

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

PHA Plan

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: NEW YORK STATE DIVISION OF HOUSING
AND COMMUNITY RENEWAL**

PHA Number: NY902/NY903

PHA Fiscal Year Beginning: APRIL 2003

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

- Main administrative office of the PHA**
- PHA development management offices**
- PHA local offices**
- Main administrative office of the local government**
- Main administrative office of the County government**
- Main administrative office of the State government**
- Public library**
- PHA website**
- Other (list below): DHCR Regional Offices in Buffalo, Syracuse, and New York City**

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): DHCR Regional Offices in Buffalo, Syracuse and New York City**

Annual PHA Plan PHA Fiscal Year 2003

Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

High Performing PHA

Small Agency (<250 Public Housing Units)

Administering Section 8 Only

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.

Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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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.

- A. PHA Management Organizational Chart**
2. Statement of Progress
 3. Section 8 Homeownership Capacity Statement
 4. Resident Membership of the PHA Resident Advisory Board
 5. List of DHCR Section 8 Local Administrator Offices

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 row. All listed documents are available for review on display if applicable to the program activities conducted by the PHA.

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
	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	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: PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and	Annual Plan: Eligibility, Selection, and Admissions Policies

Applicable & On Display	Supporting Document	Applicable Plan Component
	18. Documentation of the required deconcentration and income mixing analysis	
	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 X 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 X 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	Annual Plan:

Applicable & On Display	Supporting Document	Applicable Plan Component
	program X check here if included in the Section 8 Administrative Plan	Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	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 (PHDEP) 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 findings	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

Family Type	Overall	1	2	3	4	5	6	7
Income <= 30% of AMI	795332	4	5	5	4	1	4	
Income >30% but <=50% of AMI	435064	4	4	4	4	1	4	
Income >50% but <80% of AMI	549381	2	3	3	3	1	3	
Elderly	518872	3	3	3	3	1	3	

Family Type	Overall 1	Afford- ability	Supply	Quality	Accessi- bility	Size	Location
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

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

Indicate year: 2001 - 2005

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

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	32,393		3411

Extremely low income <=30% AMI	22,944	70.8%	
Very low income (>30% but <=50% AMI)	6,222	19.2%	
Low income (>50% but <80% AMI)	1,707	5.2%	
Families with children	18,042	55.7%	
Elderly families	3,177	9.8%	
Families with Disabilities	1,228	3.7%	
Race: White	23,283	71.8%	
Race: Black	10,129	31.2%	
Ethnicity:- Hispanic	3,295	10.1%	
Is the waiting list closed (select one)? No Yes			

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**
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction**

- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below) Increase emphasis on FSS and/or homeownership options

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and

- other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[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

Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$ 190,833,940	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		

Sources	Planned \$	Planned Uses
3. Public Housing Dwelling Rental Income		
4. Other income (list below)		
4. Non-federal sources (list below)		
Total Resources	\$ 190, 833,940	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Section 8

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

(1) Eligibility

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).

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

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

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

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

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

NCIC-authorized source)

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

- Criminal or drug-related activity
 Other (describe below) - Name and address of previous landlord.

(2) Waiting List Organization

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

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

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

- PHA main administrative office
 Other (list below) - Individual Local Administrator Offices and Reasonable Accommodations for handicapped and disabled persons.

(3) Search Time

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

If yes, state circumstances below: When requested by applicants, especially in tight housing markets and reasonable accommodations for handicapped and disabled persons.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

X1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent (5) Special purpose section 8 assistance programs)

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

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s): Singles - See 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)
- 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
- 1** Other preference(s): Elderly/ Disabled/Handicapped singles before other singles.

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

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

- Through published notices
- Other (list below):
 1. Community Service Announcements (as necessary)
 2. Meetings and/or discussions with relevant advocacy groups.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. 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 (1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment

- _____ standard
- _____ Reflects market or submarket
- _____ Other (list below)

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

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

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

- _____ Annually
- Other (list below): As requested by Local Administrators

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management Policies

[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

~~Select one~~ (Select one) PHA's management structure and organization.

- An organization chart showing the PHA's management structure and organization is attached.

