

**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: Hamilton County PHA

PHA Number: OH 048

PHA Fiscal Year Beginning: (mm/yyyy) 01/2003

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

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

Main business office of the PHA

Annual PHA Plan
PHA Fiscal Year 2003
[24 CFR Part 903.7]

Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Streamlined Plan:

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.

Executive Summary

The Hamilton County Public Housing Agency has prepared this Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

We have adopted the following Mission Statement to guide the activities of the Hamilton County Public Housing Agency.

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

We have also adopted the following goals and objectives for the next five years.

PHA Goal: Expand the supply of assisted housing

Objectives:

Apply for additional rental vouchers: The Hamilton County PHA shall apply for Vouchers when available under NOFAs issued by HUD. The goal shall be to apply for at least 100 Vouchers per year.

PHA Goal: Improve the quality of assisted housing

Objectives:

Improve voucher management: (SEMAP score) Although no SEMAP

score has yet been assigned, the Hamilton County PHA shall strive to attain a score of at least 90, with a goal of a score of 95 or higher.

PHA Goal: Increase assisted housing choices

Objectives:

Provide voucher mobility counseling: The Hamilton County PHA shall remain involved with the Regional Opportunity Counseling (ROC) Program, shall continue to serve on the Steering Committee, and shall use the services of the staff of the ROC Program to provide Voucher Mobility Counseling and other services.

Conduct outreach efforts to potential Voucher landlords: The Hamilton County PHA shall increase the amount of outreach to new potential Landlords, by working with the CMHA in their landlord outreach, with steering committee meetings and monthly landlord meetings. Also, efforts will be made to make presentations to Owner Groups about the new Housing Voucher Choice Program.

Increase Voucher Payment Standards: When FMR's are increased, the Hamilton County PHA shall make an assessment of the yearly budget and increase the Payment Standard to the new FMR's, if the budget can support this change.

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

Objectives:

Encourage use of the FSS Program:
Encourage enrollment of additional families into the Family Self Sufficiency Program, and work with the existing FSS families to complete the contract and secure an escrow account payment.

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: Hamilton County Public Housing Agency shall work with H.O.M.E. to educate the staff and the assisted families on the Fair Housing laws, and to encourage action when the law is not followed.

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: HCPHA shall work with H.O.M.E. to educate the staff and the assisted families on the Fair Housing laws, and to encourage action when the law is not followed.

Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: HCPHA shall work with H.O.M.E. to educate the staff and the assisted families on the Fair Housing laws, and to encourage action when the law is not followed.

Our Annual Plan is based on the premise that if we accomplish our goals and objectives we will be working towards the achievement of our mission.

The plans, statements, budget summary, policies, etc. set forth in the Annual Plan all lead towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and objectives and are consistent with the Consolidated Plan. Here are just a few highlights of our Annual Plan:

- We have adopted two local preferences -- for applicants who are homeless and for applicants who are veterans or families of veterans.
- Applicants will be selected from the waiting list by preference and in order of the date and time they applied (established via a lottery).
- We have established a minimum rent of \$-0-.
- We are going to utilize the published FMR's and the exception FMR's as our payment standard for the Section 8 Program.

In summary, we are on course to improve the condition of affordable housing in Hamilton County.

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. Consolidated Plan Excerpts
- B. PHA Management Organizational Chart
- C. Section 8 Homeownership Capacity Statement
- D. List of Resident Advisory Board Members

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.

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	Annual Plan: Housing Needs

Applicable & On Display	Supporting Document	Applicable Plan Component
	needs in the jurisdiction	
	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 1. 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 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)	Annual Plan: Capital

Applicable & On Display	Supporting Document	Applicable Plan Component
	for any active CIAP grant	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 X	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	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 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 factor on the housing needs for each family type, from 1 to 5, with 1 being 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 (Hamilton County and City of Cincinnati - years 2000-2004).

A 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)			
Regular and Welfare-to-Work/Family Unification			
	# of families	% of total families	Annual Turnover
Waiting list total	725		
Extremely low income <=30% AMI	645	89%	
Very low income (>30% but <=50% AMI)	80	11%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	580	80%	
Elderly families	22	3%	
Families with Disabilities	58	8%	
Race/ethnicity White	69	9.5%	

Race/ethnicity Black	656	90.5%	
Race/ethnicity Hispanic	5	.7%	
Race/ethnicity Unknown	0	0	
Is the waiting list closed (select one)? Yes			
If yes:			
B. How long has it been closed (# of months)? 1 1/2 years			
Does the PHA expect to reopen the list in the PHA Plan year? Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? Yes Applications are taken on an ongoing basis, as needed, through the Department of Human Services, for the Family Unification Program, and/or the Welfare-To-Work Program.			

