketing

Actions to improve the marketability of certain developments

Adoption or adjustment of ceiling rents for certain developments

Adoption of rent incentives to encourage deconcentration of poverty and income- mixing

Other (list below)

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

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

List (any applicable) developments below:

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

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

List (any applicable) developments below:

B. Section 8

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

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

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)
Criminal or drug-related activity only to the extent required by law or regulation ;

X Criminal and drug-related activity, more extensively than required by law or regulation: monitoring of newspapers, which publish information, related to criminal activity in the community with regard to applicants on waiting list

and participants on program;

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

Agency routinely screens for families who have left the program in "bad Standing owing for damage claims and/or repayment agreements in place

Due to old damage claims and repayment agreements executed as a result of failure to report income, etc.

a. Agency routinely screens for families who have left the program in "bad standing owing for damage claims and/or repayment agreements due to old damage claims and repayment agreements executed as a result of failure to report income, etc.

Yes Does the PHA request criminal records from local law enforcement agencies for screening purposes

c. Yes Does the PHA request criminal records from State law enforcement agencies for screening purposes? If local enforcement indicates further search necessary;

d: 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 applies)

X criminal or drug-related activity

X Other (describe below)

X Tenant family with a history of damage claims, housekeeping problems/vermin, history of failure to pay or late payment of tenant-portion of rent and/or utilities, history of incompatibility with other tenants in a multi-unit dwelling;

(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)

X None

Federal public housing

Federal moderate rehabilitation

Federal project-based certificate program

Other federal or local program (list below)

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

X PHA main administrative office

Other (list below)

(3) Search Time

a. Yes: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

If a family has been diligently searching for a unit but unable to find one;
family illness which has impacted the family's ability to search for housing;
and/or if a large family (five or more persons) is seeking housing;

(4) Admissions Preferences

a. Income targeting

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 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 Preference for Victims of Domestic Violence;
2. Which of the following admissions preferences does the PHA plan to employ in the coming year? (Select all that apply for either former Federal preferences or other preferences)

Former Federal preferences

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

X 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 point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

4. Among applicants on the waiting list with equal preference status, how are applicants selected?
- X Date and time of application
 - Drawing (lottery) or other random choice technique

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

- X the Section 8 Administrative Plan
- X Briefing sessions and written materials
Other (list below)
- X Video
- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
- X Through published notices
Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing - N/A ADMINISTERING SECTION 8 ONLY

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

(1) Income Based Rent Policies

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

- a. Use of discretionary policies: (select one)

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

---or---

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

- b. Minimum Rent

- 1. What amount best reflects the PHA's minimum rent?
\$0

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

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

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

For the earned income of a previously unemployed household member
For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

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

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

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

f. Rent re-determinations:

1. Between income 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
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or Percentage:
- Other:

- 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

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

The section 8 rent reasonableness study of comparable housing

Survey of rents listed in local newspaper

Survey of similar unassisted units in the neighborhood

Other (list/describe below)

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.

The Voucher Payment Standard has been adjusted to reflect 90% of the current Fair Market Rent for the Syracuse Metropolitan Statistical Area (MSA) and is reviewed adjusted annually, as needed. The "minimum family contribution" must be at least 10% of the monthly-adjusted income, or the minimum rent. The minimum rent is set a zero dollars (\$0) and the Agency shall apply exceptions as set forth in the HUD regulations and in Chapter 6 of the Section 8 Administrative Plan.

Administrative Plan.

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

X At or above 90% but below 100% of FMR
100% of FMR

Above 100% but at or below 110% of FMR

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

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

- X FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- X The PHA has chosen to serve additional families by adjusting the payment standard to within 92-95% of FMR
- X 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) N/A at this time.

- 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)

- X 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)

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

(2) Minimum Rent

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

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

b. Yes Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

The minimum rent for both the Voucher and Certificate Programs is set at zero (\$0) and the Agency shall apply exceptions as set forth in the HUD Regulations and in Chapter 6 of the Administrative Plan.

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

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.

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

The Executive Director oversees the Housing Agency, which employs one (1) Supervisor and two (2) Housing Assistants. The City of Fulton Community Development Agency Board of Directors is the Governing body of the Fulton Section 8 Housing Agency and is responsible for approval of all Administrative Policy.

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
---------------------	---	--------------------------

Section 8 Vouchers

29%

Special Purpose Section 8
Certificates/Vouchers:

FSS Vouchers

30

10%

Other Federal Programs(list individually)

C. Management and Maintenance Policies N/A ADMINISTERING SECTION 8 ONLY

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)

THE SECTION 8 ADMINISTRATIVE PLAN INCORPORATES ALL REQUIRED POLICIES REGARDING LOCAL ADMINISTRATION OF THE SECTION 8 RENTAL ASSISTANCE PROGRAM. THE ADMIN PLAN IS AVAILABLE FOR REVIEW AT THE OFFICE OF THE SECTION 8 HOUSING AGENCY BETWEEN THE HOURS OF 8:30 AND 4:30, MONDAY THROUGH FRIDAY.