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	N/A	N/A
Section 8 Vouchers	29,972	3,000
Section 8 Certificates	-0-	-0-
Section 8 Mod Rehab	336	40
Special Purpose Section 8 Certificates/Vouchers		
FUP	914	90
Mainstream	626	60
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs(list individually)	N/A	N/A

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 (2) Section 8 Management: (list below)

A. PHA Administrative Plan

B. NYS DHCR Consolidated Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Section 8 Tenant-Based Assistance

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

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) - Local Administrator Offices under NYS DHCR jurisdiction.

7. Voucher Homeownership Programs Administered by the PHA

[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. Program Description:

(1) 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 was yes, which statement best describes the number of participants? (Select one)

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

(2) 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:

Section 8 Homeownership Program is limited to participants only. Participants must be:

- A) Enrolled in FSS
- B) Enrolled in another personal development program equivalent to FSS or
- C) FSS graduates who still receive Section 8 assistance.

8. PHA Community Service and Self-Sufficiency Programs

[24 CFR Part 903.79 (1)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this PHA Coordination with the Welfare (TANF) Agency sub-component C.

1. Cooperative agreements:

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

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

Yes No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents?

(2) Family Self Sufficiency Program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2003 Estimate)	Actual Number of Participants (As of: 03/01/2002)
Public Housing	N/A	N/A
Section 8	1914	1708

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

If no, list steps the PHA will take below:

NYS DHCR was awarded FSS Coordinator funding in FY 2000. This enabled the PHA to hire a full-time liaison to the DHCR Local Administrator offices and the Section 8 Task Force to further our existing goal of meeting the minimum FSS Program requirements. On-going FSS progress will be monitored via the NYS DHCR Statewide FSS Coordinator and Program Representatives during execution of SEMAP audits. This resulted in a 12% increase in FSS Participation over our FY 2001 figures.

NYS DHCR was awarded FSS Coordinator funding in FY 2002 in the amount of \$1,924,304. This enabled us to hire additional FSS coordinators in NY 902 and NY 903. This has enabled us to have an even more significant impact in the administration of our Statewide FSS Programs.

9. 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.

10. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved?
5. Yes No: Have responses to any unresolved findings been submitted to HUD? - N/A

11. Resident Advisory Board Recommendations

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

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

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937?

13. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here) - 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 Plan/s.

- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

In FY 2002, New York State was awarded 100 Family Unification Program Vouchers.

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

The State of New York recognizes the additional statutory requirements located at Section 105 (b) (11) and Section 105 (g) of the CHAS statute, as amended by the 1998 Appropriations Act. Although it must be recognized that these additional requirements place considerable unique burdens on a state with 207 Public Housing Authorities, the State of New York intends to comply with these additional requirements by conducting outreach consultations to the PHAs during Program Year 2003 to determine the needs of the PHAs and to identify ways in which the State can assist as the State prepares its appropriate response.

14. 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.

- A. Organizational Chart**
- B. FY 2002 Five-Year Plan Statement of Progress**
- C. Section 8 Homeownership Capacity Statement**
- D. Resident Membership of the PHA Resident Advisory Board**
- E. List of Section 8 Local Administrator Offices**

**A. Organizational Chart
NYS DHCR Statewide Section 8 Program
For Fiscal Year 2003**

See following page

B. Five-Year Plan Statement of Progress

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

housing.

2002 PHA Goals

A. Expand the supply of assisted housing by

1. Applying for additional rental vouchers:

FY 2003 Update: NYS DHCR will apply for the maximum Fair Share Vouchers and FUP when the NOFA becomes available.

B. Improve the quality of Assisted Housing

1. Improve Voucher Management (SEMAP Scores)

DHCR completed SEMAP Audits in our 52 county programs. Further opportunities to help Local Administrators improve SEMAP scores included the provision of providing hands-on assistance to LAs with low performance ratings. Continued emphasis on SEMAP will be conducted during the annual training conference in April 2003.

2. Increase Customer Satisfaction

Provided LAs will have on-going training opportunities on various program areas and enhancing the quality of information to Section 8 tenants.

C. Increase Assisted Housing Choices

1. Provide Mobility Counseling

DHCR will continue to conduct outreach to potential voucher landlords

2. Implement Voucher Homeownership Program

DHCR currently administers the Section 8 Homeownership Program in six (6) of our Local Administrator areas: Chautauqua, Genesee, Putnam, Suffolk, Ulster and Westchester Counties. In FY 2003, we will continue to assess the interest level and capacity of our local programs and expand the program appropriately.