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

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

Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

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

Select all that apply

Apply for additional section 8 units should they become available

B. Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

Apply for special-purpose vouchers targeted to the elderly, should they become available

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

(2) Reasons for Selecting Strategies

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

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

Results of consultation with residents and the Resident Advisory Board

Results of consultation with advocacy groups

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

Planned Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a Public Housing Operating Fund		
a Public Housing Capital Fund		
a HOPE VI Revitalization		
a HOPE VI Demolition		
a Annual Contributions for Section 8 Tenant-Based Assistance	17,750,000	
a Public Housing Drug Elimination Program (including any Technical Assistance funds)		
a Resident Opportunity and Self-Sufficiency Grants		
a Community Development Block Grant		
a HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income		

Sources	Planned \$	Planned Uses
4. Other income (list below)		
4. Non-federal sources (list below)		
Total resources	17,750,000	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

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).

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

Other (list below): Members of the household who are sex offenders registered under a State Registration Program

Screening for money owed to the PHA or CMHA.

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

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

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 apply)

Other (describe below):

Past tenancy information (upon request only)

2. **(2) Waiting List Organization**

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

None

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

Other (list below):

At selected sites when applications are being accepted

(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:

Outlined in Administrative Plan

(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 (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
Homelessness

Other preferences (select all that apply)
Veterans and veterans' families

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 (3)

Former Federal preferences
Homelessness (1)

Other preferences (select all that apply)
Veterans and veterans' families (2)

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

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

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
 Other (list below)

Section 8 Procedure Manual

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

Other (list below)

Through communication with the Hamilton County Department of Human Services

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

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 (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)

110% of FMR and exception FMR's

- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply). N/A
- c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply). A higher payment standard was chosen to increase the number and availability of rental units affordable to Voucher Holders.
- d. How often are payment standards reevaluated for adequacy? (select one)
Annually
- 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

(2) Minimum Rent

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

\$0

b. No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below). Not applicable

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

(select one) Describe the PHA's management structure and organization.

An organization chart showing the PHA's management structure and organization is attached. Attachment "B"

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing		
Section 8 Vouchers and Certificates	2345	350
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)	275 (Family Unification) 150 (Welfare To Work)	65
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

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

**Section 8 Administrative Plan
Section 8 Procedures Manual**

1. 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.

B. Section 8 Tenant-Based Assistance

- 1. Yes: 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:
None. Policies outline in Administrative Plan**

- 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**

11. Homeownership Programs Administered by the PHA

B. Section 8 Tenant Based Assistance

- 1. Yes: 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: 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 - for 1st year of operation, will reevaluate on a yearly basis.

~~26-50 participants~~

~~51 to 100 participants~~

~~more than 100 participants~~

b. PHA-established eligibility criteria

Yes: 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:

Must be a participant in FSS and/or Welfare-To-Work, unless elderly or disabled. Must be a participant of Section 8 for at least 1 year. Must be up-to-date on rent and utilities. Must have at least \$500 in a bank account.

1. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component C. Section 8 only 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? 04/23/99

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

Partner to administer a HUD Welfare-to-Work voucher program

Other (describe)- Partner to refer clients for Family Unification Program

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)

None Apply

b. Economic and Social self-sufficiency programs

None Apply

(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: DD/MM/YY)
Public Housing		
Section 8	287	283 8/1/02

b. Yes:

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:

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

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 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. **Yes:** 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? _____
5. **N/A:** Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

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/s? No
2. If yes, the comments are: (if comments were received, the PHA MUST select one)
3. In what manner did the PHA address those comments? (select all that apply)

N/A

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

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. **N/A:** 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.)

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here)

Hamilton County and City of Cincinnati

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.

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

The Consolidated Plan of Hamilton County identified rental assistance as a high need for the area, and funds have been committed and expended for Tenant Based Rental Assistance and Large Family Rental Housing.

D. Other Information Required by HUD

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

Statement of PHA's progress in meeting the mission and goals described in the Five Year Plan:

The Hamilton County PHA has made adequate progress in fulfilling its mission and goals described in the Five Year Plan. The PHA has continued to provide decent, safe and sanitary housing affordable to its participants during the past year. Applications have been submitted to HUD, for FSS Coordinator funds and additional Welfare to Work Vouchers. As yet, no SEMAP scores have been assigned by HUD. The Hamilton County PHA has continued to remain involved with the Regional Opportunity Counseling Program, it has outreached to new landlords and

to its existing landlords, and Payment Standards will be increased based on the new Fair Market Rents to be effective October 1, 2002. The Family Self Sufficiency Program has greatly increased in size, and has graduated many participants during the past year. The Welfare to Work Program has been successfully leased since January, 2001. The Hamilton County PHA has continued to work with Housing Opportunities Made Equal to ensure equal opportunity in housing for all participants.

Statement of basic criteria the PHA will use for determining a substantial deviation from its Five Year Plan, and a significant amendment or modification to its Five Year and Annual Plan:

A substantial deviation from the Five Year Plan will be defined as any change of the mission or goals contained in the Plan, which will affect at least 20% of the participants in the Program.

A significant amendment or modification to the Five Year and Annual Plans will be defined as any addition or deletion of a policy or goal, and any change to an existing policy or goal which affects at least 20% of the participants in the Program.

Attachments

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

**PHA Plan
Component 7
Table Library
Capital Fund Program Annual Statement
Parts I, II, and II**

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

Line No.	Summary by Development Account	Total Estimated
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	

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

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

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Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

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

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

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

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years				

