

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

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**CITY OF CULVER CITY  
HOUSING AGENCY**

Public Housing Agency  
Annual Plan for Fiscal Year Ending June 30, 2005

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

**PHA Plan  
Agency Identification**

**PHA Name:** Culver City Housing Agency

**PHA Number:** CA110

**PHA Fiscal Year Beginning:** July 1, 2004

**Public Access to Information**

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

Main administrative office of the PHA

**Display Locations For PHA Plans and Supporting Documents**

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

Main administrative office of the PHA

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

Main business office of the PHA

**Annual PHA Plan**  
**PHA Fiscal Year 2004**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Administering Section 8 Only**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Culver City Housing Agency (CCHA) administers a Section 8 Housing Choice Voucher Program (HCVP) of 338 households, has a budget to assist forty-six (46) Welfare-to-Work Vouchers, and has a Family Self Sufficiency (FSS) program of twenty-five (25) participants. Our jurisdiction, which is only five (5) square miles, is completely surrounded by the City of Los Angeles, so we face the pressure of serving a much larger population. CCHA has a waiting list of 8,087 households with eighty-one percent (81%) of waiting list applicants being extremely-low income and fifty-eight percent (58%) being families with dependent children. With a program attrition rate of eight percent (8%) annually, we are unable to serve all the households requesting assistance. Because demand far exceeds the supply of Section 8 Vouchers, our goal is to serve the neediest population first. CCHA will continue to serve the neediest applicants first through the use of waiting list preferences, and then from additional funds secured from the Redevelopment Agency Low and Moderate Income Housing Fund (LMIHF) (Housing Set Aside). CCHA is also committed to assisting in addressing fair housing issues and creating an avenue where tenants can address rental increases. Using our LMIHF, we contract with Housing Rights Center of Los Angeles to investigate discrimination claims and study the state of fair housing in our City. We plan to continue funding and supporting fair housing initiatives and studies. Additionally, through the Landlord Tenant Mediation Board, tenants are afforded an avenue to mediate rental increases with property owners.

The current demand for affordable rental housing units is steadily increasing. According to current market trends, the majority of new rental housing developments target upper income households. Rents for existing units are escalating beyond the ability of lower-income households to pay. Presently, there is limited production and/or existing availability of rental housing units affordable to lower-income households. The current market conditions have substantially restricted the utilization of the Section 8 HCVP rental assistance program causing a reduced lease-up rate of 81%, coupled with an existing vacancy rate below two percent (2%).

To provide some relief and alleviate an aspect of the housing burden, the Culver City Housing Agency has started the implementation of several initiatives to improve the lease-up rate.

The Culver City Housing Agency has actively pulled hundreds of families from the Section 8 HCVP Waiting List since fiscal year July 2002. During fiscal year 2002-2003, 652 households were pulled and 95 were briefed and issued vouchers. During fiscal year 2003-2004, 616 names were pulled. Of the 616 households, 31 were

briefed and issued vouchers to actively conduct their search. Although this has been an ongoing priority for staff, it is clear that improving the Agency's lease-up rate has been a challenge. On most occasions, a request for a voucher extension is granted due to the scarce availability of units and the challenges facing these applicants. The majority of households with active vouchers take at least 120 days to locate a unit, if they locate a unit at all. Since July 2003, fourteen (14) applicants have successfully leased up in Culver City.

The Culver City Housing Agency Staff has strategically created different methods to improve the current lease-up rate. There is an annual dinner held in honor and appreciation of all property owners that choose to participate in the Section 8 Housing Choice Voucher program. All new owners also receive a handwritten "Thank You" card along with a \$25.00 gift certificate to a local Culver City business. Additionally the Culver City Housing Agency offers a Neighborhood Preservation Program that provides property owners with grant funding for interior and exterior improvements. These grants are provided as an incentive for owners to participate.

The Culver City Housing Agency's most recent effort is to work with the Housing Authority of the City of Los Angeles (HACLA). This meeting resulted from the recent HACLA over issuance of vouchers and over-leased. It is anticipated that once approved, Culver City will either absorb or administer a small portion of these participants, therefore improving the current lease-up rate.

