

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

PHA Plans

Annual Plan for Fiscal Year 2004

**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: Housing Authority of Snohomish County

PHA Number: WA039

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
- PHA development management offices
- PHA local offices

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

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.

Standard Plan

Streamlined Plan:

- High Performing PHA**
- Small Agency (<250 Public Housing Units)**
- Administering Section 8 Only**

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

The need for additional Section 8, Public Housing and other forms of assisted housing is evidenced by the numbers of families needing assistance in Snohomish County as well as those currently on the waiting list. At least 18,200 households with incomes below 80% of the median income need some sort of help with housing. Over 6,100 households are waiting for Section 8 or Public Housing, most of those are families with children, under 30% of the median income, and needing 2 or 3 bedroom units. HASCO has established aggressive goals of 100 additional Section 8 vouchers per year and 100 other affordable housing units per year for the 5 years period to help meet the need.

HASCO will continue to carefully screen Public Housing applicants to assure that our residential communities remain a good and safe place to live. Although deconcentration and income mixing is not currently a problem, preference will be given when necessary to higher income families to assure a presence of working households in all family developments. Work is encouraged through the setting of flat rents as an incentive to retain working families. HASCO is exempt from HUD's rule on deconcentration because all of our Public Housing developments are under 100 units.

HASCO will rely on the Section 8 program to house the bulk of households with incomes below 30% of median income and shall attempt to exceed the federal mandate of 75% of households below that threshold. The wait list will continue to be first come first served, except for a series of set-aside vouchers that assist those with a disadvantage in accessing housing such as the homeless, disabled, or victims of domestic violence or are

striving for upward mobility such as Project Self-Sufficiency, the Sound Families Initiative or the Welfare to Work Program. HASCO has implemented the new project supportive services are provided to voucher supported residents. Seven Sound Families projects funded by the Bill and Melinda Gates Foundation for homeless families have been supported with HASCO project based vouchers, with at least one additional project coming on line in 2004.

A physical needs assessment of 210 Public Housing units has been performed, including scattered sites. This provides HASCO with an accurate projection of the overall needs of these properties. Public Housing improvements are programmed through a 1 and 5 year action plan. Budget reductions totaling 45% during the last 2 years has made it necessary for HASCO to defer some improvements. During the 5 year plan, \$297,751 has been requested from HUD each year to include HASCO-wide cost and property improvements. Beginning in 2004 and 2005 our primary goal is to make improvements that would prevent water damage to the parking lots, decks, and building envelopes while improving the aesthetics of the properties. Emphasis during 2006 through 2009 will be interior upgrades which include the replacement of carpets and vinyl, sinks and faucets, hot water tanks, heating systems, and light fixtures.

HASCO has reviewed all 12 Public Housing developments for the potential of vouchering them out and renting the units to low-income households. The initial assessment reveals that all developments could be vouchered out and rented to families with incomes below 50% of the median income and in most cases below 30% of the median income. HASCO's public housing stock is relatively new and in excellent condition, and will compete well with other rental properties in the community. Unfortunately, HUD's cost methodology assumes only properties in poor condition are appropriate for a voucher alternative. However, insufficient HUD funding for capital and operating funds will result in the deterioration of HASCO's Public Housing properties. A formal demonstration project proposal has been submitted to HUD in January, 2004 requesting that the Public Housing stock be allowed to voucher out as a combination of vouchers and private market rents will provide adequate income for effective project maintenance and operations.

HASCO has implemented the homeownership option available under the Housing Choice Voucher program, and welcomed the first homeowner in 2002. Up to 25 participants are enrolled in the homeownership process per year. Other assisted housing participants or other lower income households in the community will be helped in becoming first time homebuyers through the SnoHome loan program. An annual goal of 50 new first time homebuyers has been set for the next five years. While the required number of Family Self-Sufficiency participants continues to decline, HASCO intends to enroll 25 new FSS participants per year. Along with escrow accounts available to residents, HASCO is participating in the Snohomish County Individual Development Account (IDA) collaborative. Currently 4 residents are enrolled in this program with HASCO providing case management. IDA account holders are matched \$3 for every \$1 saved.

HASCO also promotes homeownership through the single-family rehabilitation loan program to help families upgrade their homes. These low-income homeowners could in many instances lose their homes due to poor condition and inability to finance improvements. This program has helped almost 500 families with \$9 million in loans since 1980. A goal has been established to assist 40 homeowners to rehabilitate their homes per year. This goal was met in 2002/2003 and is on target for 2003/2004.

HASCO maintains oversight and program services for the FSS program. The Public Housing Drug Elimination program, while defunded by HUD, remains a part of the HASCO work program. The strategy remains focused on prevention. Key elements include youth activities to deter drug or gang involvement such as Camp Fire, the Y Community Program, and skill building for parents to help them achieve self-sufficiency. Supplemental police services have been discontinued due to the lack of HUD funds.

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.

Required Attachments:

- Admissions Policy for Deconcentration – Attachment A
- FY 2004 Capital Fund Program Annual Statement – Attachment B
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- Voluntary Conversion Initial Assessment – Attachment BB

Optional Attachments:

- PHA Management Organizational Chart – Attachment C
- FY 2004 Capital Fund Program 5 Year Action Plan – Attachment D
- Public Housing Drug Elimination Program (PHDEP) Plan – Suspended per HUD instructions
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) – Attachment F
- Other (List below, providing each attachment name)
 - Section 8 Homeownership Capacity Statement – Attachment G
 - Implementation of Community Service Requirements – Attachment H
 - Pet Ownership in Public Housing – Attachment I
 - Progress in Meeting the 5-Year Plan Mission and Goals – Attachment J
 - Resident Membership on the PHA Governing Board – Attachment K

Membership of the Resident Advisory Board – Attachment L

Project Based Vouchers – Attachment M

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	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans 504 Accessibility
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
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	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; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies Exempt
	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" 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 checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	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 checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	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
X	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
NA	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
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
NA	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
NA	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
NA	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	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	Annual Plan: Annual Audit

