

U.S.DepartmentofHousingandUrbanDevelopment
OfficeofPublicandIndianHousing

PHAPlans

5YearPlanforFiscalYears2000 -2004
AnnualPlanforFiscalYear2003

**NOTE:THISPHAPLANSTEMPLATE(HUD50075) ISTOBECOMPLETEDIN
ACCORDANCEWITHINSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**

HUD50075
OMBApprovalNo:2577 -0226
Expires:03/31/2002

**PHA Plan
Agency Identification**

PHAName: Arlington Housing Authority

PHANumber: TX433

PHAFiscalYearBeginning:(mm/yyyy) 10/2002

Public Access to Information

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

- | | |
|-------------------------------------|---------------------------------------|
| <input checked="" type="checkbox"/> | Main administrative office of the PHA |
| <input type="checkbox"/> | PHA development management offices |
| <input type="checkbox"/> | PHA local offices |

Display Locations For PHA Plans and Supporting Documents

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

- | | |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Main administrative office of the PHA (includes all attachments) |
| <input type="checkbox"/> | PHA development management offices |
| <input type="checkbox"/> | PHA local offices |
| <input checked="" type="checkbox"/> | Main administrative office of the local government (Public Information Office) |
| <input type="checkbox"/> | Main administrative office of the County government |
| <input type="checkbox"/> | Main administrative office of the State government |
| <input checked="" type="checkbox"/> | Public library |
| <input type="checkbox"/> | PHA website |
| <input type="checkbox"/> | Other (list below) |

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

- | | |
|-------------------------------------|------------------------------------|
| <input checked="" type="checkbox"/> | Main business office of the PHA |
| <input type="checkbox"/> | PHA development management offices |
| <input type="checkbox"/> | Other (public library) |

5-YEAR PLAN
PHAF ISCAL YEARS 2000 -2004
[24CFRPart903.5]

A.Mission

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

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

The PH A's mission is: (state mission here)

Vision...

The Arlington Housing Authority will be recognized by the community as the leader in providing quality housing assistance for low -income individuals and families in the City of Arlington. We will provide a full range of housing opportunities and solutions to help enable clients to reach their highest potential. We will maintain the public's trust by demonstrating program knowledge, professionalism, integrity, and accountability.

Mission...

The mission of the A -rlington Housing Authority is to advocate for and pursue affordable housing opportunities for the maximum number of low -income individuals and families in Arlington by:

- Establishing partnerships with public or private community service providers;
- Effectively communicating with internal and external constituencies;
- Attracting and retaining knowledgeable staff and Board members by supporting professional development and personal opportunities; and
- Maintaining and improving fiscal accountability and operation -al efficiency.

AHA will serve the community and create an environment in which all citizens may support and participate in achieving the AHA vision.

Core Values...

COMPASSION -Understanding unique client needs;
Seeking to make a difference; treating clients with respect, empathy, and dignity.

COMMITMENT -Helping others with urgency, thoroughness, and dedication, providing flexibility of choices.

CREDIBILITY -Demonstrating honesty, integrity, knowledge, reliability, and fairness while maintaining the highest ethical standards; fostering accountability, excellence, and financial stability and efficiency.

COOPERATION -Developing community partnerships; being open to new ideas; initiating contacts and sharing information with all constituencies.

Strategies

- Maximize integration of public and private services and resources
- Utilize appropriate housing programs to increase client opportunities and choices
- Leverage resources and maintain financial strength
- Emphasize public relations to improve AHA image
- Demonstrate program integrity to earn public trust
- Recognize employee and volunteer contributions

B.Goals

The goals and objectives listed below are derived from HUD’s strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD -suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS**. (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHA should identify these measures in the space to the right of the stated objectives.

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

PHA Goal: *Expand the supply of assisted housing*

Objectives:

x	Apply for additional rental vouchers
	Reduce public housing vacancies
x	Leverage private or other public funds to create additional housing opportunities
	Acquire or build units or developments
x	Other (list below) Increase outreach efforts to property owners and increase active property owners. From Jan 10, 2003, to May 20, 2003, the AHA has added approximately <u>50</u> new property owners per month to its list each month. During this four month period, the number of active property owners increased from <u>521</u> to <u>729</u> (a 40% increase). The AHA will use this January 10, 2003 baseline to determine the increases in participation for the remainder of the year.

PHA Goal: *Improve the quality of assisted housing*

Objectives:

	Improve public housing management: (PHAS score)
x	Improve voucher management: (SEMAP score)
x	Increase customer satisfaction
x	Concentrate one effort to improve specific management functions

In 2002 -2003, the AHA improved customer service (and satisfaction) for its clients and property owners to meet its goal of "helping others with urgency, thoroughness, and dedication" by upgrading the AHA's communications system. The upgraded system reduces the amount of time that a caller will be on hold and also has expanded the AHA's voicemail capabilities.

In 2003, the AHA was informed that it had been rated as a "High Performer" on its 200 SEMAP submittal to HUD. 2

In 2003, the AHA continued to use its Fiscal Expenditure and Lease Up Model in order to optimize the use of the rental assistance budget for families served by the Section 8 Program, which allowed the AHA to serve the maximum number of client families. In 2002, the AHA received a NAHRO Award of Merit in Housing and Community Development for its development of the model.

- Renovate or modernize public housing units
- Demolish or dispose of obsolete public housing
- Provide replacement public housing:
- Provide replacement vouchers
- Other: (list below)

PHAGoal: *Increase assisted housing choices*
Objectives:

- Provide voucher mobility counseling
- Conduct outreach effort to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program
- Implement public housing or other homeownership programs
- Implement public housing site -based waiting lists
- Convert public housing to vouchers
- Other: (list below)

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

PHAGoal: *Provide an improved living environment*
Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments
- Implement public housing security improvements
- Designate developments or buildings for particular resident groups (elderly,

persons with disabilities)

Other:(list below)

Foster livable neighborhoods and celebrated diversity. By adopting the Payment Standard at 100% of the 50th percentile, Section 8 participants are able to rent units in portions of the City of Arlington outside of areas of the city with high poverty and minority concentrations.

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

PHAGoal: *Promote self-sufficiency and asset development of assisted households*

Objectives:

Increase the number and percentage of employed persons in assisted families

Provide or attract supportive services to improve assistancerecipients' Employability

Provide or attract supportive services to increase independence for the Elderly or families with disabilities

Other:(list below)

Work closely with local welfare-to-work programs so as to move FSS participants, who are also TANF recipients, into jobs, or educational or job training programs that achieve, or significantly move participants toward self-sufficiency.

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

PHAGoal: *Ensure equal opportunity and affirmatively further fair housing* objectives

Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability

Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability

Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required
The AHA informs clients about the City of Arlington's Architectural Barrier Removal Program which provides grants to make units accessible to persons with disabilities.

Other:(list below)

Other PHAGoals and Objectives:(list below)

AnnualPHAPlan
PHAFiscalYear2003
[24CFRPart903.7]

i. AnnualPlanType:

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

StandardPlan

StreamlinedPlan:

- | | |
|---|---|
| x | HighPerformingPHA |
| | SmallAgency(<250PublicHousingUnits) |
| x | AdministeringSection8Only |

InMayof2003,theAHahasbeeninformedbyHUDthatthePHAwasHighPerformer
forFY2002.

TroubledAgencyPlan

Executive Summary of the Annual PHA Plan

[24CFR Part 903.79(r)]

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

The Arlington Housing Authority (AHA) is pleased to report that steady progress has been made in FY 2003, in achieving the Five -Year Strategic Plan and Objectives. The AHA's Mission, Vision, and Core Values has served as the cornerstone of four efforts. HUD's strategic goals and objectives are reflected in AHA's Strategic Plan and Objectives. In the FY 2003 Annual Plan there is no change or deviation from the strategies, policies, and initiatives, in the HUD -approved Five -Year Plan.

The AHA Board of Commissioners held a public hearing on the Annual Plan July 2, 2003. The Resident Advisory Board's review of the Annual Plan was completed at their April 15, 2003 meeting.

Key strategies from the AHA's Mission Statement are incorporated into the AHA's Five -Year and Annual Plans. They are as follows:

- Maximizing integration of public and private services and resources
- Utilizing appropriate housing program to increase participant's opportunities
- Leveraging resources and maintaining financial strength
- Emphasizing public relations to improve the AHA's image
- Demonstrating program integrity to earn public trust
- Recognizing employee and volunteer contributions

AHA's Strategic Goal #1 – Expand the Availability of Affordable Housing

The AHA has successfully competed for federal rental assistance grants which have increased the availability of affordable housing for persons with special needs. These grants have between a three - year and five -year time frame, during which rental assistance is provided to eligible clients while they are endeavoring to become self -sufficient. In 2003, through collaboration with community service agencies which refer clients to the AHA for rental assistance, the AHA is providing rental assistance for up to 152 families under the special needs programs. Grants which were funded in 2002 which the AHA is still leasing up in 2003 are as follows:

- 2002 Shelter Plus Care - \$520,380 (15 vouchers for five years)
- 2002 HOME (TBRA) \$100,500 (10 vouchers for three years)
- 2002 Supportive Housing \$368,172 (28 vouchers for three years)
\$ 989,052 (53 voucher total)

In May of 2003, the AHA continues to serve 3,276 families through the Section 8 Program, which is the largest program administered by the AHA. The AHA's Contract Authority is \$20,974,188, which includes: 2,734 regular vouchers, 115 Preservation Vouchers, 175 Mainstream vouchers, 142 FSS vouchers, 99 Family Unification vouchers, and 11 Temporary Housing Vouchers.