#### **A. INTRODUCTION**

The Community Development Department (CDD), Housing Division oversees an annual budget of seven (\$7) million dollars. These funds support a variety of affordable housing programs and activities, which include Section 8 Rental Assistance, Mortgage Assistance for First-Time Home Buyers, and Neighborhood Preservation through multi-family and single family rehabilitation, Rental Assistance through the Culver City Redevelopment Agency, and Senior Home Share Program. These programs assist over six hundred (600) households annually. The two (2) funding sources of the Housing Division are the Redevelopment Agency Low and Moderate Income Housing Fund (LMIHF) (Housing Set-Aside Fund) and the Section 8 Housing Choice Voucher Program from the U.S. Department of Housing and Urban Development (HUD). Listed is a current inventory of programs/activities provided by the Community Development Department (CDD), Housing Division:

- Section 8 Housing Choice Voucher Program
- Section 8 Welfare-to-Work Program
- Family Self-Sufficiency Program
- Neighborhood Preservation Program (NPP)
- Mortgage Assistance Program (MAP)
- Home Secure
- Share a Home Program
- Housing Rights Center
- West Washington Residential Rehabilitation Program
- Culver Terrace Mobile Home Park Rehabilitation
- Creating Affordable Rental Environments (CARE)

- Property Acquisition
- Neighborhood Revitalization/Housing Development
- Landlord Tenant Mediation

The Mission of the Culver City Housing Agency (CCHA) is to provide the provision of rental assistance to extremely low, very-low and moderate-income households so they may obtain decent, safe, and sanitary affordable housing. In recent years, the need for housing has become more acute in Culver City as the local employment base continues to expand and housing prices and rents continue to escalate. High levels of public service, good local schools, and Culver City's Westside location all contribute to Culver City's desirability as a place to live. These factors, as well as the lack of new housing construction have created intense pressure on the City's housing market. As a result, housing, especially affordable homeownership and rental options are rapidly disappearing, and a significant segment of the City's growing workforce is unable to live in the community.

Because the CCHA falls under the auspices of the Culver City Community Development Department (CDD), our Mission also includes ensuring that Culver City's vision for the 21<sup>st</sup> Century is achieved through the preservation, planning, development and enhancement of its quality of life and its built environment. In recognition of these critical housing issues, the Agency authorized staff, along with *Karen Warner Associates*, to design and implement a Housing Profile in September 2003. The purpose of the Housing Profile is to provide a comprehensive assessment of the City's current rental and ownership market, and to evaluate household and demographic trends impacting housing needs. The results of the 2003 Housing Profile will be used as a tool throughout the Annual Plan.

We pledge to the community that we will achieve this, our Mission, by establishing agreed upon goals in partnerships with residents, businesses, property owners and government. The CDD through its Redevelopment, Planning, Housing and Building Divisions shall endeavor to create a livable community by expanding housing resources and human resources, investing in community and economic development, enhancing public improvements, creating public-private partnerships, and ensuring that highest standards of safety and design for buildings in Culver City. We shall accomplish our work by exhibiting integrity, creativity, truthfulness, leadership, dedication and the highest standards of ethical and professional excellence.

The CDD pledges to our clients that we shall treat our clients with dignity, respect, caring and fairness and shall be responsive to their unique needs.

Coupled with the CCHA PHA Mission is our housing vision. The ***Housing Vision*** of the CCHA contends:

*All Culver City residents have an equal right to live in decent, safe and affordable housing in a suitable living environment for the long-term well-being and stability of themselves, their families, their neighborhoods and their community. The housing vision for Culver City is to assure access to affordable housing and maintain healthy viable neighborhoods.*

## **B. BACKGROUND**

The City of Culver City's Section 8 Housing Choice Voucher Program (HCVP) serves the jurisdiction within the city boundaries and is operated under the authority of the Culver City Housing Agency (CCHA), which is the designated local housing authority/agency (HA) established by the City in 1976. The City Council acts as the CCHA and exercises all the rights, powers, duties, and responsibilities of the housing agency. As such, the CCHA has administered the Housing Choice Voucher Program (formerly Section 8 Program) since 1976. With an allocation of three hundred thirty-eight (338) units, the program has grown under an additional allotment of forty-six (46) under the Welfare to Work (WtW) program in 1999. The total number of units administered by the CCHA is 384. This represents assistance for approximately 2.2% of the 17,103 households residing within the City of Culver City.