6.PHA Grievance Procedures - N/A - ADMINISTERING SECTION 8 ONLY

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

7. Capital Improvement Needs - N/A ADMINISTERING SECTION 8 HOUSING ONLY

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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

-or-

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

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund) - N/A
ADMINSTERING SECTION 8
HOUSING ONLY

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

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

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

1. Development name:

2. Development (project) number:

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

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

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

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

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 - N/A - ADMINISTERING
SECTION
8 HOUSING ONLY

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description

1a. Development name: 1b. Development (project) number:

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

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities - N/A ADMINISTERING SECTION 8 HOUSING HOUSING ONLY

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description

- 1a. Development name: 1b. Development (project) number:

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

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

N/A

ADMINISTERING SECTION 8 ONLY

[24 CFR Part 903.7 9 (j)]

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

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

1. Yes No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)
2. Activity Description
 Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description

1a. Development name: 1b. Development (project) number:

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

The City of Fulton Community Development Agency developed and has administered an Affordable Homeownership Program funded through the auspices of HUD's FY92 Small Cities CDBG Program since FY 1992. We continue to seek additional CDBG Small Cities funding increments from annual competitive CDBG Small Cities rounds of funding to ensure additional homeownership opportunities for first-time low/mod, long-term renter with a preference for City of Fulton resident families.

AHO Program Guidelines require participants receive prepurchase

counseling sessions and attend post-purchase counseling and/or maintenance programs. Upfront cash assistance is provided to qualified low/mod income families for mortgage write-down and assistance with closing costs and downpayment requirements. The FSS Coordinator provides information regarding the AHO Program to all FSS participants, encouraging them to consider homeownership as they set their goals. Preference for funding is given former Section 8 and FSS participants.

To date, families have successfully made the transition from renter to homeowner as a result of CDBG Small Cities funding. The following table identifies statistics pertaining to the City's AHO Program:

Disabled Head /Spouse	Special Needs Member	Former Family Member	From Section 8 Participant	Minority Section 8 W/L	Female Family	Male H/H	H/H
-----------------------	----------------------	----------------------	----------------------------	------------------------	---------------	----------	-----

A. Public Housing N/A ADMINISTERING SECTION 8 ONLY

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

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPEI program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)

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

B. Section 8 Tenant Based Assistance

- 1. 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 N/A - AGENCY ADMINISTERING SECTION 8 ONLY

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

Yes Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 07/14/99

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

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

B. Services and programs offered to residents and participants

(1) General

a. self-sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs

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

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation

Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: 10/01/01:
---------	---	---

Section 8	30	
-----------	----	--

b. N/A: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?

If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

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

N/A Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies

N/A Informing residents of new policy on admission and reexamination

N/A Actively notifying residents of new policy at times in addition to admission and reexamination.

X Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services

X Establishing a protocol for exchange of information with all appropriate TANF agencies

Other: (list below)

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

13. PHA Safety and Crime Prevention Measures- N/A
ADMINISTERING SECTION 8 ONLY

[24 CFR Part 903.7 9 (m)]

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

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

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

High incidence of violent and/or drug-related crime in some or all of the PHA's developments

High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments

Residents fearful for their safety and/or the safety of their children

Observed lower-level crime, vandalism and/or graffiti

People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime

Other (describe below)

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

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

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

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

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

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

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

C. Coordination between PHA and the police

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases

Police regularly meet with the PHA management and residents
Agreement between PHA and local law enforcement agency for provision of
above-baseline law enforcement services

Other activities (list below)

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

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

Yes No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?

Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY - N/A ADMINISTERING SECTION 8 ONLY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes Is the PHA required to have an audit conducted under section

2. Yes Was the most recent fiscal audit submitted to HUD?

3. No Were there any findings as the result of that audit?

4. N/A If there were any findings, do any remain unresolved?

If yes, how many unresolved findings remain? ____

Have responses to any unresolved findings been submitted to HUD?

If not, when are they due (state below)?

17. PHA Asset Management - N/A ADMINISTERING SECTION 8 ONLY

[24 CFR Part 903.7 9 (q)]

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

A

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?

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

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. : Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

Attached at Attachment (File name)
Provided below:

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 - N/A ADMINISTERING SECTION 8 ONLY

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

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

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

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

 - c. Eligible voters: (select all that apply)
 - All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
 - Representatives of all PHA resident and assisted family organizations
 - Other (list)

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: **STATE OF NEW YORK**

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)

- X The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- X The PHA has participated in the consultation process organized and offered by the Consolidated Plan Agency in the development of the Consolidated Plan.
- X The PHA has consulted with the Consolidated Plan Agency during the development of this PHA Plan.
- X Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan with regard to housing needs of the poor and potentially homeless residents in our community:
 - a. Rehab - HOME and targeted area CDBG funding will provide both owner-occupied and investor-owned rehab to improve the quality of rental and/or owner-occupied housing for persons who are low and moderate-income; a significant number of rental units rehabilitated annually house Section 8 Program participants;
 - b. Affordable Homeownership: Provide increased homeownership opportunities for Fulton's low income, long-term renter families by assisting with downpayment and closing costs in addition to upfront mortgage write-down;
 - c. Lead-Based Paint Remediation: Grant and/or Loan funding available with preference given to landlords whose units house Section 8 participants to address units where Remediation of lead-based paint is necessary to ensure the health and safety of children under six in very-low income families;
 - d. Other: (list below):

The housing goals of the community are consistent with the New York State Consolidated Plan as outlined in number four (#4) below and as identified in the Certification of the PHA_s Consistency with State Consolidated Plan:

The City's housing goals continue to be rehab, AHO and Section 8 Rental Assistance which are consistent with the housing needs and goals identified in the State's Consolidated Plan with regard to the needs of the poor and potentially homeless residents of the community;

The City's housing goals, as identified, are consistent with the New York State Consolidated Plan with regard to the needs of the very low, low and moderate-income households in Fulton, as well as the growing needs of the City's and State's elderly and special needs populations.