AHA Strategic Goal #2 – Improve the Quality of Assisted Housing

The AHA strives to improve the quality of assisted housing by:

- improving voucher management (SEMAP score);
- increasing customer satisfaction; and
- concentrating on efforts to improve specific management functions.

In 2002 -2003, the AHA improved customer service (and satisfaction) for its clients and property owners to meet its goal of "helping others with urgency, thoroughness, and dedication" by upgrading the AHA's communication system. The upgraded system reduces the amount of time that a caller will be on hold and also has expanded the AHA's voicemail capabilities.

In 2003, the AHA was informed that it had been rated as a "High Performer" on its Fiscal Year 2003 SEMAP submittal to HUD.

In 2003, the AHA continued to use its Fiscal Expenditure and Lease Up Model in order to optimize the use of the Section 8 rental assistance budget which allowed the AHA to serve the maximum number of client families (in 2002, the AHA received a NAHRO Award of Merit in Housing and Community Development for its development of the model).

AHA Strategic Goal #3 – Increase Assisted Housing Choices, and to deconcentrate poverty, the AHA Board of Commissioners has

To help expand housing opportunities for all individuals and families, the AHA Board of Commissioners has:

- sought to enhance the implementation of a Section 8 Homeownership Initiative for FSS participants and leveraged city resources. In 2003, the AHA applied for HOME funds for a Mortgage Principal Buy -Down Program to help facilitate homeownership for FSS participants which increases assisted housing choices. The AHA also applied for renewed funding of for tenant-based transitional housing vouchers under the HOME Program; and
- established Fair Market Rents in this metropolitan area at the 100% of the 50th percentile, which has increased client choices in obtaining quality units in sections of the City of Arlington with low concentrations of poverty. In 2003, the AHA staff has augmented efforts to deconcentrate poverty by developing more precise maps based on the 2000 Census to give to prospective clients in their briefing packets which delineate low poverty areas of the city and surrounding areas (see: Attached). As of May 31, 2003 82% of AHA participant families live in portions of the City with less than 10% poverty concentrations.

Strategic Goal #4 – Provide an Improved Living Environment

To provide an improved living environment for AHA client families, the AHA strives to increase property owner participation in the Section 8 Program.

- During the 2003 FY, a roundtable was held with property owners and the AHA newsletter, *Housing Horizons*, was sent to property owners in order to increase participation and to provide pertinent information. As a result of these efforts, a landlord advisory council was developed in 2003. Meetings will be held quarterly with this council and AHA staff.
- The AHA also strives to maintain the quality of affordable housing by conducting yearly Housing Quality Standards (HQS) inspections at the time of recertification of all clients.
- In 2002 -2003, the AHA partnered with the City of Arlington Police Department and the Code Division of Neighborhood Services under the Crime Free Multi-Family Housing Program. This program provides avenues for property owners to screen tenants and thereby reduce the incidence of crime in their communities. Residents are provided crime prevention training. The Crime Free Multi-Family Housing Program also provides information about nuisance abatement and helps prevent the decline in property values caused by crime and neglect. The Neighborhood Services Department provided support to this program by working with owners to identify and correct code violations. The AHA markets this program to property owners through its semi-annual newsletter, *Housing Horizons*. In 2003 the AHA received a NAHRO Award of Merit for the Crime Free Multi-Family Housing Program.

AHA's Strategic Goal #5 – Promote Self-Sufficiency and Asset Development of Families and Individuals

In order to promote self-sufficiency and asset development of AHA families, the AHA strives to:

- increase the number and percentage of employed participants;
- expand partnership agreements with various community agencies to improve participant employability; and
- attain grant funding for FSS Coordinator to focus on welfare-to-work activities.

In FY03, the AHA received renewal of its FSS Grant for two FSS Coordinators in the amount of \$106,860. Through this funding, the AHA conducted seminars with FSS participants on topics aimed at enhancing their self-sufficiency skills and provided links to partner agencies which help FSS participants become self-sufficient.

AHA's Strategic Goal #6 – Ensure Equal Opportunity and Affirmatively Further Fair Housing Objectives:

To assist our families in obtaining housing opportunities, AHA will:

- support Fair Housing; and
- continue to contribute to the full realization of fair housing opportunities for all families.

Future Action

In order to achieve our Mission and Vision, the AHA will need to:

- continue proactive grantmanship;
- enhance self-sufficiency, asset development and expand affordable housing opportunities, to include Section 8 Homeownership; and
- leverage affordable housing resources through the creation of mixed-finance housing.

The AHA currently leverages the Homeownership Program by referring FSS participants to the Arlington Housing Finance Corporation for assistance with closing costs and downpayments. The AHA also leverages resources available through the HOME funded Architectural Barrier Removal Program. In 2003, HUD expanded opportunities for homeownership for Section 8 participants by allowing them to use one year's worth of their housing assistance payments towards downpayment and closing costs. This is anticipated to help more FSS families achieve their goal of homeownership.

In 2003, the AHA Board of Commissioners has discussed the possibility of developing a CHDO and utilizing its Administrative Reserve to purchase homes for rehabilitation and resale to FSS participants. No formal action was taken as a result of this discussion.

iii. Annual Plan Table of Contents

[24CFR Part 903.79(r)]

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

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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 filename in parentheses in the space to the right of the title.

Required Attachments:

Admissions Policy for Deconcentration. See: AHA Administrative Plan

FY2000 Capital Fund Program Annual Statement

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

Optional Attachments:

PHA Management Organizational Chart (see: p. 15)

FY2000 Capital Fund Program 5 Year Action Plan

Public Housing Drug Elimination Program (PHDEP) Plan

- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plantext)
- Other (List below, providing each attachment name)

Supporting Documents Available for Review

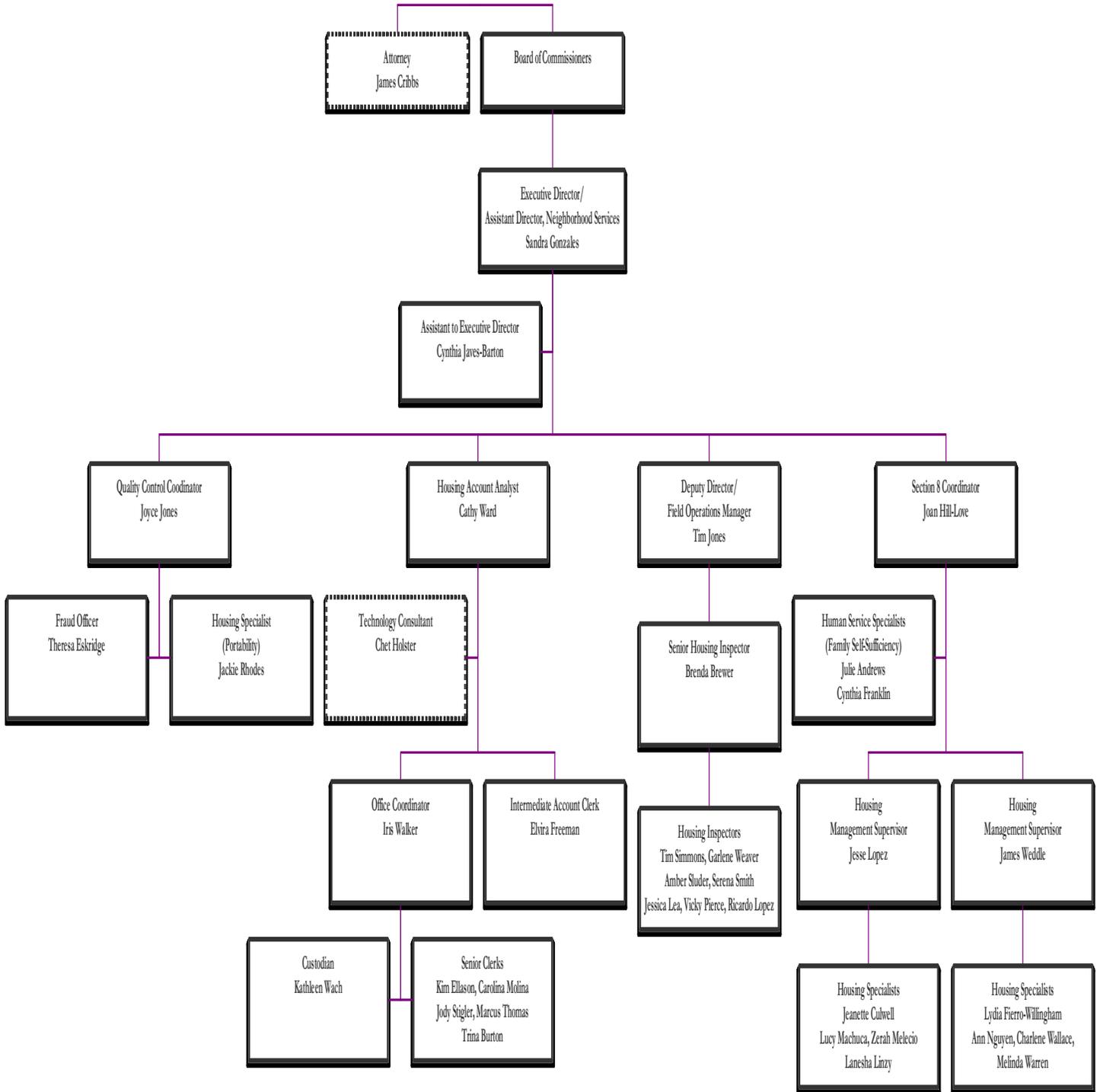
Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHAP Plan Certification 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/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
X	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: 1. PHA Board certifications of compliance with deconcentration requirements (section 16 (a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work</i>	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	Responsibility Act Initial Guidance; Notice and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	
	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> 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 <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> 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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	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 <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self - Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: 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
X	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
	Housing Needs Data and Rent Exception Area Map	