Over two-hundred (200) owners are participating in the CCHA Rental Assistance Program. For the fiscal year of 2003-2004 total rental assistance payments on behalf of program participants are estimated at \$2.5 million.

Program objectives are operated in accordance with HUD regulations, policies and procedures governing the programs, and the CCHA Administrative Plan. Additionally, the CCHA Annual Plan was developed in tandem with the Housing Profile (received and filed December 1, 2003).

Administration of the Rental Assistance Programs and the functions and responsibilities of the Housing Division staff shall be in compliance with the City of Culver City Personnel Policies and the HUD QWA Regulations as well as all Federal, State and local Fair Housing Laws and Regulations.

## **C. PURPOSE**

The PHA Plans are designed to enable the Culver City Housing Agency (CCHA) to establish an action plan which can address the affordable housing needs of the City of Culver City as well as participants of the CCHA rental assistance programs. It offers the CCHA the opportunity to shape its rental assistance programs into effective, coordinated, neighborhood and community development strategies.

The key elements of the PHA Annual Plan include:

1. Housing Needs Assessment
2. Strategy for Addressing Housing Needs
3. Housing Initiatives

### **Housing Needs Assessment**

The City of Culver City represents a high cost sub-market within the Los Angeles-Long Beach Metropolitan Statistical Area (MSA) which is distinctly different from the rest of the MSA housing market. Culver City has a unique geographic location being rested between Beverly Hills and Marina del Rey. Based on the Culver City Housing Agency's (CCHA) analysis of the 2000 Census, specifically the Renter Occupied Housing Unit Gross Median Rent characteristic, it was determined that the median rent for the Culver

City area are drastically higher than the October 1, 2003 HUD published Fair Market Rents (FMRs). This information is also substantiated by current rental data gathered from rent comparables collected by the CCHA Housing Quality Standard (HQS) Inspectors during annual, interim, and property owner rent increase request. From this information it is found that a two (2) bedroom unit in the Culver City area on average cost \$1,400 per month while the FMR is \$1021. This represents a difference of \$379.

According to the Culver City Housing Profile (received and filed on December 1, 2003) and 2000 U.S. Census Data, the preceding housing analysis and needs assessment highlights the housing conditions in the City of Culver City and the affordable housing needs of its residents. Some of the most significant implications are listed below:

## **Population Characteristics**

- The City has evidenced a significant decline in the young adult (18-24 years) population, reflecting a severe shortage and high price of rental housing in the community.
- Culver City has a sizable and growing senior population, with fourteen percent (14%) of the population over age 65. One-third of the City's senior households are renters. Representatives from the Senior Center identify a severe shortage of affordable rental housing for seniors in the community.
- The City has become more ethnically diverse, with the most dramatic change reflected in the growth of the Hispanic population to nearly one-quarter of the City's residents. The characteristics of the City's Hispanic households include overall larger household sizes, a higher incidence of renters, and lower median incomes, indicating a need for large, affordable rental units.
- While population levels are projected to remain relatively constant over the next several decades, the City's employment base is projected to grow dramatically, generating further housing demand from the local workforce.

## **Household Characteristics**

- While the City's median household income (\$52,000) is comparable to Santa Monica and well above the Los Angeles County as a whole, income growth over the past decade was over one-third below that experienced in other Westside cities. The changing composition of the City's household has impacted income growth, with the City's growing single-person, senior and Hispanic populations, on average, earning lower incomes.
- The number of persons in poverty has increased by twenty percent (20%) over the decade, with female-headed households and families with young children particularly vulnerable.