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

A. PHA Goal: Provide an improved living environment

1. Improve housing opportunities by encouraging families to find units outside of poverty, minority, and/or ethnic concentration areas.

DHCR has continued to support the efforts of our Enhanced Section 8 Outreach Program (ESOP) in their efforts to place tenants in non-impacted areas of Yonkers and Westchester County.

3. HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals
 1. Increase the number and percentage of employed persons in assisted families:
Since 1998, DHCR has increased the number of its FSS participants to our current number of 1,708.
 2. Provide or attract supportive services to improve assistance recipients' employability
DHCR and its local FSS coordinators have continually worked with local jurisdictions to obtain counseling, training and employment services with local service organizations.
4. HUD Strategic Goal: Ensure Equal Opportunity in Housing for All Americans

DHCR has continually and will continue to implement the following PHA Goals:

1. Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status and disability.
2. 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.
3. Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.

C. Section 8 Homeownership Capacity Statement

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):

• New York State HOME Program is administered by the New York State Housing Trust Fund Corporation (HTFC). The program uses federal HOME Investment Partnership Program funds to expand the supply of decent, safe, and affordable housing within the State. For Federal fiscal year 2001, the State's allocation of HOME program funds was \$35,566,000.

• HOME Program funds a variety of activities through partnerships with counties, towns, cities, villages, private developers, and community-based non-profit housing organizations. The program provides funds to acquire, rehabilitate, or construct housing, or to provide assistance to low-income home-buyers and renters. Funds must be distributed in accordance with needs and priorities identified in the State's Consolidated Plan.

HOME Program funds may only be used to assist households with incomes at or below 80% of area median income. Rental projects must primarily serve households with income at or below 60% of area median income. Assisted rental units must remain affordable for a period of between five and 20 years, depending on the initial amount of subsidy provided for the project.

Fifteen percent of each allocation of HOME Program funds is reserved for qualified community housing development organizations (CHDO) in accordance with federal law. Of the remaining funds, a minimum of 80% is reserved for projects that are not located in communities that have been designated by HUD as participating jurisdictions.

D. Resident Membership of the PHA Resident Advisory Board

<u>Name</u>	<u>Method of Selection</u>	<u>Term of Office</u>
Susan Bard	Appointed	On-going
Tammy Cortes	Appointed	On-going
Matthew Davis	Appointed	On-going
Cindy McWilliams	Appointed	On-going
Susan Quay	Appointed	On-going
Toni Rodgers	Appointed	On-going
Sandra Spearance	Appointed	On-going
Lisa Volo	Appointed	On-going
Linda Williamson	Appointed	On-going



New York State Division of Housing and Community Renewal
25 Beaver Street
New York, NY 10004

Organizational Chart
Statewide Section 8 Program
FY 2003

Commissioner

Deputy Commissioner

Assistant Commissioner

Fiscal Manger

Statewide FSS Coordinator

**Local Administrators
Network**

- 52 Local Programs -

Secretary

**Statewide Section 8 Program
Coordinator**

/

**1 Senior Program
Representative**

/

3 Program Representatives

/

1 Administrative Assistant

/

1 Support Staff

**NEW YORK STATE DIVISION OF HOUSING AND COMMUNITY RENEWAL
STATEWIDE SECTION 8 PROGRAM
LIST OF SECTION 8 PROGRAM ADMINISTRATOR OFFICES
September 27, 2002**