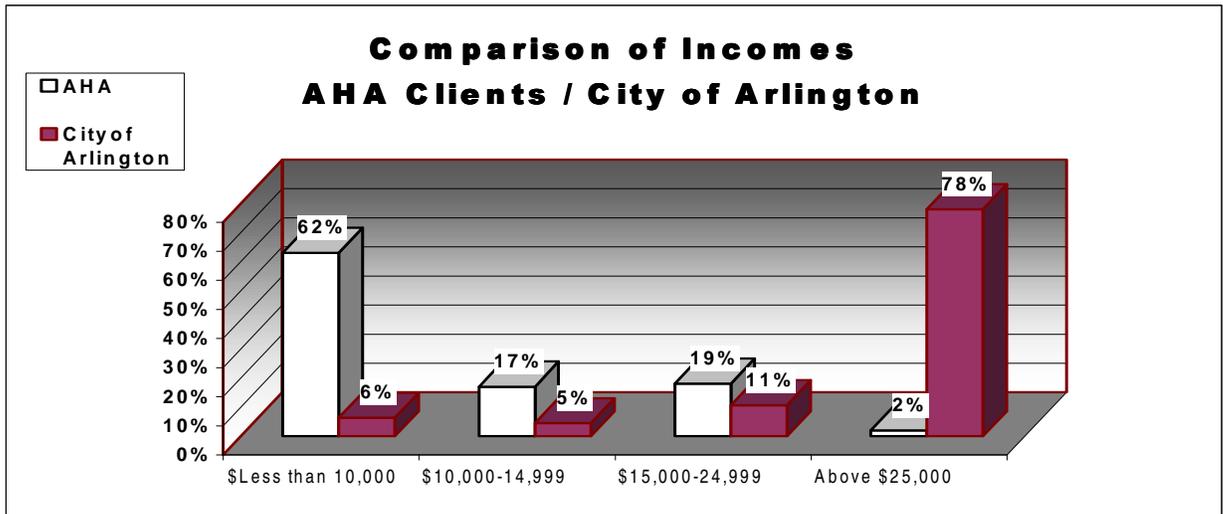
Arlington Housing Authority Organization Chart



1. Statement of Housing Needs

[24CFR Part 903.79(a)]

- As of May 1, 2003, 3,276 families received rental assistance through the AHA Section 8 Program. Most (66%) of the AHA client families are headed by females with two children. Fifty-six percent (56%) of the AHA's clients served are children under the age of 17. The average annual income for Section 8 Program participants is \$9,473. The proportion of AHA families at the poverty level is much greater than the City of Arlington as a whole. Sixty-two (62%) of AHA families have incomes below \$10,000. Based on HUD data for 2003, the median Fort Worth/Arlington metropolitan area is \$60,300. Therefore, the median income for AHA residents is about 16% of the metropolitan area.



According to the 2000 Census, the median rent in Arlington was \$635 a month. Since the median monthly income for AHA client families in 2003 was \$789.41 per month, due to their low-incomes, these families would be severely "overburdened" in their monthly housing costs. For these families, the cost to rent a median priced rental unit would equate to 67% of their monthly income. Therefore, without subsidized housing provided through the Section 8 Program, these families would not have opportunities for personal growth and development, proper nutrition, healthcare and expanded educational opportunities.

- Only 15% of AHA families receive welfare assistance. Twenty-three percent (23%) receive other forms of income (such as child support) and 40% are working. Yet, even the income from employment is not enough to lift these families out of poverty. In 2002, the average family received \$6,785 in voucher rental assistance, which brought their incomes to an average of \$15,916 per year. This elevated Section 8 families just above the U.S. Department of Health and Human Services' 2002 Poverty Guidelines for a family of three (\$15,020). The lack of public transportation in the City of Arlington is a major factor that compounds housing needs. It is particularly important for low-income families since it impacts low-income persons' job and housing choices.

- A significant percentage of AHA clients (31%) receive Supplemental Security Payments and pensions due to disability or other eligible criteria (such as the poor elderly). This is almost twice as many as the City of Arlington as a whole, where 15% of the population receives SSI and pensions. For the poor elderly, rental assistance often allows them to meet health care costs and to provide for proper nutrition or caregiver services.

Ethnicity Comparison		
City of	<u>AHA-Section8</u>	<u>Arlington</u>
White	24%	49%
Black	56%	14%
Hispanic	13%	18%
Asian	5%	6%
Other	2%	13%

- The AHA demographics in 2003 indicate a disproportionate need for rental assistance among minorities. Minorities (Black, Hispanic, Asian and Other) make up 76% of the AHA client population, compared to 51% of the City of Arlington as a whole. As Arlington has grown, it has also become more racially and ethnically

Demographics	1990 Census	2000 Census	Change
Population	261721	332969	127%
Race			
White	73.74%	49.40%	-24.34%
Black	8.40%	13.73%	5.33%
Hispanic	8.91%	18.30%	9.39%
American Indian	0.51%	0.54%	0.03%
Asian or Pacific Islander	3.92%	6.20%	2.28%
Two or More Races	0.00%	2.90%	2.90%
Other Race	4.52%	8.93%	4.41%
	100.00%	100.00%	

diverse as depicted above. In 1990, minorities comprised 26% of the City of Arlington's population. Per the 2000 Census data, minorities comprised 51% of the population.

- As of May 8, 2003, there were 4,793 applicants on AHA's waiting list. AHA applicants for rental assistance can expect to wait for more than two years before their names reach the top of AHA's waiting list. This waiting period indicates a significant need for safe and decent housing in our community that is affordable to very low-income families and individuals. The family composition of clients on the AHA's waiting list includes the following: 3,171 families with children (66% of total families), 287 elderly families (6% of total) and 882 families with disabilities (18% of total). Eight-two percent (82%) of the families on the AHA Waiting List have extremely low incomes.
- According to the Arlington Human Service Planners, *Arlington at the Millennium: A Profile of Arlington, Texas at the Turn of the Century*, in 2000, approximately 8% of Arlington residents were living below the poverty line. According to the City of Arlington's Consolidated Plan, the issue of housing affordability for low and moderate-income households is of primary importance because that is the group most in need of housing assistance. This group includes persons living below the poverty level as well as workers in retail, the Entertainment District, and service establishments who might not otherwise be able to both live and work in Arlington without a rental subsidy. This report goes on to state that there are many challenges to affordable housing in Arlington. Over the past few years, the high demand of rental units has driven the rental rates upward which reduced the availability of decent, and affordable housing.

As a result, many low-income families live in apartments that are substandard and overcrowded. Those with poor credit, or those who lack the financial resources to pay the required rental deposits, often live temporarily in extended stay motels at rates that are usually at or above the median rent in Arlington. Therefore, housing becomes an undue cost as a proportion to their income. When expenses exceed resources, many of these families end up living with relatives or friends in overcrowded conditions or at the local shelters. For families with disabilities, finding an apartment that is both affordable and accessible can be especially difficult. The older units in the worst condition tend to be the most affordable. According to the Census data, the vacancy rate for rental property has decreased over the past decade. In 1990 the vacancy rate was 13.5%. In 2000, the rental vacancy rate was 6.5%, which indicated a decrease in the supply of rental units.

- In the City's 2000-2005 Consolidated Plan, PCensus was used in estimates of the age, income, and racial distribution of Arlington residents. PCensus is a widely used commercial database that provides demographic estimates and projections based upon government data and commercial information. According to this study, about 2,450 new households (25 percent of the 9,258 net new households) will be low-income renters who will need rental assistance. Without this assistance they are likely to spend more than 30 percent of their income on rent.
- In 1999, approximately 9,000 households in Arlington with incomes of less than \$15,000 were cost-burdened in their current apartments or houses, according to a study completed by BBC Research and Consulting (BBC). BBC reported that approximately 600 new households each year between 1999 and 2003 will move to Arlington and need some type of rental subsidy to avoid being cost-burdened. The BBC study warned that there is an increasing mismatch between the housing available in Arlington and the jobs located in Arlington, especially for lower income service industry workers in the Entertainment District.

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Accessi-bility	Size	Location
Income <= 30% of AMI	6,165*	5	5	5	5	5	5
Income > 30% but <= 50% of AMI	5,277*	4	4	4	4	4	4
Income > 50% but < 80% of AMI	11,697*	3	3	3	3	3	3
Elderly	287**	5	5	5	5	5	5
Families with Disabilities	882**	5	5	5	5	5	5
White 0 to 30%	1,001**	5	5	5	5	5	5

Housing Needsof FamiliesintheJurisdiction byFamilyType							
FamilyType	Overall	Afford- ability	Supply	Quality	Accessi- bility	Size	Location
MFI							
Black0to30% MFI	2,082**	5	5	5	5	5	5
Hispanic0to 30%MFI	604**	5	5	5	5	5	5

*2000ConsolidatedPlan,p.A -67

**AHAWaitingListMay8,2003

WhatsourcesofinformationdidthePHAusetoconductthisanalysis?(Checkal lthatapply;all materialsmustbemadeavailableforpublicinspection.)