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	response to any findings	
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "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 **	Access-ibility	Size *	Loca-tion
Income <= 30% of AMI	7078	5	5	4	5	4	4
Income >30% but <=50% of AMI	7154	5	5	3	5	4	4
Income >50% but <80% of AMI	6190	3	3	2	4	3	3
Elderly	3577	5	4	4	3	3	3
Families with Disabilities	6760	5	5	4	5	5	5
African American	352	5	5	4	5	4	4
Hispanic	530	5	5	5	5	4	4
Race/Ethnicity							
Race/Ethnicity							

* Size mismatch most acute among immigrant families

** Most severe problems in rural areas

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: 1995
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data

Indicate year:

- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

Disability Resource Center of Snohomish County Estimate

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	4,662		300
Extremely low income <=30% AMI	3,730	80	
Very low income (>30% but <=50% AMI)	839	18	
Low income (>50% but <80% AMI)	93	2	
Families with children	2,657	57	
Elderly families	460	10	
Families with Disabilities	1,099	23.6	
Black	377	8.0	
Native American	159	3.4	
Asian	262	5.6	
Hispanic	243	5.2	

Housing Needs of Families on the Waiting List			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
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 reopen 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			

Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1,448		36
Extremely low income <=30% AMI	1,145	79	
Very low income (>30% but <=50% AMI)	260	18	
Low income (>50% but <80% AMI)	43	3	
Families with children	1,287	88	
Elderly families	103	7	
Families with Disabilities	529	36	
Black	132	9.1	
Native American	58	4.0	
Asian	116	8.0	
Hispanic	87	6.0	

Characteristics by Bedroom Size (Public Housing Only)			
1BR	459	32	
2 BR	603	42	
3 BR	330	23	
4 BR	56	4	

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

- Apply for additional Section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than Public Housing or Section 8 Tenant Based Assistance.
- Other: (list below)
Facilitate preservation of existing Section 8 Project Based developments.

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. HASCO will review annually and attempt to keep the percentage of participants with incomes below 30% of median to around 83%.
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)
 - Project base housing vouchers in structures that provide a supportive environment to families with incomes below 30% of 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 vouchers targeted to the elderly, should they become available
- Other: (list below)
 - Provide preference on the Section 8 waiting list for younger disabled applicants that reach the top of the public housing waiting list, since only one location is available (Robin Park) for these applicant.

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year.

Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For 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.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2002 grants)		
a) Public Housing Operating Fund	280,800	
b) Public Housing Capital Fund	297,751	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	24,913,764	
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	
i) HOME	0	
Other Federal Grants (list below)	0	
Family Self-Sufficiency Coordinator	25,764	Program Coordination
2. Prior Year Federal Grants (unobligated funds only) (list below)	0	
3. Public Housing Dwelling Rental Income	695,000	PH Operations
Section 8 Interest on Reserves	2,000	Section 8 Administration
Public Housing Investment Income	6,000	Public Housing Operations

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
4. Other income (list below)		
5. Non-federal sources (list below)		
Total resources	26,294,691	

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.

(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: (one month)
 - 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 Credit
- 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 plans 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. Income targeting:
 - Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income? However, HASCO's resident population is currently composed of 70% of households with incomes below 30% of median income. This is currently a workable mix that HASCO will strive to maintain.
- b. Transfer policies:
In what circumstances will transfers take precedence over new admissions? (list below)
 - Emergencies
 - Overhoused
 - Underhoused
 - Medical justification

- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
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 below)

- 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
- 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)

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

1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (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
- House Rules
- Resident Handbook
- Briefing Video
- Screening Criteria

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

- At an annual reexamination and lease renewal
- Any time 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 promote deconcentration of poverty or to assure 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 developments below:

Employing new admission preferences at targeted developments

If selected, list targeted developments below:

Other (list policies and developments 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

Actions 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 such efforts

List (any applicable) developments below:

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
 - Name and addresses of previous landlords if known. If the family owes money to the housing authority for previous damaged units or for other purposes.

(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: Because of a large number of vacancies in the community, extensions beyond the regular 60 days period will only be granted as an accommodation of a disability.

(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? However, HASCO will review annually and attempt to keep the percentage of participants with incomes below 30% of median to around 83%.

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)

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

- Other preference(s) (list below) Self-sufficiency; Mentally Ill; Developmentally Disabled; Terminally Ill; Homeless; Domestic Violence Victims; Welfare to Work Vouchers; Frail Elderly; Sound Families Project Based Vouchers.

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

1 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
 Veterans and veterans' families
 Residents who live and/or work in your jurisdiction
 Those enrolled currently in educational, training, or upward mobility programs
 Households that contribute to meeting income goals (broad range of incomes)
 Households that contribute to meeting income requirements (targeting)
 Those previously enrolled in educational, training, or upward mobility programs
 Victims of reprisals or hate crimes
 Other preference(s) (list below)
All preferences listed in #2 above have equal priority.

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

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

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

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

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

- The PHA applies preferences within income tiers
 Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements. Preferences are written to accomplish a broad

range of incomes. However, the application pool has provided the approximate income mix so that in most cases a preference is not necessary.

(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)
Welfare to Work contract of participation

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

- Through published notices
- Other (list below)
Voucher allocations are provided to supportive services providers serving the special population. They market the program to their clients.

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.

(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 exclusions 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:

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 re-determinations:

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
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____
- Other As noted above, all income changes must be reported to the PHA. However, increases in income or accumulation of increases that equal or exceed 15% of gross family income results in rent adjustments.

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)
Local rent and vacancy report conducted twice yearly in the Seattle metropolitan area.

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)
For 4 or larger bedroom units in census tracts approved by HUD for exception rents.