Revision 1

COUNTY	LOCAL ADMINISTRATOR	OFFICE ADDRESS	PHONE	FAX NUMBER	E-MAIL ADDRESS	DHCR PROGRAM REP.	FSS COORD.	FUP COORD.
ALBANY/ SCHENECTADY	Yolanda Mott	Arbor Hill Development Corp. 241 Clinton Avenue Albany, New York 12210	(518) 463-9993	(518) 463-9995	ahdc@atecone.net	Vincent Fagon	N/A	
ALLEGANY	Darlene Brown	ACCORD Corporation P.O. Box 573 84 Schuyler Street Belmont, NY 14813	(585) 268-7605	(585) 268-7241	dbrown@accordcorp.org	Michael Bentil	Vickie Nydegger	Darlene Brown
CATTARAUGUS	Terri Stranburg	Cattaraugus Development Corp. 132 North Union Street, Suite 110 Olean, NY 14760	(716) 372-2550	(716) 372-9107	cattdev@adelphia.net	Michael Bentil	N/A	
CAYUGA	Helen Wilmot	Cayuga County Homsite Development Corp. 60 Clark Street Auburn, NY 13021	(315) 253-8451	(315) 255-6114	HELEN@HOMSITE.ORG	James Zeno	Helen Wilmot	Helen Wilmot
CHAUTAUQUA	Diane Salvo	Chautauqua Opportunities, Inc. 610 West Third Street Jamestown, NY 14701	(716) 661-9430	(716) 661-9436	Chaut9@cecomet.net	Michael Bentil	Diane Salvo	Diane Salvo
<u>COUNTY</u>	LOCAL ADMINISTRATOR	OFFICE ADDRESS	PHONE	FAX NUMBER	E-MAIL ADDRESS	DHCR PROGRAM REP.	FSS COORD.	FUP COORD.

CHEMUNG/ SCHUYLER/ STEUBEN	Judy Celelli	Tri-County Housing Council 143 Hibbard Rd. PO Box 451 Big Flats, NY 14814	(607) 562-2477	(607) 562-3856	jcelelli@tricityhousing.org	James Zeno	Betsy Gorman	Betty Taylor
CHENANGO	Brad Kolis	Opportunities for Chenango 44 West Main Street PO Box 470 Norwich, NY 13815-0470	(607) 334-7114 Ext. 234	(607) 336-6958	ofchouse@adelphia.net	James Zeno	Karen Glasbergen	
CLINTON	Carole Harsh	Clinton County Housing Program 135 Margaret Street, Suite 1 Plattsburgh, NY 12901- 2950	(518) 565-4698	(518) 563-2824	cchap1@westelcom.com	James Zeno	N/A	
COLUMBIA	Gail Paone	Columbia Opportunities, Inc. PO Box 88 Philmont, NY 12565	(518) 672-6612	(518) 672-7271	coi8@mhccable.com	Vincent Fagon	Nancy Rems	Gail A. Paone
DELAWARE	Mary Kilmer	Delaware Opportunities, Inc. 91 Townsend Street Walton, NY 13856	(607) 865-6424	(607) 865-6330	"Mary Kilmer"<housingoff@hotmail.c om	Vincent Fagon	Mary Kilmer	Mary Kilmer
DUTCHESS	Laura Taylor	Rural Opportunities, Inc. Hollobrook Park Plaza Building 3 29 Marshall Road, Suite 3F Wappingers Falls, NY 12590	(845) 298-8998	(845) 298-9021	roidutch@optonline.net	Michael Bentil	Lorraine Frazier	Lorraine Frazier

COUNTY	LOCAL ADMINISTRATOR	OFFICE ADDRESS	PHONE	FAX NUMBER	E-MAIL ADDRESS	DHCR PROGRAM REP.	FSS COORD.	FUP COORD.
ESSEX	Sue Reaser	Housing Assistance Program of Essex County,	(518) 873-6888	(518) 873-9102	esxhap1@westelcom.com	James Zeno	N/A	Sue Reaser

		Inc. P.O. Box 157 Church Street Elizabethtown, NY 12932						
FRANKLIN	Candace T. Breen	Franklin County Community Housing Council, Inc. 337 West Main Street Malone, NY 12953-1919	(518) 483-5934	(518) 483-0984	franklin@northnet.org	James Zeno	N/A	Greg Smith
GENESEE	Kevin Kennedy	Rural Opportunities, Inc. Genesee Country Mall Rm 8A 106 Main Street Batavia, NY 14020	(585) 343-3861	(585) 343-5442	rogen@iinc.com	Vincent Fagon	Pamela Stevens	Pamela Stevens
GREENE	Gail Kargoe	Greene County Planning Department 909 Greene County Office Building Cairo, NY 12413-9509	(518) 622-2593	(518) 622-9437	gcrental@mhccable.com	Vincent Fagon	Gail Kargoe	
HAMILTON	Amanda Seeley	Housing Assistance Program of Hamilton County, Inc. P.O. Box 207, Route 8 Lake Pleasant, NY 12108	(518) 548-5981	(518) 548-5602	hamcohap@Klink.Net	Michael Bentil	N/A	
HERKIMER /ONEIDA	J.C. Christian	Mohawk Valley Community Action Agency 327 King Street Herkimer, NY 13350	(315) 866-0030	(315) 866-7437	Herk8@aol.com	James Zeno	Ellen Jones	Ellen Jones
COUNTY	LOCAL ADMINISTRATOR	OFFICE ADDRESS	PHONE	FAX NUMBER	E-MAIL ADDRESS	DHCR PROGRAM REP.	FSS COORD.	FUP COORD.
JEFFERSON	Lila Youngs	Lewis County Opportunities, Inc. 749 LeRay Street Watertown, NY 13601	(315) 788-0193 ext. 14	(315) 782-3813	housing@twcny.rr.com	Michael Bentil	Skip Howe	Lila Youngs
LEWIS	Brenda Monnat	Lewis County	(315)	(315)	lhapdir@lcopps.org	Michael Bentil	Judy LaBrake	Brenda Monnat