- ConsolidatedPlanoftheJurisdiction/s
Indicateyear: 2000p.A -67(basedon1990Census)
- U.S.Censusdata:theComprehensiveHousingAffordabilityStrategy("CHAS")dataset (1990)
- AmericanHousingSurveydata
Indicateyear:
- Otherhousingmarketstudy
Indicateyear: 1999-BBCResearchandConsulting"ArlingtonNeedsAnalysis"
- Othersources:(listandindicateyearofinformation)
AHAWaitingListMay8,2003

B. HousingNeedsofFamiliesonthePublicHousingandSec tion8Tenant -BasedAssistance WaitingLists

StatethehousingneedsofthefamiliesonthePHA'swaitinglist/s .Completeonetableforeach typeofPHA -widewaitinglistadministeredbythePHA. PHAsmayprovideseperatetablesfor site-basedorsub -jurisdictionalpublichousingwaitinglistsattheiroption.

HousingNeedsofFamiliesontheWaitingList			
Waitinglisttype:(selectone)			
<input checked="" type="checkbox"/> Section8tenant -basedassistance			
<input type="checkbox"/> PublicHousing			
<input type="checkbox"/> CombinedSe ction8andPublicHousing			
<input type="checkbox"/> PublicHousingSite -Basedorsub -jurisdictionalwaitinglist(optional) Ifused,identifywhichdevelopment/subjurisdiction:			
Asof05/08/03	#offamilies	%oftotalfamilies	AnnualTurnover
Waitinglis ttotal	4,793		
Extremelylow income<=30%AMI	3,923	82%	
Verylowincome (>30%but<=50% AMI)			

Housing Needs of Families on the Waiting List			
Low income (>50% but <80% AMI)			
Families with children	3,171	66%	
Elderly families	287	6%	
Families with Disabilities	882	18%	
White	1,195	25%	
Black	2,601	54%	
Hispanic	719	15%	
Asian	160	3%	
American Indian	371		
Not Reported	81	2%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	1,613		
2BR	1,643		
3BR	1,124		
4BR	346		
5+BR	67		
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to re-open the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

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.

AHA will seek to expand affordable housing opportunities for eligible families who live or work in Arlington or who are elderly or disabled. AHA's strategy for addressing the housing needs of the low-income families in our community involves flexible partnering with local government, nonprofits, property owners, lenders, advocacy groups, various social service providers and faith-based groups. Moreover, AHA will continue to utilize HUD funding for the Section 8 Program in a fashion that fosters stable and livable neighborhoods. In addition, the AHA will strive to enhance the self-sufficiency skills of FSS participants and to seek opportunities for them to become homeowners. The AHA also partners with local government and property owners to improve the quality of the housing stock in the City of Arlington. This will continue in the upcoming year. The AHA will continue to evaluate its management of HUD resources so as to serve the greatest number of client families in the most efficient manner possible, while maintaining excellence in customer service. Through these strategies, the AHA will meet the goals contained within its Mission and Vision Statements.

Strategies

Need: Shortage of affordable housing for alleligible 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 of 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 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 rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase Section 8 lease 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)

The AHA participates with City Grants Management Division in updating Housing Needs Analysis Study for the City of Arlington. The last study was last done in 1999 by BBC Research and Consulting. This study will be updated in 2004, when Consolidated Plan is updated. The AHA will fund a portion of the cost for this study.

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)

In 2002, the AHA was awarded additional 10 vouchers under HOME Program, 28 vouchers under the Supportive Housing Program, and 15 vouchers under the Shelter Plus Care Program. This brought the total of Special Needs Transitional Housing Voucher that the AHA is administering in 2003 to 152. In 2003, the AHA applied for an additional 10 vouchers for clients needing transitional housing under the HOME Program.

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

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

Select all that apply

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

As of May of 2003, 82% of AHA client families on the AHA's Waiting List have incomes which are below 30% of the AMI.

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

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

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

The AHA maintains a preference in admission for elderly and disabled clients and persons who live and/or work in Arlington.

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

The AHA maintains a preference in admission for elderly and disabled clients and persons who live and/or work in Arlington.

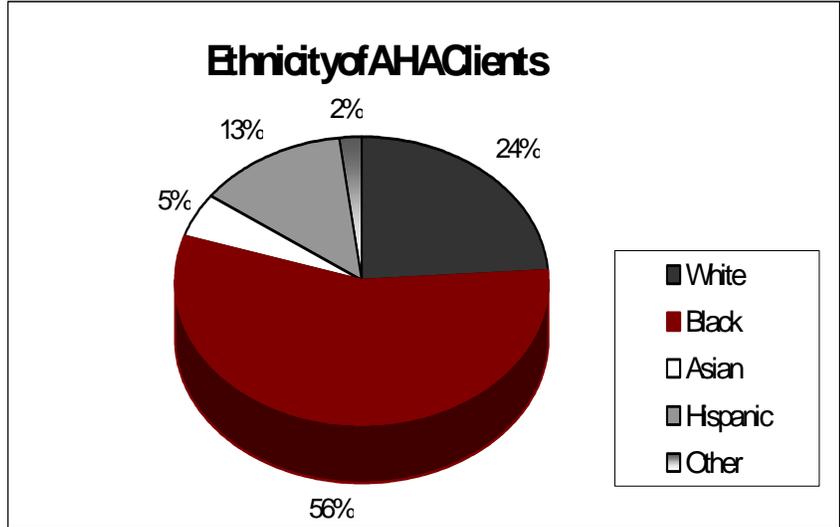
Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

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.

In 2003, the AHA client family population reflects a larger percentage of minorities than the City of Arlington as a whole. 56% are Black, 13% are Hispanic and 5% are Asian as depicted in the chart.



- 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)

In 2003, the AHA has developed more precise maps which delineate the concentration of poverty for Arlington and the surrounding communities. These maps are given to new clients sporting to the AHA and to new admission clients, as well as to persons applying for assistance.

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

(2) Reasons for Selecting Strategies

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

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

- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[24CFR Part 903.79(b)]

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

Financial Resources: Planned Sources and Uses (Projected as of 10/01/03)		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund	-0-	
b) Public Housing Capital Fund	-0-	
c) HOPEVI Revitalization	-0-	
d) HOPEVI Demolition	-0-	
e) Mod. Rehab	\$140,851 (1 month HAP) 13,677 (1 month admin.)	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	-0-	
g) Resident Opportunity and Self-Sufficiency Grants	-0-	
h) Community Development Block Grant	-0-	
HOMETBRA 2001 HOMETBRA 2002	\$156,656 (as of 10/1/03) \$100,500 (as of 10/1/03) \$10,050 Admin. earnings	Transitional Housing and Special Needs Populations
Other Federal Grants (list below)		
i) 2001 Fair Share	\$3,966,600	Section 8
2000 Mainstream Grant	\$1,155,000	Elderly and Disabled
k) 2002 SHP	\$358,248	Homeless Population
m) 2001 Shelter Plus Care 2002 Shelter Plus Care	\$213,440 \$520,380 (including admin. earnings)	Homeless Population

Financial Resources: Planned Sources and Uses (Projected as of 10/01/03)		
Sources	Planned \$	Planned Uses
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	Not Applicable	
4. Other income (list below)		
Family Self-Sufficiency	\$1,069,200	
Preservation Units	\$1,438,800	
Temporary Housing Program	\$99,000	
Family Unification	\$660,000	
Regular Section 8 Vouchers	\$17,179,800	
5. Non-federal sources (list below)		
Total resources (estimated as of 10/01/03)	\$20,446,800.00	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24CFR Part 903.79(c)]

A. Public Housing -NOT APPLICABLE -

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)

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

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

e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2) Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

b. Where may interested persons apply for admission to public housing?

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

c. If the PHA plan to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

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

If yes, how many lists?

3.