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)

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)

(2) Minimum Rent

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

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

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

5. Operations and Management

[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.
- 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 06/30/04	Expected Turnover	
Public Housing	253	4 per month	
Section 8 Vouchers	2,956	25 per month	
Section 8 Certificates			
Section 8 Mod Rehab	NA		
Special Purpose Section 8 Certificates/Vouchers (list individually)	Self-Sufficiency	25	25 per year
	Mentally Ill	116	3 per month
	Developmentally Disabled	48	2 per month
	Terminally Ill	23	1 per month
	Homeless	42	2 per month
	Frail Elderly	12	1 per month
	Mainstream	88	3 per month
	Welfare to Work Vouchers	752	10 per month
	Family Self-Sufficiency	53	4 per month
Project Based Vouchers	60	1 per month	
Public Housing Drug Elimination Program (PHDEP)	253 Funds Exhausted 12/03	NA	
Other Federal Programs(list individually)			
Rural Development	270	3 per month	
Shelter Plus Care	250	4 per month	

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)

Dwelling Lease and Statement of Charges
Grievance Procedures
Public Housing Video
Resident Handbook
Admissions and Continued Occupancy Plan
House Rules

(2) Section 8 Management: (list below)

Administrative Plan
Family Self Sufficiency Action Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. 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: None

2. Which PHA office 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: None

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

- PHA main administrative office
 Other (list below)

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.

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-52837.

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment. B: Annual Statement Performance and Evaluation Report Comprehensive Grant Program, Parts I, II and III.

-or-

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

(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-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. D. Five-Year Action Plan, Parts I, II and III.

-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 here)

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 HOPE VI 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 HOPE VI 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 Plan 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 HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed-finance 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

[24 CFR Part 903.7 9 (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:	Public Housing Scattered Sites (2 projects)
1b. Development (project) number:	WA19P039014, WA19P039015
2. Activity type:	Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	<u>03/18/99</u>
5. Number of units affected:	
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 3/18/99 b. Projected end date of activity: 3/18/04

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

[24 CFR Part 903.7 9 (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: (DD/MM/YY)
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)

- Part of the development
- Total development

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.

A. Assessments 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 results 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)	
<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI 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

See Required Attachment BB

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

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.

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 11B; 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 11B.)

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"/> HOPE I <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.)

2. Program Description: This program is under development. Initial eligibility criteria parameters are as follows:

Minimum HUD requirements

1. Family must be income-eligible, i.e. below the maximum income cutoff.
2. Gross family income must be at least two times the voucher payment standard.
3. Head of household or spouse must have been continuously employ full-time for at least one year prior to receiving homeownership assistance, except for elderly/disabled families.
4. Family must have completed homeownership education and counseling.
5. There is no previous default on a mortgage obtained through the homeownership option.

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:

1. Family must have sufficient income to pay homeownership and other family expenses.
2. Only 30-year fixed-rate mortgages are allowed.
3. Homebuyers must contribute \$2,500 or 2% of the purchase price, whichever is greater. Additional funds may be received in a gift.
4. Family must be a first-time homebuyer, i.e. have not owned a home in the last 3 years, or be a displaced homemaker.
5. Family must be able to document at least 2 years of employment in current line of work, unless elderly or disabled.
6. Family must have 12 months of clean credit with no late payments, delinquencies, judgments, claims or bankruptcies. Any bankruptcy must have been discharged for at least 2 years. Any previous foreclosure must have a "SOLD" justification.
7. Family must have reasonable expectation of future income growth, unless elderly or disabled.

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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 has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 04/23/99

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

- Client referrals
 Information sharing regarding mutual clients (for rent determinations and otherwise)

- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- 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)

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.)

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)
<i>Section 8 Welfare to Work Voucher</i>	752	<i>Multiple</i>	<i>Main office / Other providers</i>	<i>Section 8</i>
<i>Shelter Plus Care</i>	230	<i>Specific Criteria</i>	<i>Administrator's Office / Other providers</i>	<i>S8 and LIPH Applicants</i>
<i>Project Self Sufficiency</i>	25 year	<i>Specific Criteria</i>	<i>Main office / Other providers</i>	<i>Section 8</i>
<i>Sound Families</i>	25 year	<i>Specific Criteria</i>	<i>Main office / Other providers</i>	<i>Section 8 Project Based Vouchers</i>

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	0	2 (01/15/03)
Section 8	53	62 (01/15/03)

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.

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 areas 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 levels of violent and/or drug-related crime
- Other (describe below) Issues of Public disorder which increases vulnerability to crime, i.e., neighbor conflict, lack of resident involvement.

2. What information or data did the PHA used 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 anticrime/anti drug programs
- Other (describe below)

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

Cedar Grove
Stevens Circle

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

1. List the crime prevention activities the PHA has undertaken or plans 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-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

2. Which developments are most affected? (list below)
Programs are offered at all complexes equally.

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, officer 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) Safety classes. Bike rodeo, red ribbon activities.

2. Which developments are most affected? (list below)
All developments received the above services.

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

Not Applicable per HUD FY2002 Instructions

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 FY 2000 in this PHA Plan?
 Yes No: This PHDEP Plan is an Attachment. E. The Housing Authority of Snohomish County Drug Elimination Plan.

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

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.

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

[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:
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

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: (provide name here) Snohomish County, Washington

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)

- Other: (list below) Joint public hearings were held by Snohomish County and HASCO to receive public input into the consolidated plan and the public housing agency plan. Also included in the hearings were the City of Everett and the Everett Housing Authority, the other consolidated/agency planning entities in our county. The Snohomish County Consolidated Plan staff participated in the Public Hearing held to receive input into this Plan.

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

The 2000 – 2004 Snohomish County Housing and Community Development Consolidated Plan was developed in close cooperation with the Housing Authority of Snohomish County as it developed its own agency plan. The strategies and objectives in the Consolidated Plan subsume those in the agency plan and the County is committed to continuing the availability of HUD CDBG funds on a competitive basis for eligible Authority activities.

