

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

Small PHA Plan Update
Annual Plan for Fiscal Year: 2003

Town of Nassau

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

HUD 50075
OMB Approval No: 2577-0220
Expires: 03/31/2002

**PHA Plan
Agency Identification**

PHA Name: Town of Nassau

PHA Number: NY564

PHA Fiscal Year Beginning: 10/2003

PHA Plan Contact Information:

Name: **Town of Nassau Housing Agency**

Phone: **518-766-3556**

TDD: Email (if available):

Public Access to Information

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

- Main administrative office of the PHA
PHA development management offices

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

PHA Programs Administered:

Public Housing and Section 8 Section 8 Only Public Housing Only
c)
Small PHA Plan Update

Annual PHA Plan
Fiscal Year 2003
[24 CFR Part 903.71

i. Table of Contents

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

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<input checked="" type="checkbox"/> Attachment D: Summary of Progress	

ii. Executive Summary

[24 CFR Part 903.7 9 (r)]

At PHA option, provide a brief overview of the information in the Annual Plan

Optional and not required.

1. Summary of Policy or Program Changes for the Upcoming Year

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

12.7 ABATEMENT

End abatement when the unit passes inspection and resume the following month payment on the first. (no pro-rated months)

Based on comments made by members of the Resident Advisory Board, less emphasis will be placed on improving delivery of services than was contemplated in the Year 2003 Plan.

2. Voucher Homeownership Program

24 CFR Part 903.7 9 (k)]

A. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to next component; if "yes", describe each program using the table below (copy and complete questions for each program identified.)

B. Capacity of the PHA to Administer a Section 8 Homeownership Program

The PHA has demonstrated its capacity to administer the program by (select all that apply):

Establishing a minimum homeowner down payment requirement of at least 3 percent and requiring that at least 1 percent of the down payment comes from the family's resources

Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.

Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

3. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board (RAB) Recommendations and PHA Response

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

2. If yes, the comments are Attached at Attachment C YES

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

The PHA changed portions of the PHA Plan in response to comments

A list of these changes is included

Yes No: below or

Yes No: at the end of the RAB Comments in Attachment C.

- X Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the end of , the RAB Comments in Attachment C.

Other: (list below)

B. 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: **New York State**

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

The PHA has based its statement of needs of families in the Jurisdiction on the needs expressed in the Consolidated Plans.

The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

Activities to be undertaken by the PHA in the coming year are consistent with specific initiatives contained in the Consolidated Plan. (list such initiatives below)

Other: (list below)

3. PHA Requests for support from the Consolidated Plan Agency

Yes No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

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

The priority and objectives of the New York State Consolidated Plan for federal fiscal years 1996-2000 support this Agency Plan with the following statements in the Strategic Plan Section of the State's Consolidated Plan:

- 1. Preserve and increase the supply of decent, safe and affordable housing available to all low-and moderate-income households, and help identify and develop available resources to assist in the development of housing.**
- 2. Improve the ability of low and moderate income New Yorkers to access rental housing and homeownership opportunities.**

3. Address the shelter, housing, and service needs of the homeless poor and others with special needs.

C. Criteria for Substantial Deviation and Significant Amendments

1. Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHAs are required, to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition, of significant amendment is important because it defines when the PHA, will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

A. Substantial Deviation from the 5-year Plan:

A change **in the PHA** mission or a strategic goal will be considered a substantial deviation from the 5 year plan.

B. Significant Amendment or Modification to the Annual Plan:

Changes in or additions to the PHA mission; strategic goals; strategy for addressing needs; or policies governing eligibility, selection, and admission will be considered a significant amendment or modification to the PHA's 5-year and annual plan.

Attachment A

Supporting Documents Available for Review

PHAs are to 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	Related Plan Component
	PHA Plan Certifications of Compliance with the PHA XPlans and Related Regulations Plans	5 Year and Annual
	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Related Plan Component
	Fair Housing Documentation Supporting Fair Housing Certifications: 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
	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
	Most recent board-approved operating budget for the public housing program Financial Resources Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] Selection, and	Annual Plan: Annual Plan: Eligibility,
	Admissions Policies	
	Any policy governing occupancy of Police Officers in Public Housing	Annual Plan:
	_check here if included in the public housing	Eligibility,
A&O Policy	Selection, and Admissions Policies	
Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and	
X	Admissions Policies	
	Public housing rent determination policies. including the method for setting public housing flat rents	Annual Plan- Rent
	_check here if included in the public housing Determination	
	A & O Policy Schedule of flat rents offered at each public housing development	Annual Plan: Rent Determination
	check here if included in the public housing A & O Policy	
	Section 8 rent determination (payment standard) policies check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X		

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List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Related Plan Component
Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation) Results of latest binding Public Housing Assessment System (PHAS) Assessment	Maintenance Management and Operation	Annual Plan: Operations and
Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Operations and Maintenance and Community Service & Self-Sufficiency	Annual Plan:
Results of latest Section 8 Management Assessment System (SEMAP) Any required policies governing any Section 8 special housing types check here if included in Section 8 Administrative	Management and Maintenance	Annual Plan: Annual Plan: Operations and
Plan Public housing grievance procedures check here if included in the public housing A & O Policy		Annual Plan: Grievance Procedures Annual Plan:
Section 8 informal review and hearing procedures check here if included in Section 8		Grievance Procedures Annual Plan: Capital Needs
X Administrative Plan The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year		Annual Plan: Capital Needs Annual Plan: Capital Needs
Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants 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 Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).		Annual Plan: Capital Needs
Approved or submitted applications for demolition and/or disposition of public housing Disposition		Annual Plan: Demolition and