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

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

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

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Incometargeting:

- Yes No: DoesthePHAplantoexceedthefederaltargetingrequirementsbytargetingmore than40%ofallnewadmissionstopublichousingofamiliesatorbelow30% ofmedianareaincome?

b. Transferpolicies:

Inwhatcircumstanceswilltransferstakeprecedenceovernewadmissions?(listbelow)

- Emergencies
- Overhoused
- Underhoused
- Medicaljustification
- AdministrativereasonsdeterminedbythePHA(e.g.,topermitmodernizationwork)
- Residentchoice:(statecircumstancesbelow)
- Other:(listbelow)

c. Preferences

1. Yes No: HasthePHAestablishedpreferencesforadmissiontopublichousing(other thandateandtimeofapplication)?(If“no”isselected,skiptosubsection

(5) Occupancy)

1. WhichofthefollowingadmissionpreferencesdoesthePHAplantoemployinthecoming year?(selectallthatapplyfromeitherformerFederalpreferencesorotherpreferences)

FormerFederalpreferences:

- InvoluntaryDisplacement(Disaster,GovernmentAction,ActionofHousing Owner,Inaccessibility,PropertyDisposition)
- Victimsofdomesticviolence
- Substandardhousing
- Homelessness
- Highrentburden(rentis>50percentofincome)

Otherpreferences:(selectbelow)

- Workingfamiliesandthoseunabletoworkbecauseofageordisability
- Veteransandveterans’ families
- Residentswholiveand/orworkinthejurisdiction
- Thoseenrolledcurrentlyineducational,training,orupwardmobilityprograms
- Householdsthatcontributeomeetingincomegoals(broadrangeofincomes)
- Householdsthatcontributeomeetingincomerequirements(targeting)
- Thosepreviouslyenrolledineducational,training,orupwardmobility programs
- Victimsofreprisalsorhatecrimes
- Otherpreference(s)(listbelow)

PersonslivingorworkinginArlington

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

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

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 the jurisdiction (including elderly and disabled)
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

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

(6) Deconcentration and Income Mixing

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

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

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

Adoption of site -based waiting lists
If selected, list targeted developments below:

Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted development s below:

Employing new admission preferences at targeted developments
If selected, list targeted developments below:

Other (list policies and development s targeted below)

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

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

- Additional affirmative marketing
- Action to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income -mixing
- Other (list below)

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

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

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

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

List (any applicable) developments below:

B. Section 8

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

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

(1) Eligibility

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

Criminal or drug -related activity only to the extent required by law or regulation

Criminal and drug -related activity, more extensively than required by law or regulation.

The AHA does not have a time limit on criminal and drug activity. AHA considers the circumstances in each case. Criminal background checks are conducted at the initial determination of the participant's eligibility, and at the participant's annual reexamination.

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?

In 2003, the AHA began utilizing the State Department of Public Safety to access criminal records.

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)

As required by the Conforming Rule (CFR 982.307(b)(2)) the AHA provides the family's current property address, as shown in the AHA's records, and the name and address, if known, of the property owner at the family's current and prior address. The AHA informs owners/agents that AHA has not screened the family's behavior or suitability for tenancy and that such screening is the owner's responsibility.

(2) Waiting List Organization

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

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

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

- PHA main administrative office
- Other (list below)

(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:

Extensions are granted to the standard 60 -day period when applicants or participants are unable to lease decent and affordable housing despite demonstrable effort to do so.

(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 of families at or below 30% of median area income?

b. Preferences

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

AHA has a preference for persons who live and/or work in Arlington and for elderly and disabled persons.

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
- Highrentburden(rentis>50percentofincome)

Otherpreferences(selectallthatapply)

- Workingfamiliesandthoseunabletoworkbecauseofageordisability
- Veteransandveterans' families
- Residentswholiveand /orworkinyourjurisdiction
- Thoseenrolledcurrentlyineducational,training,orupwardmobilityprograms
- Householdsthatcontributeetomeetingincomegoals(broadrangeofincomes)
- Householdsthat contributeetomeetingincomerequirements(targeting)
- Thosepreviouslyenrolledineducational,training,orupwardmobilityprograms
- Victimsofreprisalsorhatecrimes
- Otherpreference(s)(listbelow)

Elderlyor disabledpersons

3.IfthePHAwillemployadmissionspreferences,pleaseprioritizebyplacinga“1”in thespace thatrepresentsyourfirstpriority,a“2”intheboxrepresentingyoursecondpriority,andsoon.If yougiveequalweighttooneorm oreofthesechoices(eitherthroughanabsolutehierarchyor throughapoints system),placethesamenumbernexttoeach.Thatmeansyoucanuse“1”more thanonce,“2”morethanonce,etc.

FormerFederalpreferences

- InvoluntaryDisplacement(Disaster,GovernmentAction,ActionofHousingOwner, Inaccessibility,PropertyDisposition)
- Victimsofdomesticviolence
- Substandardhousing
- Homelessness
- Highrentburden

Otherpreferences(selectallthatapply)

- Workingfamiliesandthoseunabletoworkbecauseofageordisability
- Veteransandveterans' families
- 1 Residentswholiveand/orworkinyourjurisdiction
- Thoseenrolledcurrentlyineducational,training,orupwardmobilityprograms
- Householdsthatcontributeetomeetingincomegoals(broadrangeofincomes)
- Householdsthatcontributeetomeetingincomerequirements(targeting)
- Thosepreviouslyenrolledineducational,training,orupwardmobilityprograms
- Victimsofreprisalsorhatecrimes
- 1 Otherpreference(s)(listbelow)

Elderlyordisabledpersons.

4.Amongapplicantsonthewaitinglistwiththequalpreferencestatus,howareapplicantsslected? (selectone)

- Dateandtimeofapplication
- Drawing(lottery)orotherrandomchoicetechnique

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

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

6. Relationship of preference 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 admission 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)

b. How does the PHA announce the availability of any special purpose Section 8 Program to the public?

- Through published notices
 Other (list below)

By notifying partner agencies that refer clients to the PHA for the special needs programs.

4. PHA Rent Determination Policies

[24CFR Part 903.79(d)]

A. Public Housing - NOT APPLICABLE -

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below _____ :

c. Rents set at less than 30% than adjusted income

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

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

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

- For the earned income of a previously unemployed household member
For increases in earned income
- Fixed amount (other than general rent _____ -setting policy)

If yes, state amount/s and circumstances below:

- Fixed percentage (other than general rent _____ -setting policy)

If yes, state percentage/s and circumstances below:

Tenant's rent portion will not be increased, prior to annual reexamination, unless the hourly wage increase exceeds one dollar an hour.

- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly _____ families
- Other (describe below)

e. Ceiling rents

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

- Yes for all developments
- Yes but only for some developments
- No

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

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

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

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

f. Rent determination:

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

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

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

(2) Flat Rents

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

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

B. Section 8 Tenant -Based Assistance

Exemptions: PHA that do not administer Section 8 tenant -based assistance are not required to complete sub -component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant -based Section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

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

- A or above 90% but below 100% of FMR
- 100% of FMR (Set by HUD at the 50th percentile)
- Above 100% but at or below 110% of FMR

FMRs set by HUD at the 100% of the 50th percentile has been adopted by the AHA Board of Commissioners in FY 2003 (November 2002).

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

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

AHA utilizes a HUD -approved rent exception area.

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

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

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

- Annually
- Other (list below)

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

- Success rates of assisted families
 - Rent burdens of assisted families
 - Other (list below)
- Size and quality of leased units is considered in assessment of the adequacy of payment standard.

(2) Minimum Rent

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

- \$0
 \$1-\$25 (AHA's minimum rent is \$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

[24CFR Part 903.79(e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning of FY04	Expected Turnover
Public Housing	N/A	
Section 8 Vouchers	2,593	507(20%)
Section 8 Certificates	N/A	
Section 8 Mod Rehab	352	100% (by 10/31/03)
Special Purpose Section 8 Certificates/Vouchers (list individually)	175- Mainstream 15- Temp. Housing 215- Enhanced Vouchers 162- FSS 100- Family Unification 66 7 Total	38(5%)
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs (list individually)		
Supportive Housing	28	0
HOME tenant-based	91	18(20%)

rental assistance		
Shelter Plus Care	23	0

C. Management and Maintenance Policies

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

(1) Public Housing Maintenance and Management: (list below)

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.79(f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant -Based Assistance

1. Yes No

Has the PHA established informal review procedures for applicants to the Section 8 tenant -based assistance program and informal hearing procedures for families assisted by the Section 8 tenant -based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

Applicants and tenants are given 14 -day store request an informal hearing.

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

- PHA main administrative office
- Other (list below)

7. Capital Improvement Needs -NOT APPLICABLE -

[24CFR Part 903.79(g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

(2) Optional 5 -Year Action Plan

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

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

b. If yes to question a, select one:

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

-or-

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

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

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

- Yes No: a) Has the PHA received a HOPEVI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPEVI revitalization grant (complete one set of questions for each grant)

1. Development name:
 2. Development (project) number:
 3. Status of grant: (select the statement that best describes the current status)
- Revitalization Plan under development
 Revitalization Plans submitted, pending approval
 Revitalization Plan approved
 Activities pursuant to an approved Revitalization Plan underway

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

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

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

8. Demolition and Disposition

[24CFR Part 903.79(h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name:
1b. Development (project) number:

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

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

[24 CFR Part 903.79(i)]

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

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

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

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)

Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously -approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant -Based Assistance

[24CFR Part 903.79(j)]

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

A. Assessment of Reasonable Revitalization Pursuant to Section 202 of the HUD FY 1996 HUD Appropriations Act

1. Yes No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

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

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment recently submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD -approved Conversion Plan underway

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

- Units addressed in a pending or approved demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPEVI demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPEVI Revitalization Plan (date submitted or approved: _____)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[24CFR Part 903.79(k)]

A. Public Housing

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

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

Program Description: Section 8 Homeownership applicants must be participants in the FSS Program. Homeownership can be the FSS action plan for elderly and disabled participants. (See AHA Administrative Plan).

- a. Size of Program
 Yes No: Will the PHA limit the number of families participating in the Section 8 homeownership option?

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

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

The AHA has 162 mandated FSS slots that are eligible to participate in the AHA Homeownership Program. If the number of FSS participants exceeds this number, they would be eligible for the Homeownership Program.

b.PHA -establishedeligibilitycriteria

Yes No: WillthePHA's programhaveeligibilitycriteriaforparticipationinitsSection8 HomeownershipOptionprograminadditiontoHUDcriteria?