- Household overcrowding remains relatively modest by Los Angeles County standards, with five percent (5%) of owners and fourteen percent (14%) of renters living in overcrowded housing.
- The incidence of overpayment among renters is high at thirty-eight percent (38%), with nearly half of these renters spending more than half of their incomes on rent (severe overpayment). Several neighborhoods impacted with high levels of severe renter overpayment are also characterized by high levels of renter overcrowding and/or lower median incomes.

## **Housing Stock Characteristics**

- Less than 200 new housing units were developed over the past decade, whereas the City's Housing Element identifies the need for nearly 600 new units during the 1998-2005 period. Planning staff report heightened interest in housing development in recent months, and the City is evaluating several Zoning Code amendments to provide expanded opportunities for growth.
- Unlike other Westside cities, Culver City remains a majority (54%) homeowner community. However, several neighborhoods exhibit high concentrations of single-family rental housing, a potential indicator of areas in transition.
- The Census documents renter and owner vacancy rates in Culver City as the lowest among all Westside cities. Over the past year, 218 single-family homes sold in the City for a median of \$439,000, and 309 condominiums sold for a median \$230,000.
- Single-family home prices are affordable only to upper income households. Condominiums are still affordable for some, smaller moderate income (80% to 120% of County median income) households.
- Limited apartment investor activity is occurring in the City, with sales prices still relatively affordable on many complexes. Given the identified need for substantial rehabilitation improvements in many of these complexes, the market timing for initiation of a City supported acquisition/rehabilitation program is good.
- The Census indicates rent in Culver City as the highest among Westside jurisdictions, with the exception of Beverly Hills. The median advertised apartment rent is currently \$1,150, with extremely limited rental vacancies contributing to rent escalation in the City.
- Market rents are beyond the level of affordability of all lower income (up to 80% of County median income) households. Large family renters are most impacted as these households are faced with overcrowding and/or overpaying to remain in the community.

- A limited housing conditions survey conducted by the Community Development Department staff identified numerous “problem” multi-family properties (including 10 blighted properties and 10 properties in poor condition) for potential establishment of an acquisition/rehabilitation program. A survey conducted by Community Development Department, Housing Division Staff identified four (4) residential neighborhoods with high levels of deferred maintenance and a variety of housing rehabilitation needs.

## **Implications/Directions for Housing Policy**

- Increase the City’s inventory of housing, and especially affordable housing, at all economic levels for both home ownership and rental. An increase in the City’s housing stock is needed to address the current and future needs of Culver City residents.
- Maintain and preserve the quality of the City’s current housing stock through moderate and substantial rehabilitation to ensure healthy and safe neighborhoods and increased property values.
- Promote investment in the community and neighborhood stability through homeownership. This can be achieved through providing access to first time buyer programs to a larger segment of the population and increasing the housing stock of affordable homes for ownership through acquisition and rehabilitation and resale and development.
- Provide rental assistance to Culver City residents who are living in overcrowded, overpaying, unsafe and unhealthy conditions.

## **Strategy for Addressing Housing Needs**

It is evident from a review of the data that previously affordable housing in Culver City will become more difficult for extremely low, low and moderate-income households to access. The cost of housing in the city will require these households to expend significantly more financial resources for housing. The housing analysis and needs assessment has provided the factual basis for developing a strategy for addressing housing needs. The foundation of the CCHA strategy for addressing housing needs is built with a primary goal. The primary goal of the CCHA is:

***Increase, improve and preserve the supply of quality affordable housing available for all segments of the community.***

The objectives and policies identified to meet this goal include

Objectives:

1. Promote the new construction of rental and ownership housing units
2. Provide financial assistance for the rehabilitation of 75 affordable units (rental and ownership).