ATTACHMENT A

PUBLIC HOUSING DECONCENTRATION POLICY

Component 3, (6) Deconcentration and Income Mixing

- a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I:

PHA Name: Housing Authority of Snohomish County	Grant Type and Number	Federal FY of Grant:
	Capital Fund Program Grant No: WA 19P039501-04	2004
	Replacement Housing Factor Grant No:	

Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)

Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0			
2	1406 Operations (Extraordinary Maintenance)	59,550			
3	1408 Management Improvements	26,798			
4	1410 Administration	29,775			
5	1411 Audit	0			
6	1415 Liquidated Damages	0			
7	1430 Fees and Costs	1,150			
8	1440 Site Acquisition	0			
9	1450 Site Improvement	56,423			
10	1460 Dwelling Structures	114,600			
11	1465.1 Dwelling Equipment--Nonexpendable	0			
12	1470 Nondwelling Structures	3,000			
13	1475 Nondwelling Equipment	500			
14	1485 Demolition	0			
15	1490 Replacement Reserve	0			
16	1492 Moving to Work Demonstration	0			
17	1495.1 Relocation Costs	0			
18	1499 Development Activities	0			
19	1501 Collateralization or Debt Service	0			
20	1502 Contingency	5,955			
21	Amount of Annual Grant: (sum of lines 2 – 20)	297,751			
22	Amount of line 21 Related to LBP Activities	0			
23	Amount of line 21 Related to Section 504 compliance	26,000			
24	Amount of line 21 Related to Security – Soft Costs	0			
25	Amount of Line 21 Related to Security – Hard Costs	0			
26	Amount of line 21 Related to Energy Conservation Measures	53,100			

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replaceent Housing Factor (CFP/CFPRHF)

Part II supporting Pages

PHA Name: Housing Authority of Snohomish County		Grant Type and Number Capital Fund Program Grant No: WA19P039501-04 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
WA 39-004 Robin Park 30 Units	Parking Lot Seal Coat	1450	30	2,000				
	Laundry Room Renovation	1460	30	4,500				
	Fence Repair & Replacement	1450	30	3,502				
WA 39-005 North Terrace 12 Units	Parking Lot Seal Coat	1450	12	2,421				
WA 39-006 Stevens Circle 19 Units	Bathroom Fans W/Timers	1460	19	4,000				
	New Windows	1460	19	40,000				
	Parking Lot Repairs & Seal Coat	1450	19	7,000				
	Landscaping	1450	19	4,000				
WA 39-007 Alderwood 25 Units	Gutters & Downspouts	1460	25	5,000				
WA 39-008 WA 39-003 Pinewood 25 Units	Handrails & Banister	1450	12	1,000				
	Thermostats	1460	12	1,600				
WA 39-010 Centerwood 20 Units	Bathroom Fans	1460	20	4,500				
	ADA Rollin Shower	1460	1	3,000				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replaceent Housing Factor (CFP/CFPRHF)

Part II supporting Pages

PHA Name: Housing Authority of Snohomish County		Grant Type and Number Capital Fund Program Grant No: WA19P039501-04 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
WA 39-011 Maplewood 15 Units	Bathroom Fans W/Timers	1460	15	4,000				
	Soil Stabilization	1450	15	1,500				
	Laundry Room Repairs	1470	15	2,500				
	Dumpster Enclosure Repairs	1470	15	500				
	ADA Rollin Shower	1460	1	3,000				
WA 39-014 Scattered Sites 6 Units			6					
WA 39-015 Scattered Sites 4 Units			4					
WA 39-017 East Terrace I 26 Units	Exterior Painting	1460	24	11,000				
	ADA Rollin Showers	1460	3	10,000				
WA 39-019 Cedar Grove 28 Units	Playground Equipment	1450	28	35,000				
	Exterior Painting	1460	28	12,000				
	ADA Rollin showers	1460	3	10,000				
WA 39-020 East Terrace II 4 Units	Exterior Painting	1460	4	2,000				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replaceent Housing Factor (CFP/CFPRHF)
Part II supporting Pages

PHA Name: Housing Authority of Snohomish County		Grant Type and Number Capital Fund Program Grant No: WA19P039501-04 Replacement Housing Factor Grant No:				Federal FY of Grant: 2004		
Development Number Name/HA -Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-WIDE								
Operations	Operations (Extraordinary Maintenance)	1406	1	59,550				
Management Improvements	Resident Training Programs	1408	1	13,399				
	Resident Training	1408	1	10,421				
	Capital Fund Training	1408	4	1,489				
	Maintenace Skills Training	1408	2	1,489				
Nontechnical Salaries	Staff Salaries	1410.1	3	21,438				
	Staff Benefits	1410.9	3	8,337				
Sundry	Advertisement	1430.9	1	250				
Permit	Permit Fees	1430.6	1	900				
	Computer Equipment	1475	1	500				
Contingency	Contingency	1502	1	5,955				