Ifyes,listcriteriabelow:

MustbeaparticipantintheFamilySelf -SufficiencyProgram

12. PHACommunityServiceandSelf -SufficiencyPrograms

[24CFRPart903.79(1)]

ExemptionsfromComponent12:HighperformingandsmallPHAsarenotrequiredtocomplete thiscomponent.Section8 -OnlyPHAsarenotrequiredtocomplete sub -componentC.

A.PHACoordinationwiththeWelfare(TANF)Agency

1.Cooperativeagreements:

Yes No: HasthePHAenteredintoacooperativeagreementwiththeTANF Agency,toshareinformationand/or targetsupportiveservices(ascontemplatedby Section12(d)(7)oftheHousingActof1937)?

Ifyes,whatwasthedatethatagreementwassigned? June2000

2.OthercoordinationeffortsbetweenthePHAandTANFagency(selectallthatapply)

- Clientreferrals
- Informationsharingregardingmutualclients(forrentdeterminationsandotherwise)
- Coordinatetheprovisionofspecificalself -sufficiencyservicesandprogramsto eligiblefamilies
- Jointlyadministerprograms
- PartnertoadministeraHUDWelfare -to-Workvoucherprogram
- Jointadministrationofotherdemonstrationprogram
- Other(describe)

Currently,FamilySelf -SufficiencyCoordinatorsworkwithhousingparticipantswhoarealsoTANF recipientstotargetself -sufficiencyeffortsandinformationsharing.

B. Servicesandprogramsofferedtoresidentsandparticipants

(1)General

a.Self -SufficiencyPolicies

Which,ifanyofthefollowingdiscretionarypolicieswillthePHAemploytoenhancethe economicandsocialself -sufficiencyofassistedfamiliesinthefollowingareas?(selectall thatapply)

- Publichousingrentdeterminationpolicies
- Publichousingadmissionspolicies
- Section8admissionspolicies
- PreferenceinadmissiontoSection8forcertainpublichousingfamilies

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office/ other provider name)	Eligibility (public housing or Section 8 participants or both)
AH case management that promotes the economic and social self-sufficiency of participants.	162	Self-Selection from Waiting List; Referral in hearing processes	Program operates out of AH main office	Section 8 Participant only

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program FSS	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: March 1, 2003)
Section 8	162	131

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

Through participant successfully completing the FSS Program and the recruitment of additional FSS participants, AHA anticipates exceeding the minimum program in FY2003.

C. Welfare Benefit Reductions

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

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

- Informing residents of new policy on admission and reexamination
 Actively notifying residents of new policy at times in addition to admission and reexamination.
 Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
 Establishing a protocol for exchange of information with all appropriate TANF agencies
 Other: (list below)

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.79(m)]

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

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

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

- High incidence of violent and/or drug -related crime in some or all of the PHA's developments
 High incidence of violent and/or drug -related crime in the area surrounding or adjacent to the PHA's developments
 Residents fearful for their safety and/or the safety of their children

- Observed lower -level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual level of violent and/or drug -related crime
- Other (describe below)

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

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

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

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

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

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

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

C. Coordination between PHA and the police

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

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

AHA is an active member of the City's Nuisance Abatement Team. In FY2003, the AHA partnered with constituencies with similar missions under the **Crime Free Multi-Family Housing Program** which is conducted by staff from the Arlington Police Department's Community Affairs Office. The AHA markets this program in its semi-annual newsletter, *Housing Horizons*. The program provides avenues for property owners to screen tenants, and thereby, reduce the incidence of crime in their communities. It also provides information about drug nuisance abatement and helps prevent the decline in property values caused by crime and neglect. Residents are provided crime prevention training. The Code Division of the City of Arlington helps to strengthen the program through citations of properties that are exhibiting signs of decline or neglect.

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

D. Additional information as required by PHDE P/PHDEP Plan

PHA eligible for FY2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14.R ESERVED FOR PET POLICY

[24CFR Part 903.79(n)]

15. Civil Rights Certifications

[24CFR Part 903.79(o)]

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

16. Fiscal Audit

[24CFR Part 903.79(p)]

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

17. PHA Asset Management

[24CFRPart903.79(q)]

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have not been addressed elsewhere in this PHA Plan?

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

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

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

18. Other Information

[24CFRPart903.79(r)]

A. Resident Advisory Board Recommendations

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

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

Provided below:

The Resident Advisory Board (RAB) members concurred with the Plan's vision, mission, values and strategies.

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)

No action or changes required, as the RAB again expressed their full support of the PHA Plan at their March 2003 meeting.

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

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

Appointed by Mayor and Council Committee

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and Section 8 tenant assistance)-based
- Representatives of all PHA resident and assisted family organizations
- Other (list)

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: City of Arlington

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)

Will continue to pursue funding opportunities to expand the supply of affordable housing for low income persons living and/or working in Arlington and for the elderly and disabled.

Other:(listbelow)

AnArlingtonHousingNeedsAnalysis,preparedfortheAHAandtheCity,wassubmittedMay18, 1999,byBBCResearch&Consulting.

4.TheConsolidatedPlanofthejurisdictionssupportsthePHAPlanwiththefollowingactionsand commitments:(describebelow)

1. Increase the Affordability of Homeownership.
2. Maintain and Improve Existing Housing.
3. Expand the Availability of Affordable Rental Housing.
4. Expand the Availability of Affordable Housing Stock.
5. Utilize Available Funding Sources to Support Community Efforts in Reducing Homelessness.
6. Maintain Adequate Supply of Transitional Housing.
7. Provide Supportive Services to Facilitate Self-Sufficiency among the Homeless.
8. Develop Programs and Services for Special Needs Citizens.

D.OtherInformationRequiredbyHUD

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

Attachments

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

AHA uses HUD's definition of "significant amendments or modification" as follows: "With respect to the 5-year Plan, significant amendments or modifications are those that make a change to the HA's mission, or goals and objectives to enable the HA to meet the needs of the families that it serves, or both. With respect to the Annual Plan, significant amendments or modifications are those that make significant changes to information provided by the HA in its Annual Plan. For example, the HA has made substantial changes to its planned use of financial resources." Further, AHA uses HUD's definition of "substantial deviation" as a change in the HA's mission or goals or objectives.

Any "significant amendments or modifications" must:

- Be adopted by the Board of Commissioners at an open meeting; and
- Not be implemented until approved by HUD.

**PHA Plan
Table Library**

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

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

Capital Fund Grant Number FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non -CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment -Nonexpendable	
12	1470 Non dwelling Structures	
13	1475 Non dwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2 -19)	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

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

Development Number/Name HA-WideActivities	GeneralDescriptionofMajorWork Categories	Development Account Number	Total Estimated Cost

AnnualStatement

CapitalFundProgram(CFP)PartIII:Implementa tionSchedule

Development Number/Name HA-WideActivities	AllFundsObligated (QuarterEndingDate)	AllFundsExpended (QuarterEndingDate)

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)
Totalestimated cost over next 5 years					

*AHA's Progress in Achieving its Five
Year Strategic Plan and Objectives in
FY2003 and Strategies for FY2004*



**Arlington Housing Authority
Board of Commissioners' Meeting
July 2, 2003**

Achieving the Vision

- The AHA's Five Year Plan was originally submitted to HUD in 2000. This plan is used as a strategic planning tool, a community guide to the AHA's policies, and a streamlined submission to HUD of grant and programmatic information. The Five Year Plan was based on the AHA Mission, Vision Statement, and Core Values.



- Each year, the AHA submits a progress report to HUD through submission of an annual plan that details the AHA's success in meeting its goals and objectives that were included in the Five -Year Plan.

AHA's Key Strategies



Key strategies from the AHA's Mission Statement are incorporated into the Five -Year Plan and annual progress report. They include:

- Maximizing integration of public and private services and resources***
- Utilizing appropriate housing programs to increase client opportunities***
- Leveraging resources and maintaining financial strength***
- Emphasizing public relations to improve the AHA's image***
- Demonstrating program integrity to earn public trust***
- Recognizing employee and volunteer contributions***

HUD Strategic Goals



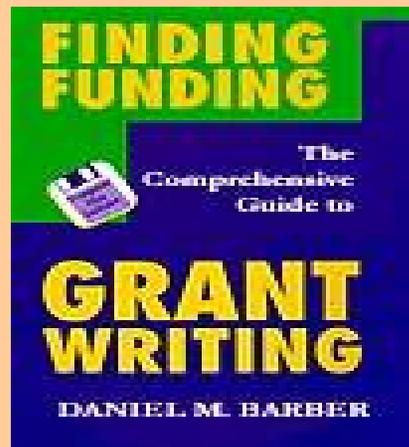
The AHA Five -Year Plan is also tied to HUD's strategic goals including:

- Expanding the supply of assisted housing
- Improving the quality of assisted housing
- Increasing assisted housing choices
- Improving community quality of life and economic vitality
- Promoting self -sufficiency and asset development of families and individuals
- Ensuring equal opportunity in housing

Strategic Goal #1 :