3. Provide financial assistance to approximately 20 up-to-moderate- income homebuyers.
4. Provide annual rental assistance for 384 extremely low and very low-income households through the Section 8 Housing Choice Voucher Program.
5. Provide annual rental assistance for 80 very low-income and moderate-income households through the Low and Moderate Income Housing Fund.
6. Establish and record long-term affordability covenants for all city-assisted unit

Policies:

1. Encourage the preservation of existing affordable rental housing units.
2. Promote and maintain continued participation by property owners in rental assistance programs.
3. Identify, leverage and effectively utilize all available funding sources (local and other) for affordable housing.
4. Investigate affordable housing development through the creation of a Housing Opportunity Site Map.

### **Housing Initiatives**

In addressing these tremendous housing needs, new housing initiatives are necessary. The CCHA has developed eight (8) initiatives that not only alleviate and expand affordable housing choice, but also provide the opportunity of homeownership. These initiatives include:

- Securing exception rents that are 110% and higher than the Fair Market Rent (FMR) in a effort to deconcentrate poverty among rental assistance program participants and afford them greater housing choice
- Promoting participation by property owners in the rental assistance program by providing financial incentive in the form of a Section 8 Rehabilitation Incentive Grants.
- Encouraging homeownership among Section 8 HCVP program participants by informing them about the Mortgage Assistance Program (MAP) funded under the LMIHF.
- Rehabilitation of the rental housing stock through the utilization of the Neighborhood Preservation (NPP) and West Washington Residential Revitalization Programs,
- Rental covenant compliance monitoring.
- Leveraging financial resources to provide affordable housing for lower-income persons.
- Implementation of the Family Self Sufficiency (FSS), Welfare to Work (WtW) and Landlord Tenant Mediation Programs.
- Extensive outreach to property owners.

**C. CONCLUSION**

The City of Culver City is experiencing significant economic prosperity; the economy is growing, unemployment is low, and house prices and rents are escalating. The City is a very desirable place to work and live and has a world-class reputation. This prosperity is not shared by all of its citizens and is increasing the demand on the housing market and making it more difficult for residents with limited income and skills to continue to afford to live in Culver City.

The CCHA PHA Annual Plan is a framework of addressing this housing need. The CCHA is dedicated to using its resources to make affordable housing with access to amenities a reality for all persons.

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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#### **Attachments**

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment.

Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Optional Attachments:

Other (List below, providing each attachment name)

- City of Culver City-Single Audit Report (Year ended June 30, 2003)
- Comments from Public Hearing Held on April 12, 2004

### 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.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	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.	Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan (TSAP)	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public Housing Deconcentration and Income Mixing Documentation: 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 Responsibility Act Initial Guidance</i>	Annual Plan: Eligibility, Selection, and Admissions Policies

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	<i>Notice</i> 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: Homeownership
X	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in the public housing A & O Policy	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
	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input 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
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	2003 Housing Profile	Annual Plan: Housing needs assessment

**1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type (unassisted households)							
Family Type	Overall	Afford- ability	Supply	Quality	Access -ibility	Size	Loca- tion
Income <= 30% of AMI	137	5	5	3	4	5	1
Income >30% but <=50% of AMI	331	5	5	3	1	5	1
Income >50% but <80% of AMI	482	4	4	2	1	3	1
Elderly	124	5	4	3	5	1	2
Families with Disabilities	56	5	5	4	5	3	1
White	542	4	4	1	4	3	2
Black	152	5	4	3	2	5	1
Hispanic (all races)	181	5	4	3	1	5	2
Asian/Pacific Islander	67	5	5	3	2	4	1

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 2000-2005
- Other sources:
  - U.S. Census data for the City of Culver City
    - 2003 Housing Profile
    - County of Los Angeles Consolidated Plan

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
	# of families	% of total families	Annual Turnover
Waiting list total	<b>8,087</b>		Eight Percent (8%)
Extremely low income <=30% AMI	6,520	81%	
Very low income (>30% but <=50% AMI)	1,121	14%	
Low income (>50% but <80% AMI)	446	5%	
Families with children	4,654	58%	
Elderly families	2,123	26%	
Families with Disabilities	1,310	16%	
White	2,898	36%	
Black	4,377	54%	
American Indian	45	1%	
Asian	96	1%	
Hispanic (all races)	605	7%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 25 months			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" 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 checked="" 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.