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Related Plan Component
Approved or submitted applications for designation of public housing (Designated Housing Plans)	Designation of Public Housing	Annual Plan:
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, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937		Annual Plan: Conversion of Public Housing
Approved or submitted public housing homeownership programs/plans	Homeownership	Annual Plan:
Policies governing any Section 8 Homeownership program (section of the Section 8 Administrative Plan)	Homeownership	Annual Plan:
Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies		Annual Plan: Community Service & Self-Sufficiency
FSS Action Plan/s for public housing and/or Section 8	Community Service & Self-Sufficiency	Annual Plan:
Section 3 documentation required by 24 CFR Part 135, Subpart E	Community Service & Self-Sufficiency	Annual Plan:
Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Community Service & Self-Sufficiency	Annual Plan:
The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report	Safety and Crime	Annual Plan:

Prevention

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HUD 50075
 OMB Approval No: 2577-0226
 Expires: 03/31/2002

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Related Plan Component
PHDEP-related documentation: Annual Plan:	<p>Baseline law enforcement services for public housing developments assisted under the PHDEP plan;</p> <p>Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15);</p> <p>Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities;</p> <p>Coordination with other law enforcement efforts;</p> <p>Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and</p> <p>All crime statistics and other relevant data (including Part I and specified Part 11 crimes) that establish need for the public housing sites assisted under the PHDEP Plan.</p>	Safety and Crime Prevention
Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G)	<input checked="" type="checkbox"/>	Pet Policy
The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	<input type="checkbox"/>	Annual Plan: Annual Audit
Troubled PHAs: MOA/Recovery Plan Other supporting documents (optional) (list individually; use as many lines as necessary)	<input type="checkbox"/>	Troubled PH (specify as n
Small PHA Plan Update Page8	<input type="checkbox"/>	
HUI) 50075 OMB Approval No: 2577-0226 Expires 03/31/2(X)2		

Required Attachment B: Membership of the Resident Advisory Board or Boards

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

Eighteen members of the Resident Advisory Board submitted comments on the Annual Plan. Those comments are summarized later in this document.

Although Attachment B requires that members be listed here, no such listing is provided since a large proportion of the members of the Resident Advisory Board submitted their comments anonymously. In addition, it is the policy of this PHA not to release names of Section 8 tenants to the public.

Names of Resident Advisory Board members are on file and will be released to appropriate HUD official only with assurances that such names will not be made public or posted in any document or vehicle that is accessible to the public.

o

Required Attachment C: Comments of Resident Advisory Board & Explanation of PHA

Response (30 out of 54 members offered comments)

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Plan Policies

Member Responses
Agree Disagree No Comment

1. Program Mission

23 1 1

The program's mission should be to provide affordable, decent, safe, and sanitary housing to elderly and disabled low-income families, as well as to other low-income families, as dictated by local needs.

*Not allow children to live with them 5 out of every 7 days of the week.

2. Program Size

6 15 4

There is no need to increase the size of the program beyond its current size by applying for additional funding from the Federal Government.

- It depends on the amount of money allowed for this program.
- It should be available to any family that needs the help.

3. Quality of Service

24 1 0

Over the next year there should be an emphasis on increasing tenant satisfaction with the program and improving management functions.

- There is always room for improvement.
- Very good service.
- There is always room for improved service in any program.

4. Self-Sufficiency

21 3 1

Promoting self-sufficiency by increasing the percentage of employed persons in the program, providing supportive services to assist tenants in gaining employment, and attracting supportive services to increase independence for the elderly or families with

disabilities should be goals of the program.

*The goals are fine, but I feel they need more help in the office and doing the paperwork.

5. Fair Housing 24 0 1

Staff should take extra measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, or disability.

*Mixed feelings on this.

*Any family that needs help should get in if they qualify for it.

6. Preferences 23 1 1

In providing assistance to applicants, preference should be given to residents of the community, the elderly, and the disabled.

* Unless a family has an emergency situation.

7. Home Ownership 15 4 6

Consideration should be given to allowing Section 8 tenants to use rental subsidies to purchase the house they rent, another house they wish to purchase, or to build a new house.

· As long as it is something moderate.

8. Additional Comments made by Members:

Thank you for the work you do and the service you provide. I can't tell you how much it has helped to reduce the ongoing stress of dealing with a disability with so few financial resources.

Members of the Resident Advisory Board that offered opinions generally agreed with the policies in the plan. There was disagreement on the program size with eleven of eighteen responses stating that they thought the size of the program should be increased.

Policies concerning the program mission, quality of service, self-sufficiency, fair housing, and preferences were endorsed by all respondents.

Policies endorsed by the membership of the residency advisory board will continue to be stressed in the Annual Plan. Because of the strong interest expressed by members of the resident Advisory board in a homeownership program, analysis of the viability of joining an existing homeownership program will be considered.

Required Attachment D: Brief Statement of Progress in Meeting the 5-Year Plan Mission and Goals

?A Resident advisory Board has been established and its membership has commented on the contents of the annual plan.