		Opportunities, Inc. RR 3 Box 72 New Bremen, NY 13367-9313	376-8202 Ext. 238	376-8421				
LIVINGSTON	Ruth Swift	Livingston County Government Center 6 Court Street, Room 305 Geneseo, NY 14454-1043	(585) 243-7555	(585) 243-7126	rswift@co.livingston.ny.us	Michael Bentil	N/A	
MADISON	Betty Riggall	Madison Business Development Corp. P.O. Box 220 8 Eaton Street Morrisville, NY 13408	(315) 684-3222	(315) 684-7011	Madbus@dreamscape.com	James Zeno	Leigh Bracero	Betty Riggall
NASSAU	Connie Lassandro	Nassau County Office of Housing and Intergovernmental Affairs 100 County Seat Drive Mineola, NY 11501	(516) 571-0370 -0371	(516) 571-0844	Connie.Lassandro@mail.co.nas sau.ny.us	Vincent Fagon	None	
NEW YORK/ NYS DHCR (Bronx, Kings, New York, Queens, Richmond)	Linda Kedzierski	Subsidy Services Unit NYS Division of Housing and Community Renewal 25 Beaver Street, Room 666 New York, NY 10004	(212) 480-6672	(212) 480-6481	Lkedzierski@dher.state.ny.us	Vincent Fagon	Betty Mullins	Betty Mullins
COUNTY	LOCAL ADMINISTRATOR	OFFICE ADDRESS	PHONE	FAX NUMBER	E-MAIL ADDRESS	DHCR PROGRAM REP.	FSS COORD.	FUP COORD.
NIAGARA	Jeff Kline	City of Niagara Falls, Leased Housing Program 1022 Main Street P.O. Box 69 Niagara Falls, NY 14302-0069	(716) 286-8820 Jeff (716) 286-8823	(716) 286-8824	jkline@falls.niagara.ny.us	Vincent Fagon	Denise Garner	
ONTARIO	Helen Sherman	Ontario County	(585)	(585)	helen.sherman@co.ontario.ny.u	Michael Bentil	Diane Biek	Janet Robson

		Department of Housing and Community Resources 3019 County Complex Drive Canandaigua, NY 14424	396-4046	396-7490	s			
ORANGE	Donna Osborne	Rural Opportunities, Inc. Playtogs Plaza 130 Dolson Avenue, 3rd Fl. Middletown, NY 10940	(845) 343-0771	(845) 343-8494	Dosborne@ocroi.org	Vincent Fagon	Janice Fotopoulos	Janice Fotopoulos
ORLEANS	Sheila Allport	Orleans County Department of Housing Assistance 14016 Route 31 West Albion, NY 14411	(585) 589-3200	(585) 589-6571	sallport@eznet.net	Vincent Fagon	N/A	
OSWEGO	Dona Lee Falciatano	Oswego County Housing Assistance Program 46 East Bridge Street Oswego, NY 13126	(315) 349-8263	(315) 349-8417	donalee@oswegocounty.com	James Zeno	Deborah Wise	Dona Lee Falciatano