Expand the supply of decent, safe and affordable housing

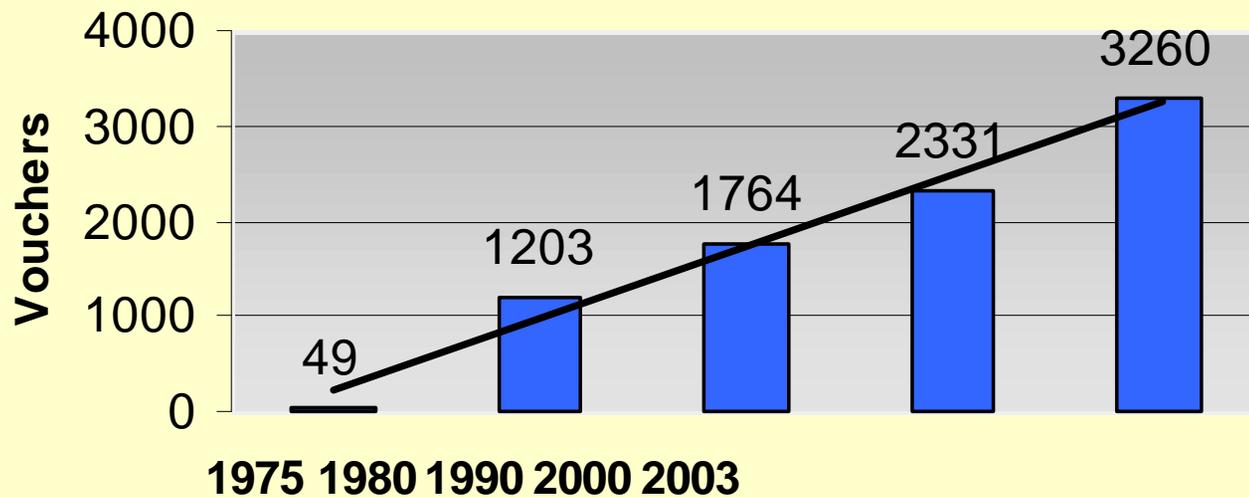
Each year, the AHA pursues new resources in order to enhance its financial strength and to expand the availability of affordable housing .



- Federal Register
- SuperNOFA
- City of Arlington Grants Mgt. Division



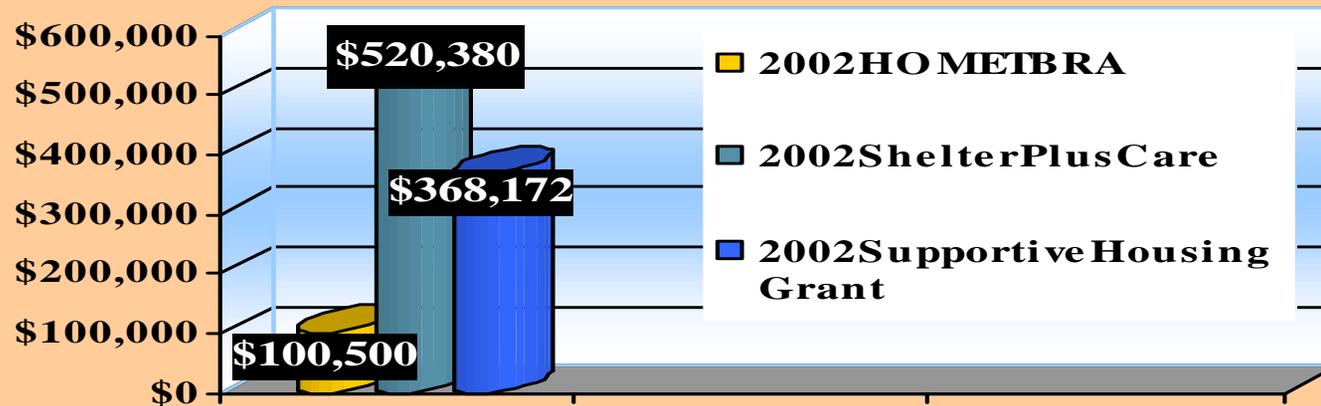
Expansion of AHAVouchers



• As depicted in the table above, the AHA has been successful in meeting its goal of expanding housing opportunities. The number of Section 8 vouchers administered by the AHA has increased by 40% (929 units) since 2000.

• The last major Section 8 funding award, the 601 Fair Share Voucher that the AHA is currently administering, was received in the summer of 2002. No funding for Section 8 vouchers was made available in 2003.

COMPETITIVE FUNDING AWARDS



In FY 2003, the AHA applied for additional funding from the City of Arlington in order to provide flexibility in housing choice for persons with special needs that require transitional housing. As a result, the AHA was awarded 10 vouchers under the HOME Program, 28 vouchers for persons under the Supportive Housing Program, and 15 vouchers under the Shelter Plus Care Program.

Strategic Goal #2 - Improve the Quality of Assisted Housing

In FY2003 the AHA has improved the quality of assisted housing by:

Targeting effort to improve specific management functions

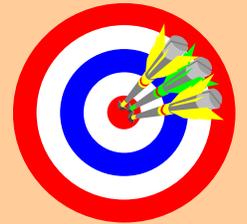
- The AHA initiated a Landlord Advisory Council to improve its management of the Section 8 Program.

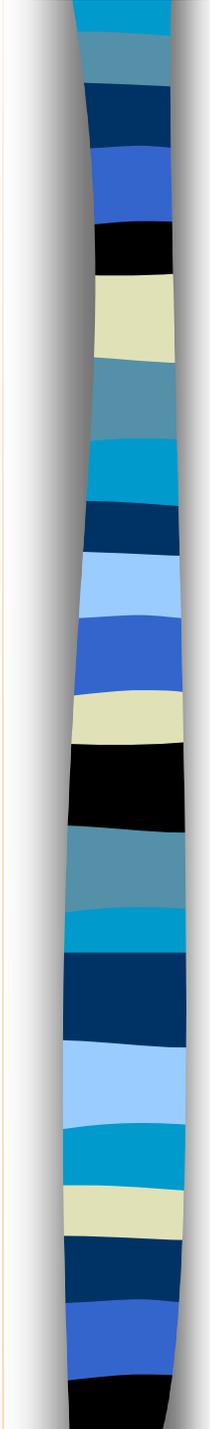
Improving voucher management practices

- The AHA has refined and expanded its fiscal expenditure projection model system to determine maximum lease -up, and to forecast expenditures for all funding sources managed by the AHA (a consolidated budgeting system). The initial model won a NAHRO Award of Merit in 2002.

Improving the AHA communications system

- The AHA continued to improve the telephone system's capabilities to provide increased customer satisfaction for both clients and property owners (through upgrade of telephone tree).





AHA Strategic Goal# 3- to Increase Assisted Housing Choices

In order to increase assisted housing choices and to deconcentrate poverty, the AHA has:

- Approved FMR's at 100% of the 50th percentile to give clients more flexibility in housing choices in areas of the city with lower concentrations of poverty. Expanded the Section 8 Homeownership Initiative for FSS participants. FSS participants may use their HAPS towards homeownership or for a down payment. The AHA also applied for a Mortgage Principal Buy -Down Program to assist more families with homeownership.
- Encouraged housing opportunities in areas of the city with low concentrations poverty, as required by HUD under the Section Eight Management Assessment Program (SEMAP). New participants (including port -ins) are provided maps indicating 2000 Census data on income by ZIP Codes. This information helps them rent units in portions of the city with low concentrations of poverty.