Rehab and AHO activities are intended to stabilize neighborhoods in transition and ensure an adequate supply for rental or for purchase of safe, sanitary and

affordable units by low/mod persons through the City's Affordable Homeownership Program. Rehab will address the extent to which households live in overcrowded conditions and Section 8 assistance will address the extent to which occupants bear an excessive cost burden in paying for housing;

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

1. The Five-Year and Annual Plan of the City of Fulton, New York, Section 8 Housing Agency is consistent with the State of New York's Consolidated Plan in that the States objectives includes improving the ability of low and moderate-income New Yorkers to access rental housing and homeownership opportunities. The City's Annual and Five Year Plan recognizes and acknowledges the need to provide Section 8 Rental Assistance to very low income families; provide an opportunity for lower income families to seek self sufficiency and participate in first-time homeownership opportunities;

2. The States Consolidated Plan seeks to preserve and increase the supply of decent, safe and affordable housing available to low and moderate-income households; The City's Annual and Five-Year Plan is consistent with the States goals in providing rehab loan/grant assistance to ensure the availability of quality rental and owner-occupied units throughout the community;

3. The City of Flutings Five-Year and Annual PHA Plan identifies those residents in the City who will benefit (the poor and potentially homeless) for which the Fulton Section 8 Annual and Five-Year Plan shows a priority;

4. The City of Fulton Section 8 Housing Agency and the City of Fulton Community Development Agency will continue to affirmatively further Fair Housing in administering all Section 8 Housing Choice Voucher Program, the Community Development Block Grant Small Cities Program and the HOME Program funds.

5. The New York State Consolidated Plan goals are consistent with the Annual and Five-Year Plan in that the City hopes to address affordability by providing first-time homebuyer assistance to eligible low/mod families which provides upfront cash assistance with downpayment, closing costs. Preference for participation is given to FSS participants;

6. The City's Annual and Five-Year Plan is consistent the New York State Annual and Five-Year Plan in recognizing the age of the States housing inventory is such that there is a need to address Lead Based Paint. The City has CDBG funding to remediate lead based paint with a preference given to units which house Section 8 participants with a child identified as having an elevated blood level or is under the age of six;

7. The City's Annual and Five-Year Plan is consistent with the States Consolidated Plan goals of providing affordable housing units to the States growing very low income elderly population; Flutings Annual and Five-Year Plan goals include the rehab of a former elementary school building to provide an additional twelve (12) units of Section 8 assisted senior housing; the City's application for HTF funding/Low Income Housing Tax Credits was approved and we anticipate construction to begin by late fall with completion by 31 December 2003;

Other Information Required by HUD

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

Attachments

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

**PHA Plan
Table Library**

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

Annual Statement- N/A

Capital Fund Program (CFP) Part I: Summary Capital Fund Grant Number
FFY of Grant Approval: (MM/YYYY) Original Annual
Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	

- 13 1475 Nondwelling Equipment
- 14 1485 Demolition
- 15 1490 Replacement Reserve
- 16 1492 Moving to Work Demonstration
- 17 1495.1 Relocation Costs
- 18 1498 Mod Used for Development
- 19 1502 Contingency
- 20 **Amount of Annual Grant (Sum of lines 2-19)**
- 21 Amount of line 20 Related to LBP Activities
- 22 Amount of line 20 Related to Section 504 Compliance
- 23 Amount of line 20 Related to Security
- 24 Amount of line 20 Related to Energy Conservation Measures

Annual Statement - N/A

Capital Fund Program (CFP) Part II: Supporting Table

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

Annual Statement - N/A

Capital Fund Program (CFP) Part III: Implementation Schedule - NA

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

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

N/A PROVIDING SECTION 8 ASSISTANCE ONLY

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

Optional 5-Year Action Plan Tables

Development Number Development Name (or indicate PHA wide) Number Vacant Units % Vacancies in De

Description of Needed Physical Improvements or Management Improvements Estimated Cost Planned Start Da

Total estimated cost over next 5 years

**Optional Public Housing Asset Management Table - N/A
PROVIDING SECTION 8 ASSISTANCE ONLY**

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

**Public Housing Asset Management - N/A PROVIDING
SECTION 8 ASSISTANCE ONLY**

Development Identification	Activity Description		
Name, Number, and Location III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Number and Type of units	Capital Fund Program Parts II and Demolition / disposition <i>Component 8</i> Designated housing Co