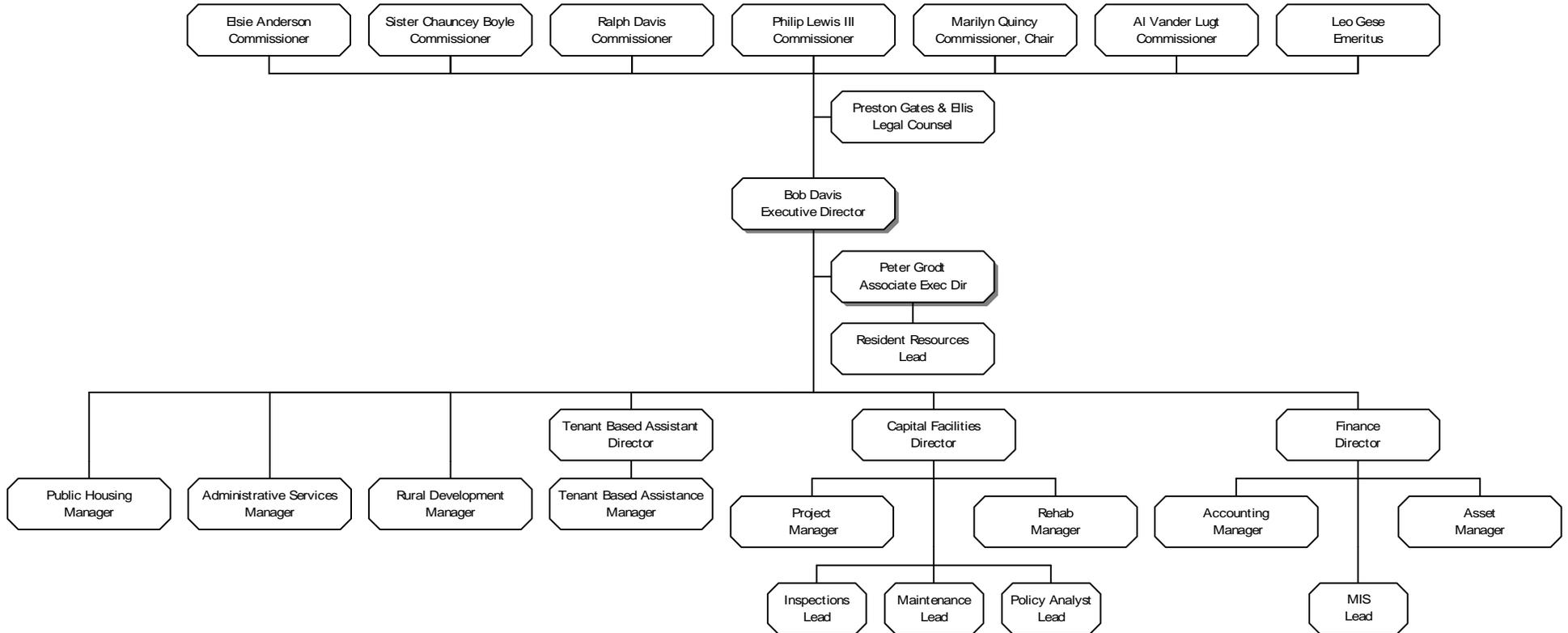
Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II supporting Pages

PHA Name: Housing Authority of Snohomish County		Grant Type and Number Capital Fund Program Grant No: WA19P039501-04 Replacement Housing Factor Grant No:					Federal FY of Grant: 2004	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
WA39-004 Robin Park	9/17/2006			9/16/2008				
WA39-005 North Terrace	9/17/2006			9/16/2008				
WA39-006 Stevens Circle	9/17/2006			9/16/2008				
WA39-007 Alderwood	9/17/2006			9/16/2008				
WA39-008 Pinewood	9/17/2006			9/16/2008				
WA39-010 Centerwood	9/17/2006			9/16/2008				
WA39-011 Maplewood	9/17/2006			9/16/2008				
WA39-014 Scattered Site	9/17/2006			9/16/2008				
WA39-015 Scattered Site	9/17/2006			9/16/2008				
WA39-017 East Terrace I	9/17/2006			9/16/2008				
WA39-019 Cedar Grove	9/17/2006			9/16/2008				
WA39-020 East Terrace II	9/17/2006			9/16/2008				
Resident Resource Coordinator	9/17/2006			9/16/2008				
Resident Training Program	9/17/2006			9/16/2008				
Maintenance Mgmt. Training	9/17/2006			9/16/2008				
Maintenance Skills Training	9/17/2006			9/16/2008				
Staff Salaries	9/17/2006			9/16/2008				
Staff Benefits	9/17/2006			9/16/2008				
Advertisement	9/17/2006			9/16/2008				
Permit Fees	9/17/2006			9/16/2008				
Contingency	9/17/2006			9/16/2008				
Non-dwelling Equipment	9/17/2006			9/16/2008				

HOUSING AUTHORITY OF SNOHOMISH COUNTY

Organization Chart by Function

July 2003



Capital Fund Program Five -year Action Plan

Part I: Summary

PHA Name: Housing Authority of Snohomish County		<input checked="" type="checkbox"/> Original 5-year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA- Wide	Year 1 2004	Work Statement for Year 2 FFY Grant: 2005 PHA FY: 2006	Work Statement for Year 3 FFY Grant: 2006 PHA FY: 2007	Work Statement for Year 4 FFY Grant: 2007 PHA FY: 2008	Work Statement for Year 5 FFY Grant: 2008 PHA FY: 2009
	Annual Statement				
WA39-004 Robin Park		6,000	24,000	15,100	105,023
WA39-005 North Terrace		6,000	31,500	2,200	18,000
WA39-006 Stevens Circle		15,523	26,000	15,000	0
WA39-007 Alderwood		24,000	23,000	48,000	0
WA39-008 Pinewood		30,000	19,023	0	0
WA39-010 Centerwood		30,000	23,500	68,000	0
WA39-011 Maplewood		10,000	8,000	7,000	40,500
WA39-014 Scattered Site		8,250	4,500	7,500	6,000
WA39-015 Scattered Site		6,250	3,000	5,500	4,500
WA39-017 East Terrace I		10,000	8,000	0	0
WA39-019 Cedar Grove		27,000	0	5,723	0
WA39-020 East Terrace II		1,000	3,500	0	0
Physical Improvements Subtotal		174,023	174,023	174,023	174,023

Capital Fund Program Five -year Action Plan

Part I: Summary

PHA Name: Housing Authority of Snohomish County		<input checked="" type="checkbox"/> Original 5-year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1 2004	Work Statement for Year 2 FFY Grant: 2005 PHA FY: 2006	Work Statement for Year 3 FFY Grant: 2006 PHA FY: 2007	Work Statement for Year 4 FFY Grant: 2007 PHA FY: 2008	Work Statement for Year 5 FFY Grant: 2008 PHA FY: 2009
	Annual Statement				
HA-Wide					
Management Improvements		26,798	26,798	26,798	26,798
HA-Wide Nondwelling Structures and Equipment					
Administration		29,775	29,775	29,775	29,775
Other		7,605	7,605	7,605	7,605
Operations (Extraordinary Maintenance)		59,550	59,550	59,550	59,550
CFP Funds Listed for 5-year planning		123,728	123,728	123,728	123,728
Replacement Housing Factor Funds					