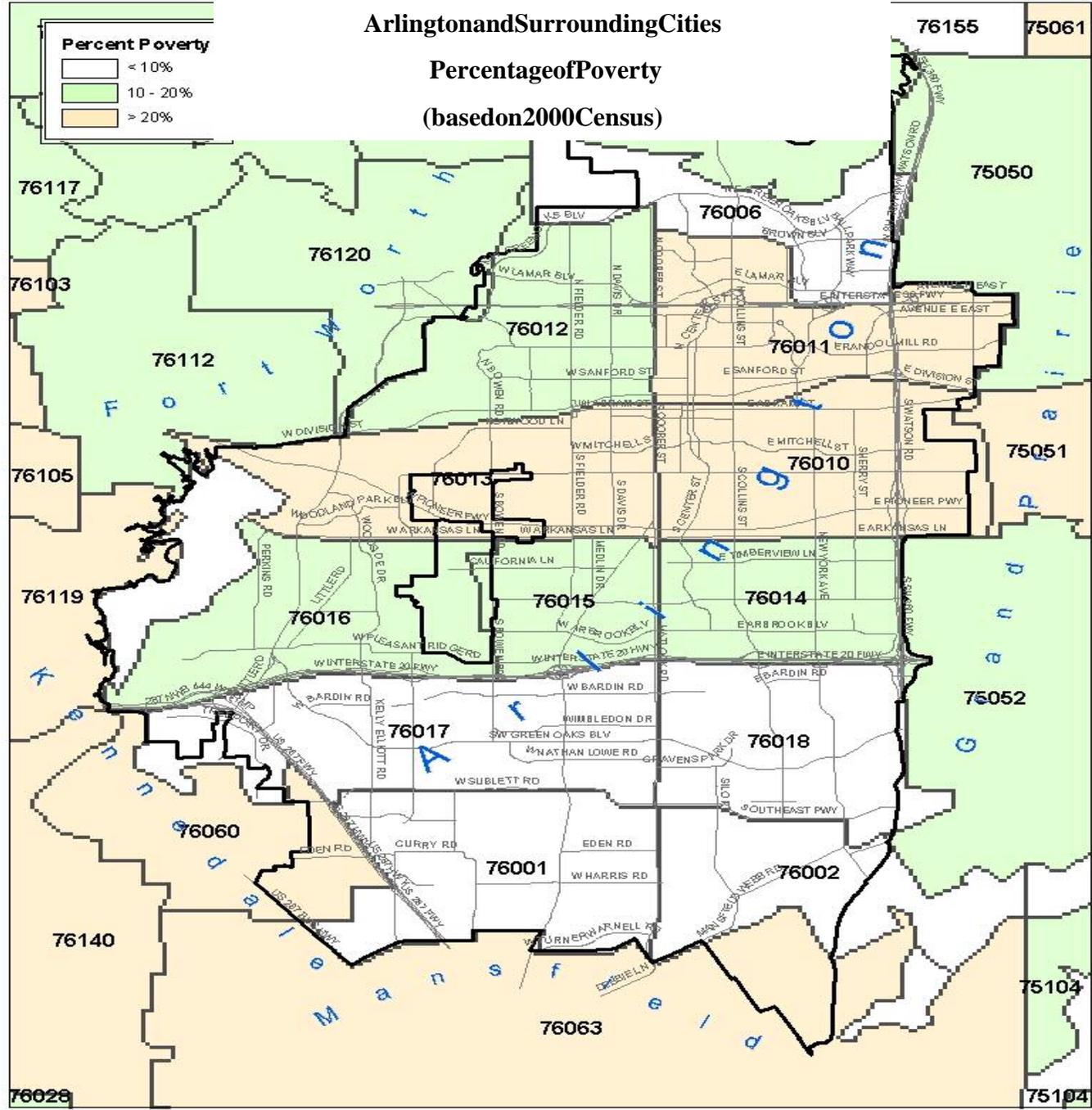
Arlington and Surrounding Cities

Percentage of Poverty

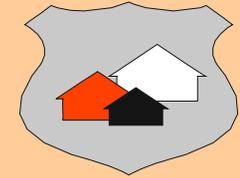
(based on 2000 Census)

Percent Poverty

- < 10%
- 10 - 20%
- > 20%



Strategic Goal #4 - To Provide an Improved Living Environment



In an effort to ensure an improved living environment for client families, in FY 2003, the AHA:

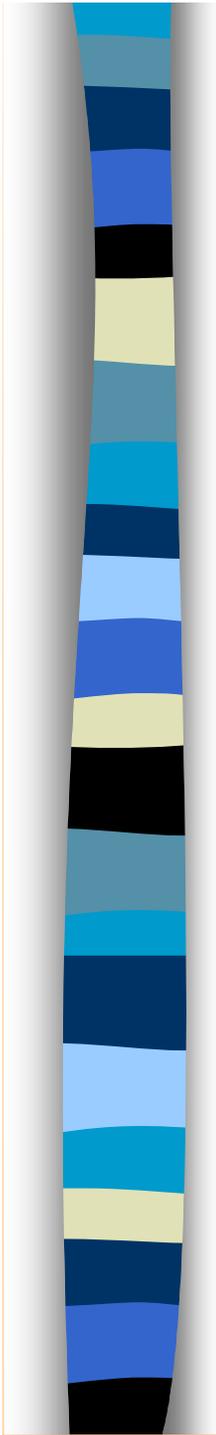
Partnered with the City of Arlington Police Department and the Code Division of Neighborhood Services under the Crime Free Multi-Family Housing Program.

- This program provides avenues for property owners to screen tenants and thereby reduce the incidence of crime in their communities.
- An analysis is made of the rental property based Crime Prevention Through Environmental Design.
- Residents are also provided crime prevention training.

The AHA will receive a NAHRO Award of Merit for this program in July of 2003.

NAHRO



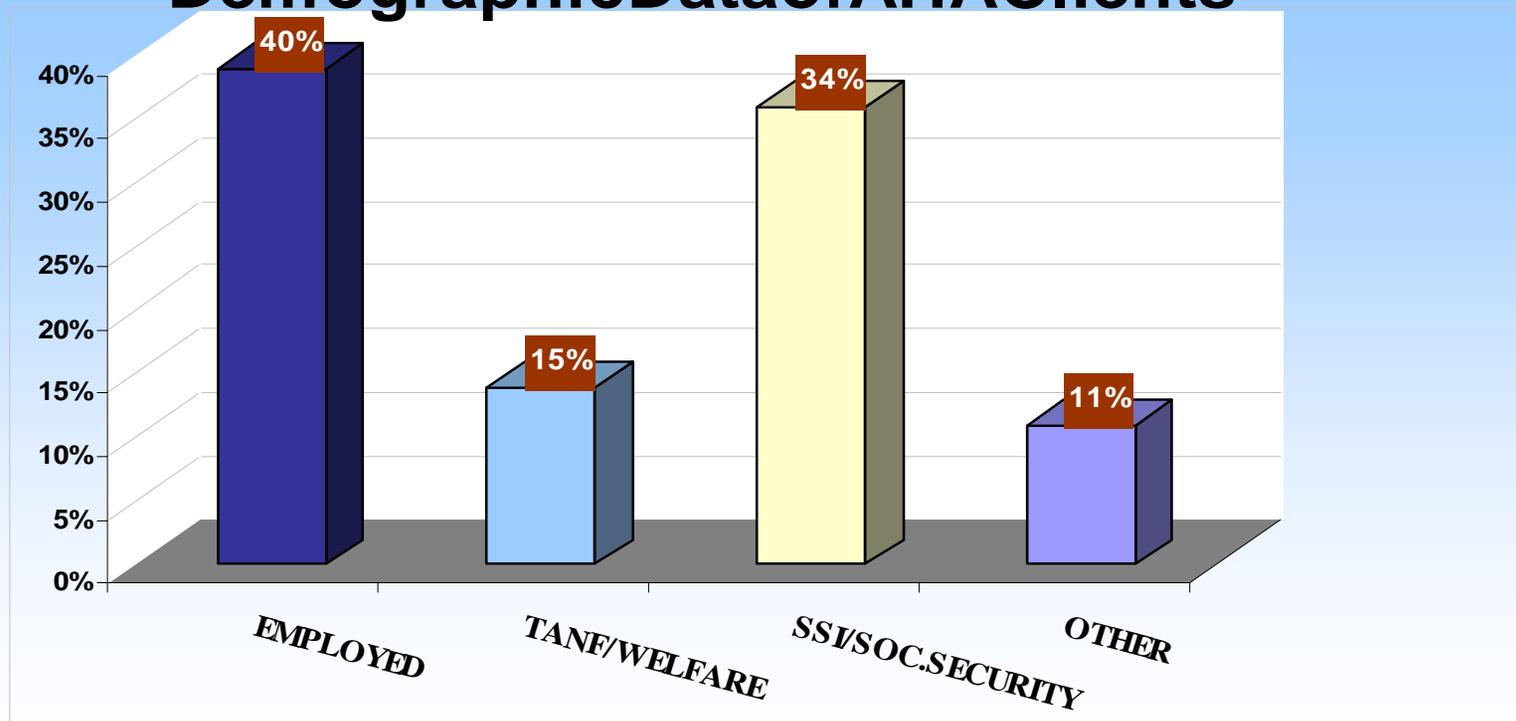


Strategic Goal #5 - **To Promote Self-sufficiency and Asset** **Development of Families and Individuals**

In order to promote self-sufficiency and asset development of client families, the AHA:

- Attained grant funding to continue its two FSS Coordinators to provide case management for participants.
- Made efforts to increase the number and percentage of employed participants. Currently there are 143 participants in the FSS program and 78 participants are employed. Therefore, 55% of current FSS participants are employed.
- Developed escrow accounts with FSS participants that can be used toward homeownership, education, or other significant activities to promote self-sufficiency. Eighty (80) current participants have escrow accounts. Monthly deposits range from \$5.00-\$612.00. The average escrow balance is \$3,604 for participants successfully completing the FSS Program.

Demographic Data of AHA Clients



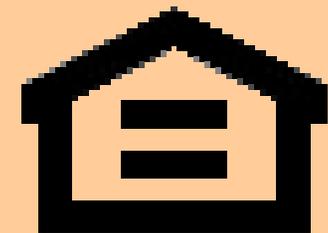
The AHA is also endeavoring to help enable participants to attain economic independence. As depicted above:

- Only 15% of AHA clients receive welfare assistance (TANF).
- 40% are employed. The average income \$9,473 per year.
- 34% receive Social Security or SSI.
- 11% receive other assistances such as pensions, child support, unemployment benefits.

AHA's Strategic Goal #6 - To Ensure Equal Opportunity and Affirmatively Further Fair Housing Objectives

The AHA advocates that all Section 8 landlords provide a suitable living environment for families living in Section 8 housing regardless of race, color, religion, national origin, sex, familial status, and disability. Applicants receive *Fair Housing It's Your Right* booklet when certified which detail show to file a discrimination complaint.

Fair housing complaints are referred to the City of Arlington Fair Housing Officer or to HUD.



**EQUAL HOUSING
OPPORTUNITY**



FutureAction

In FY2004, in order to achieve our Mission and Vision, the AHA will need to:

- **Continue to proactively apply for available vouchers to expand the supply of affordable housing for low -income persons; and closely monitor the lease up to serve the maximum number of clients possible with available funding resources.**
- **Continue to enhance self -sufficiency skills and asset development of AHA Family Self -Sufficiency clients, and leverage affordable housing resources to create opportunities for them to become home owners.**
- **Continue to evaluate AHA management practices to improve staff efficiency and customer satisfaction, and to enhance the voucher management process.**