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

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

Select all that apply

- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Create a Section 8 Rehabilitation Grant incentive program for property owners who rent to Section 8 participants

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

Select all that apply

- 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.
- Conduct acquisition and new construction of affordable housing units

**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 tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships

**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

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

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other:
- Attend monthly meetings at the Westside Center for Independent Living

**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

**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)
- Seek to secure higher Fair Market Rents (FMR) in high cost areas to deconcentrate poverty

**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)
  - Low vacancy rates
  - Escalating rental rates

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	0	
b) Public Housing Capital Fund	0	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$3,051,251	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
g) Resident Opportunity and Self-Sufficiency Grants	\$93,000	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>	0	
<b>3. Public Housing Dwelling Rental Income</b>	0	
<b>4. Other income (list below)</b>		
Section 8 operating reserves	\$400,000	Fair housing services
<b>4. Non-federal sources (list below)</b>		
Low and Moderate Income Housing Fund (through the Redevelopment Agency)	\$700,000	Rental Assistance
Low and Moderate Income Housing Fund (through the Redevelopment Agency)	\$1,000,000	Affordable Housing Acquisition and new construction
Low and Moderate Income Housing Fund (through the Redevelopment Agency)	\$50,000	Section 8 Rehabilitation Incentive grant
Low and Moderate Income Housing Fund (through the Redevelopment Agency)	\$1,000,000	First Time Homebuyer assistance
Low and Moderate Income Housing Fund (through the Redevelopment Agency)	\$1,200,000	Affordable Housing Land Acquisition
Low and Moderate Income Housing Fund (through the Redevelopment Agency)	\$700,000	Rehabilitation grants
Low and Moderate Income Housing Fund (through the Redevelopment Agency)	\$1,000,000	Creating Affordable Rental Environments
Low and Moderate Income Housing Fund (through the Redevelopment Agency)	\$1,000,000	Neighborhood Preservation Program
Low and Moderate Income Housing Fund (through the Redevelopment Agency)	\$178,000	Neighborhood Revitalization

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Low and Moderate Income Housing Fund (through the Redevelopment Agency)	\$750,000	West Washington Residential Revitalization
<b>TOTAL RESOURCES</b>	<b>\$11,122,251</b>	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

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

**NOT APPLICABLE**

#### **B. Section 8**

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

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

#### **(1) Eligibility**

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)
- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
- Other: Per our Administrative Plan, we share information about damage claims, current address and landlord, and unpaid rent claims.

## **(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

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

PHA main administrative office

## **(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:

Tenant must demonstrate that they have been making an effort to locate a suitable unit by submitting a log of all attempts made. Special consideration is also made for disabled individuals and others with special needs requesting a reasonable accommodation.

## **(4) Admissions Preferences**

- a. Income targeting

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

- b. Preferences

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) Special purpose section 8 assistance programs**)

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

Former Federal preferences

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

Victims of domestic violence

Substandard housing

Homelessness

High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Households that contribute to meeting income requirements (targeting)
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

1      Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

- Date and time of application

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

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

- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Special Purpose Section 8 Assistance Programs**

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

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

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

- Other (list below)
  - We announce this to applicants on the waiting list first and during our briefing session. We also work closely with local service agencies to outreach to potential program participants.

**4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

**A. Public Housing**

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

**NOT APPLICABLE**

**B. Section 8 Tenant-Based Assistance**

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

**(1) Payment Standards**

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)  
HUD previously approved our payment standards at 100% of our exception rents on the HUD local area office approved our fair market rents at 120%. This approval was based on Culver City being a high cost living area with market rent that far exceed HUD defined FMR's.