**COUNTYLOCAL ADMINISTRATOROFFICE
ADDRESSPHONEFAX
NUMBERE-MAIL
ADDRESSDHCR PROGRAM
REP. FSS
COORD.FUP
COORD.**

OTSEGO	Anthony Scalici	Otsego Rural Housing Assistance, Inc. 27 Railroad Avenue Cooperstown, NY 13326	(607) 547-9293	(607) 547-9282	otsrha@telenet.net	James Zeno	Anthony Scalici	
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PUTNAM	Connie Fagan	Putnam County Housing Corporation 11 Seminary Hill Road Carmel, NY 10512	(845) 225-8493 ext. 211	(845) 225-8532	Putsect8@aol.com	Michael Bentil	Terri Girolamo	
ROCKLAND	Joseph Abate	Rockland County Office of Community Development 151 South Main Street, Suite 212 New City, NY 10956	(845) 638-5199	(845) 638-5157	abatej@co.rockland.ny.us	Vincent Fagon	Maria Frank	Maria Frank
SARATOGA	Dottie O'Donnell	Saratoga County Rural Preservation Corp. 36 Church Avenue Balston Spa, NY 12020	(518) 885-0091	(518) 885-0998	RPC36@aol.com	Vincent Fagon	none	Sandy Hart
SENECA	Sue Gallagher	Seneca Housing, Inc. 13 West Main Street Waterloo, NY 13165	(315) 539-3409	(315) 539-2780	sensect8@flare.net	Michael Bentil	N/A	
ST. LAWRENCE	Tracy Moody	St. Lawrence County Community Development Program One Commerce Lane Canton, NY 13617	(315) 386-1102	(315) 386-1454	sect8stl@northnet.org	James Zeno	Tracy Moody	
SUFFOLK	Beverly Weinberg	Community Development Corporation of Long Island 2100 Middle County Road, Suite 300 Centereach, NY 11720	(631) 471-1215 Ext. 129	(631) 471-2167	bweinberg@cdcli.org	Vincent Fagon	Eileen Anderson	Patricia Albertina
COUNTY	LOCAL ADMINISTRATOR	OFFICE ADDRESS	PHONE	FAX NUMBER	E-MAIL ADDRESS	DHCR PROGRAM REP.	FSS COORD.	FUP COORD.
SULLIVAN	Felicia Ramos	Rural Opportunities, Inc. Six Prince Street Monticello, NY 12701	(845) 794-4880	(845) 794-4939	framos.secteight@verizon.net	Vincent Fagon	Sandra Matthews	Sandra Matthews
TIOGA	Therese Gallo	Tioga Opportunities Program, Inc. P.O. Box 600	(607) 687-0707	(607) 687-2017	tgallo@tiogaopp.org	James Zeno	N/A	

		Owego, NY 13827						
TOMPKINS	Mike LaDue	Tompkins Community Action 701 Spencer Road Ithaca, NY 14850	(607) 273-8816	(607) 273-3293	Mike.Ladue@taction.org	James Zeno	Chris Makley	Mike LaDue
ULSTER	Kathy Maxwell	Rural Ulster Preservation Company 289 Fair Street Kingston, NY 12401	(845) 331-2140 ext. 206	(845) 331-6217	rupco@ulster.net	Michael Bentil	Lisa Hogan	Karen Hara
WASHINGTON	Robert Guillily	Washington County Housing Assistance Program P.O. Box 67 Fort Edward, NY 12828	(518) 747-6481	(518) 747-6489	wash8@capital.net	Vincent Fagon	N/A	
WAYNE	Jennifer Lake	Community Action in Self-Help, Inc. 48 Water Street Lyons, NY 14489	(315) 946-6992	(315) 946-3314	waynesect8@yahoo.com	Michael Bentil	N/A	
WESTCHESTER	Lucy Ortiz	Westchester County Planning Department Section 8 Rental Assistance Program 112 East Post Rd., 1st Floor White Plains, NY 10601	(914) 995-2420	(914) 995-5839	lvo2@westchestergov.com and Barbara Acosta bca1@westchestergov.com	James Zeno	Doreen Capozza dtc1@westchestergov.com	Maria Montera
COUNTY	LOCAL ADMINISTRATOR	OFFICE ADDRESS	PHONE	FAX NUMBER	E-MAIL ADDRESS	DHCR PROGRAM REP.	FSS COORD.	FUP COORD.
WESTCHESTER - ESOP	Theodora Bennett	Enhanced Section 8 Outreach Program 20 South Broadway, Suite 1102 Yonkers, NY 10701-3713	(914) 964-5519	(914) 964-6619	esop8@juno.com	Vincent Fagon	N/A	
WYOMING	Alan Bliss	Wyoming County Community Action, Inc. 6470 Route 20A, Suite 1	(585) 237-2600	(585) 237-2696	abliss@wccainc.org	Michael Bentil	Tammy Perry	Alan Bliss