Capital Fund Program Five -Year Action Plan

Part II: Supporting Pages--Work Activities

Activities For Year 1	Activities for Year <u>2</u> FFY Grant: 2005 PHA FY: 2006			Activities for Year <u>3</u> FFY Grant: 2006 PHA FY: 2007		
2004	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	W A 39-004 Robin Park 30 Units			W A 39-004 Robin Park 30 Units		
Annual	Replace Gutters	1460	\$6,000	Bathroom Fans W/Timer	1460	\$7,000
Statement				Landscaping	1450	\$5,000
				Common Area Upgrades	1460	\$12,000
	W A 39-005 North Terrace 12 Units			W A 39-005 North Terrace 12 Units		
	Replace Storage Doors	1460	\$3,000	Bathroom Fans W/Timer	1460	\$5,000
	Replace Patio Fences	1450	\$3,000	Unit Light Fixtures	1460	\$7,000
				Concret Walkways	1450	\$7,000
				Exterior Lighting	1450	\$7,000
				Laundry Room	1470	\$4,500
				ADA Ramping	1450	\$1,000
	W A 39-006 Stevens Circle 19 Units			W A 39-006 Stevens Circle 19 Units		
	ADA Shower Repairs	1460	\$3,000	Unit Light Fixtures	1460	\$7,000
	Gutters & Downspouts	1460	\$5,523	Exterior Painting	1460	\$19,000
	Drainage System	1450	\$7,000			
	W A 39-007 Alderwood 25 Units			W A 39-007 Alderwood 25 Units		
	Unit Light Fixtures	1460	\$10,000	Range Hoods	1460	\$3,000
	Hot Water Tanks	1460	\$8,000	Plumbing Fixtures	1460	\$20,000
	Comm. Room Remodel	1470	\$6,000			
	W A 39-008 Pinewood 25 Units			W A 39-008 Pinewood 25 Units		
	Hot Water Tanks	1460	\$10,000	Gutters & Downspouts	1460	\$7,000
	Exterior Trim Painting	1460	\$6,000	Exterior Lighting	1450	\$2,000
	Parking lot Ashpalt	1450	\$8,000	Play Equipment	1470	\$8,000
	Comm. Room Remodel	1470	\$6,000	Laundry Room Repairs	1470	\$2,023

Capital Fund Program Five -Year Action Plan

Part II: Supporting Pages--Work Activities

Activities For Year 1	Activities for Year <u>2</u> FFY Grant: 2005 PHA FY: 2006			Activities for Year <u>3</u> FFY Grant: 2006 PHA FY: 2007		
2004	Development Name/Number	Major Work Catagories	Estimated Cost	Development Name/Number	Major Work Catagories	Estimated Cost
	W A 39-010 Centerwood 20 Units			W A 39-010 Centerwood 20 Units		
	Skylights	1460	\$30,000	Gutters & Downspouts	1460	\$7,500
				Building Signage	1460	\$2,000
				Entry & Storage Doors	1460	\$14,000
	W A 39-011 Maplewood 15 Units			W A 39-011 Maplewood 15 Units		
	Range Hoods	1460	\$3,000	Landscaping	1450	\$5,000
	Deck Repairs	1460	\$7,000	Exterior Lighting	1450	\$3,000
	W A 39-014 Scattered Sites 6 Units			W A 39-014 Scattered Sites 6 Units		
	Entry Doors, Driveway Sealant, Landscaping, Drainage repairs.	1460	\$8,250	Entry Doors, Driveway Sealant, Landscaping, Drainage repairs.	1460	\$4,500
	W A 39-015 Scattered Sites 4 Units			W A 39-015 Scattered Sites 4 Units		
	Entry Doors, Driveway Sealant, Landscaping, Drainage repairs.	1460	\$6,250	Entry Doors, Driveway Sealant, Landscaping, Drainage repairs.	1460	\$3,000
	W A 39-017 East Terrace I 26 Units			W A 39-017 East Terrace I 26 Units		
	VCT & Floor Repairs	1460	\$10,000	Landscaping	1450	\$5,000
				Laundry Room Remodel	1470	\$3,000

Capital Fund Program Five -Year Action Plan

Part II: Supporting Pages--Work Activities

Activities For Year 1	Activities for Year <u>2</u> FFY Grant: 2005 PHA FY: 2006			Activities for Year <u>3</u> FFY Grant: 2006 PHA FY: 2007		
2004	Development Name/Number	Major Work Catagories	Estimated Cost	Development Name/Number	Major Work Catagories	Estimated Cost
	W A 39-019 Cedar Grove 28 Units			W A 39-019 Cedar Grove 28 Units		
	Kitchen & Bath Plumbing Fixtures	1460	\$17,000			
	VCT & Floor Repairs	1460	\$10,000			
	W A 39-020 East Terrace II 4 Units			W A 39-020 East Terrace II 4 Units		
	VCT & Floor Repairs	1460	\$1,000	Exterior Painting	1460	\$1,500
				Landscaping	1450	\$2,000
Total CFP Estimated Cost			\$174,023			\$174,023