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

- 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):  
Based on exception rent
- d. How often are payment standards reevaluated for adequacy? (select one)
- Annually
- e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)
- Success rates of assisted families
  - Rent burdens of assisted families
  - Other (list below)  
Average Area Rents  
Vacancy Rates

**(2) Minimum Rent**

- a. What amount best reflects the PHA's minimum rent? (select one)
- \$0
  - \$1-\$25
  - \$26-\$50

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

A household may qualify for an exemption from the minimum rent under the following circumstances:

- The family has lost their eligibility for participation in a federal state or local assistance program;
- The family is waiting for a determination of their status of eligibility to such programs;
- or
- The family will be evicted as a result of the minimum rent requirement.

A temporary exemption will be granted if the family experienced a sudden loss of income due to loss of job, death in the family or other situation as approved by the Housing Specialist.

**5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

**A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

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

### B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	NA	
Section 8 Vouchers	338	29
Section 8 Certificates	NA	
Section 8 Mod Rehab	NA	
Special Purpose Section 8 Certificates/Vouchers (welfare to work)	46	10
Other Federal Programs (list individually)	NA	

### 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)

**NOT APPLICABLE**

(2) Section 8 Management: (list below)

- Section 8 Administrative Plan
- HUD Handbook 7420.7
- HUD Handbook 7420.8
- Federal Register
- Nan McKay Housing Quality Standards Masterbook
- Nan McKay Family Self Sufficiency Program Masterbook
- Nan McKay Section 8 Financial Management Masterbook
- Nan McKay Section 8 Certificate & Voucher Program Masterbook
- National Association for Housing & Redevelopment Officials Newsletter

**6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

**A. Public Housing**

**NOT APPLICABLE**

**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 participants must request a review or informal hearing in writing within ten days of the date of the denial/termination notice.

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

- PHA main administrative office
- Other (listed below)

**7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

**NOT APPLICABLE**

**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.

**NOT APPLICABLE**

**8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

**NOT APPLICABLE**

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

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

**NOT APPLICABLE**

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

[24 CFR Part 903.7 9 (j)]

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

**NOT APPLICABLE**

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

**NOT APPLICABLE**

**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.)

2. Program Description:

a. Size of Program

Yes  No: Will the PHA limit the number of families participating in the section 8 homeownership option?

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

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

b. PHA-established eligibility criteria

Yes  No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (I)]

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

### **A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 04/21/99

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

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

### **B. Services and programs offered to residents and participants**

#### **(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

<b>Services and Programs</b>				
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)
Family Self Sufficiency Program	25	Voluntary	PHA main office	Section 8
FSS revolving loan fund	10	Specific criteria	PHA main office	FSS participants
Child Development classes	25	Voluntary	Beyond Shelter	FSS participants
Substance Abuse Support Group	25	Voluntary	Beyond Shelter	FSS participants
Job Development counseling	25	Voluntary	Beyond Shelter	FSS participants

**(2) Family Self Sufficiency program/s**

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	NA	
Section 8	12	24

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 plans to take to achieve at least the minimum program size?

If no, list steps the PHA will take below:

### C. Welfare Benefit Reductions

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

- 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 903.7 9 (m)]

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

**NOT APPLICABLE**

### 14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

**NOT APPLICABLE**

### 15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

### 16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1.  Yes  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**

[24 CFR Part 903.7 9 (q)]

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

**NOT APPLICABLE**

**18. Other Information**

[24 CFR Part 903.7 9 (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 (File name)
  - Provided below:
    1. Typographic error on page 6 of the annual plan.
    2. Culver City needs more Section 8 owners.
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:
    1. Corrected typographic error on page 6.
  - Other: (list below)  
The goal of increasing owner outreach is already in our plan.

**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)

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

**C. Statement of Consistency with the Consolidated Plan**

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

1. Consolidated Plan jurisdiction: City of Los Angeles

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)  
Seeking additional vouchers, furthering fair housing, promoting self sufficiency, and serving applicants with the worst housing needs.
- Other: (list below)

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

**D. Other Information Required by HUD**

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

**Attachments**

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

**PHA Plan  
Table Library**

**Component 7  
Capital Fund Program Annual Statement  
Parts I, II, and 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 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	
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-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

**Annual Statement  
Capital Fund Program (CFP) Part III: Implementation Schedule**

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

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

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.

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