		Perry, NY 14530						
YATES	Penelope Chapman	Rural Opportunities, Inc. 160 Main Street Penn Yan, NY 14527	(315) 536-7439	(315) 536-6169	roipy@eznet.net	Michael Bentil	Penelope Chapman	

George E. Pataki
Governor



Judith A. Calogero
Commissioner

New York State Division of Housing and Community Renewal

25 Beaver Street
New York, NY 10004

**Notes from
September 28, 2002
FY 2003 PHA Plan
Resident Advisory Board Meeting
Albany, New York**

Attendance:

Vincent Fagon,

Senior Program Representative
Statewide Section 8 Program
NYS DHCR

Patricia Watler Johnson,

Special Projects Coordinator
Statewide Section 8 Program
NYS DHCR

Susan Bard, Tompkins County

PHA Plan Resident Advisory Board Member
Statewide Section 8 Program
NYS DHCR

Matthew Davis, Niagara County

PHA Plan Resident Advisory Board Member
Statewide Section 8 Program
NYS DHCR

Tammy Cortes, New York County

PHA Plan Resident Advisory Board Member
Statewide Section 8 Program
NYS DHCR

1. **Roundtable Discussion**

- a. Display of PHA Plan - 45-day requirement
Put the DHCR plan on the internet for public viewing.
Display the plan in the local library
Discuss display & review options with agency press office
Display the Public Notice in each Local Administrator Office; the LA will then be able to notify each of the interested parties (individuals & organizations) in their area jurisdictions.
Can DHCR send copies of the notices to Resident Advisory Board Members?
- b. Project Based Section 8
Board members unanimously agreed that project based vouchers would be a viable option in their respective counties.
- c. Section 8 Homeownership
Board members unanimously agreed that Section 8 Homeownership vouchers would be a viable option in their respective counties.

2. **Advisory Board Members**

If an advisory board member misses one (1) meeting, a letter should be sent to them inquiring about their interest on the board. If the member does not reply, they will be removed from the board and DHCR will select another board member. The letter will identify what steps will be taken in the event of non-participation and will stress the urgency of maintaining an active board. Prospective members should be advised that their participation or non-participation on the board will not affect their Section 8 status. Participation is voluntary, not mandatory. Bi-annual communications between DHCR and board members in January and June of each fiscal year.

3. **Meeting Frequency**

Bi-annual instead of annual meetings, to be held in September and April of each fiscal year. The September meeting will focus on the review of the PHA Plan and the April meeting will focus on discussions of various issues described in the PHA Plan and how each issue related to each board members county jurisdiction, as well as any other areas of discussion. Board members would like to have input in suggesting agenda items for the April 2003 meeting.

4. **Role of Resident Advisory Board Members**

Will Resident Advisory Board members have the opportunity to conduct outreach to other Section 8/Housing Choice Voucher Tenants in their county jurisdictions?

George E. Pataki
Governor



Judith A. Calogero
Commissioner

New York State Division of Housing and Community Renewal

25 Beaver Street
New York, NY 10004

**Notes from
September 28, 2002
FY 2003 PHA Plan
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Senior Program Representative
Statewide Section 8 Program
NYS DHCR

Patricia Watler Johnson,

Special Projects Coordinator
Statewide Section 8 Program
NYS DHCR

Susan Bard, Tompkins County

PHA Plan Resident Advisory Board Member
Statewide Section 8 Program
NYS DHCR

Matthew Davis, Niagara County

PHA Plan Resident Advisory Board Member
Statewide Section 8 Program
NYS DHCR

Tammy Cortes, New York County

PHA Plan Resident Advisory Board Member
Statewide Section 8 Program
NYS DHCR

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Recommendation was made to consider DHCR sending copies of the notices to Resident Advisory Board Members.

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opportunity to conduct outreach to other Section 8/Housing Choice Voucher Tenants in their county jurisdictions