Capital Fund Program Five -Year Action Plan

Part II: Supporting Pages--Work Activities

Activities For Year 1	Activities For Year 4 FFY Grant: 2007 PHA FY: 2008			Activities For Year 5 FFY Grant: 2008 PHA FY: 2009		
2004	Development Name/Number	Major Work Catagories	Estimated Cost	Development Name/Number	Major Work Catagories	Estimated Cost
See	W A 39-004 Robin Park 30 Units			W A 39-004 Robin Park 30 Units		
	Concrete Repairs	1450	\$4,000	Deck Repairs	1460	\$23,000
Annual	ADA Refrigerators	1465.1	\$2,100	Light fixtures	1460	\$12,000
	Tree Removal	1450	\$2,000	Baseboard Heaters	1460	\$17,000
	Elastimarc Deck Coating	1450	\$7,000	Insulation Improvements	1460	\$33,023
				Draft stops	1460	\$20,000
	W A 39-005 North Terrace 12 Units			W A 39-005 North Terrace 12 Units		
	ADA Refrigerators	1465.1	\$700	Window Replacement	1460	\$18,000
	ADA Shower Repairs	1460	\$1,500			
	W A 39-006 Stevens Circle 19 Units			W A 39-006 Stevens Circle 19 Units		
	Entry & Storage Doors	1460	\$15,000			
	W A 39-007 Alderwood 25 Units			W A 39-007 Alderwood 25 Units		
	Range Hoods	1460	\$4,000			
	Int. Plumbing Fixtures	1460	\$20,000			
	Water Closets	1460	\$9,000			
	Kitchen & Bath. Vinyl	1460	\$15,000			
	W A 39-008 Pinewood 25 Units			W A 39-008 Pinewood 25 Units		

Capital Fund Program Five -Year Action Plan

Part II: Supporting Pages--Work Activities

Activities For Year 1	Activities For Year <u>4</u> FFY Grant: 2007 PHA FY: 2008			Activities For Year <u>5</u> FFY Grant: 2008 PHA FY: 2009		
2004	Development Name/Number	Major Work Catagories	Estimated Cost	Development Name/Number	Major Work Catagories	Estimated Cost
	W A 39-010 Centerwood 20 Units			W A 39-010 Centerwood 20 Units		
	Int. Plumbing Fixtures	1460	\$16,000			
	Int Lighting Fixtures	1460	\$17,000			
	Baseboard heaters	1460	\$18,000			
	Unit Entry Doors	1460	\$17,000			
	W A 39-011 Maplewood 15 Units			W A 39-011 Maplewood 15 Units		
	Kitchen Plumb. Fixtures	1460	\$7,000	Roof Replacement	1460	\$38,000
				Parking lot Seal Coat	1450	\$2,500
	W A 39-014 Scattered Sites 6 Units			W A 39-014 Scattered Sites 6 Units		
	Gutters	1460	\$3,500	Int. Plumbing Fixtures	1460	\$6,000
	Landscaping	1450	\$4,000			
	W A 39-015 Scattered Sites 4 Units			W A 39-015 Scattered Sites 4 Units		
	Gutters	1460	\$2,500	Int. Plumbing Fixtures	1460	\$4,500
	Landscaping	1450	\$3,000			
	W A 39-017 East Terrace I 26 Units			W A 39-017 East Terrace I 26 Units		
	W A 39-019 Cedar Grove 28 Units			W A 39-019 Cedar Grove 28 Units		
	Landscaping		\$5,723			
	W A 39-020 East Terrace II 4 Units			W A 39-020 East Terrace II 4 Units		
Total CFP Estimated Cost			\$174,023	\$174,023		

ATTACHMENT F

COMMENTS OF RESIDENT ADVISORY BOARD OR BOARDS

No comments were received from the public, residents, or the Resident Advisory Board during the 45-day comment period or during the Public Hearing, conducted on March 11, 2004.

ATTACHMENT G

SECTION 8 HOMEOWNERSHIP PROGRAM CAPACITY STATEMENT

Snohomish County's median home price reached \$217,500 in the summer of 2002, requiring an income of \$64,921 to purchase. Families below median income are increasingly priced out of the market. An entry-level teaching position in south Snohomish County pays \$28,617. With this year's exceptionally low interest rates, this salary could support a mortgage of \$95,000 leaving a gap of \$122,000 between the buyer's affordability and the median sale price.

Recognizing this trend, the Housing Authority initiated a first-time homebuyer program in 1992. Since 1996, the Authority has partnered with HomeSight, a nonprofit HUD certified counseling agency to offer homebuyer education and one-on-one counseling. In 1999 that partnership began offering purchase assistance from a revolving loan fund. The Authority is currently involved in two development projects that combine education, purchase assistance and quality, affordable homes for working families.

HOMEBUYER EDUCATION & FINANCIAL COUNSELING

HomeSight provides a comprehensive homebuyer education, counseling and loan underwriting program. All prospective buyers are required to complete this HUD-certified program which provides twice the number of training hours required by the Washington State Housing Finance Commission. Classes in the financial series cover predatory lending tactics, real estate documents, budgeting, credit repair, investments and estate planning, and home, neighborhood and community maintenance. During two hour one-on-one counseling sessions, HomeSight staff review applications, calculate buyers' affordability, assess credit reports and create savings and action plans. The Authority has provided purchase assistance to more than 150 first-time home buyers and assisted many more with homebuyer education, most of whom have purchased homes without assistance.

REVOLVING LOAN FUND

Purchase assistance loans of up to \$35,000 are available with low interest and deferred payment schedules to buyers below 80 percent of HUD area median income. Buyers must save \$2,500 or 2% of the purchase price of their home (whichever is greater) for their down payment. Their first mortgages are provided by one of eight local participating lenders. Terms of the purchase assistance loans are structured to create a very minimal burden. In most cases the maximum assistance provided is \$45,000. (Buyers receive a second mortgage of \$10,000 amortized over 30 years at 5 percent interest. A third mortgage for the remaining \$35,000 is offered at 4% interest and deferred entirely for eight years.) In year nine the family begins making interest-only payments and in year 31 begins making payments on principle and interest of \$550 a month.

FY2002 promises to be a banner year for the program. In FY2000 and FY2001 the Authority averaged two loans per month. In FY2002 & FY2003 an average of four loans are closing per month. The Authority expects to assist 48 families this year. The program's business plan is for increasing production.

SECTION 8 HOMEOWNERSHIP

The Housing Authority of Snohomish County and Everett Housing Authority have more than 25 Section 8 clients actively working toward homeownership with HomeSight through the Section 8 HomeOwnership program. These clients are required to complete the homebuyer education and counseling program, including saving \$2,500 or 2% of the purchase price of the home for their

downpayment. HomeSite provides up to \$35,000 in purchase assistance. This maximum loan limit has been raised in some specific instances where family size made purchase of a larger home necessary. For Section 8 clients the entire loan is amortized at 5 percent with payments set at the initial value of the voucher, provided the voucher can be reasonably expected to pay off the entire loan. The first Section 8 family to purchase a home in Snohomish County closed their purchase in August of 2002. Both parents of the family of four are disabled. The Authority offers translation services for buyers who do not speak fluent English and an individualized education program for developmentally disabled buyers. A grant to HomeSight from the Neighborhood Reinvestment Corporation for \$400,000 guarantees purchase assistance funds specifically for Snohomish County Section 8 buyers.

DEVELOPMENTS

MARKLAND WOODS

Markland Woods is the Authority's largest homeownership development to date. The 157 two, three and four-bedroom condos and townhomes begin at just \$118,000 in the expensive real-estate market of South Snohomish County. Easy access to jobs along the I-5 corridor, spacious homes backing onto greenbelts, a club house with amenities, a swimming pool and a playground have drawn buyers in more quickly than expected. Qualifying buyers who participate in HomeSight's education and counseling program can receive purchase assistance. Low-income buyers who do not fall below 80 percent of HUD's median income or are not considered first-time homebuyers but still face an affordability gap may receive up to \$10,000 in purchase assistance funded by development proceeds. The Authority is committed to selling at least 51 percent of these homes to low-income buyers and anticipates exceeded this goal.

AIRPORT ROAD TOWNHOMES

In partnership with HomeSight, HASCO is developing 35 new townhomes for first-time buyers on Airport Road. These two-story manufactured homes will combine a quality, affordable product with purchase assistance to make buying a first home possible for low-income families.

COMPLYING WITH COMMUNITY SERVICE REQUIREMENTS

The Housing Authority of Snohomish County is in full compliance with the community service requirements of the Quality Housing and Work Responsibility Act of 1998. Community Service Requirements were re-instituted in October of 2003 following mailings of community service requirement information, required forms and information on volunteer opportunities. Additionally, an informational meeting was held for all residents to answer specific questions and concerns. Housing authority staff continues to be able to work with residents individually to assist residents in complying with the community service requirement. New residents entering public housing are briefed on the requirement and are provided a community service informational packet and forms at lease up.

Review of compliance with the community service requirement is done at the time of the resident's annual public housing review. If clients have failed to comply per the QHWRA requirements clients are required to enter into a settlement agreement requiring them to complete the 96 hours of community service for the past year as well as the requirements for coming year. Per the requirements failure to comply with the settlement agreement will result in termination of the lease.

ATTACHMENT I

PET OWNERSHIP IN PUBLIC HOUSING

HASCO has adopted a pet policy in Public Housing and its provisions are now in effect. Pets are defined as “smaller domesticated animals; specifically dogs, cats, birds, fish or turtles”. The number of pets a resident may own is limited to a dog or cat, 2 birds or 2 turtles, or fish contained in a tank holding a maximum of 10 gallons of water. A resident with a dog or cat may also have birds or turtles as limited above.

Cats and dogs can't exceed 20 pounds or 18 inches at the withers, and must be on a leash while on the common grounds. Pets are not permitted in interior common areas such as community rooms or restrooms. Birds must be confined to a cage except for cleaning.

Pets must be registered with HASCO including a pet description and photo. Documentation of inoculation against rabies, distemper and parvo virus must be provided. The pet must be licensed along with proof of neutering and spaying. Each pet owner must provide the name of an alternative care provider in case he/she is unable to provide care of the pet.

A non-refundable fee of \$150 is charged for each pet, and is used to defray the potential costs of pet damage. Charges during the tenancy for pet damage to the unit or common areas is not deducted from the fee, but is sent as a separate billing in conformance with the Schedule of Charges. Pet owners must sign a copy of the pet policy and the Pet Rider to the lease.

Pet owners are charged with the responsibility of preventing pet damage to the unit or common areas and must not allow the pet to create a nuisance. Dog waste must be picked up immediately, enclosed in plastic, sealed and placed in the garbage container. Kitty litter or shavings must be disposed of in a similar way. Residents may not feed strays and visiting pets are prohibited.

Management maintains a record of complaints and notifies the resident of them. A second notice will advise the owner of potential lease termination if further complaints are received. Vicious pets are dealt with in a more expeditious manner. Pet owners showing irresponsibility may be prohibited from owning a pet in the future.

ATTACHMENT J

PROGRESS IN MEETING THE 5-YEAR PLAN MISSION AND GOALS

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

PHA Goal: Expand the supply of assisted housing.

Objectives:

Increase the supply of Section 8 vouchers by 500 over the 5-year period. **Progress:** HASCO has received 779 vouchers to date. Since the 2003 update, HASCO has not received any additional vouchers. HASCO applied for, but was not successful, in a limited number of Mainstream Vouchers.

Leverage private or other public funds to create additional housing opportunities: Rely primarily on bond and tax credits to create additional housing. **Progress:** To date, 331 units have been added to the HASCO inventory with the acquisitions of Ebey Arms (54 units). HASCO is in the process of acquiring Autumn Leaf Transitional Housing in Marysville. The project will have serve 8 families with case management provided through Catholic Community Services.

HASCO is currently pursuing the acquisition of a 42 unit emergency/transitional housing conversion in Snohomish County. Also, HASCO is looking at other acquisition opportunities as they become available.

Build or acquire (with emphasis on rehabilitation) of 500 affordable housing units during the next 5 years. **Progress:** The above projects will expand the affordable housing stock by 331 units.

PHA Goal: Improve the quality of assisted housing

Objectives:

Improve the Management of the Section 8 Voucher program through clear definition of staffing responsibilities and maximizing productivity. **Progress:** This objective has been accomplished. In addition, new computer software has been installed and modified for the Section 8 program (as well as Public Housing) that will increase administrative efficiency. The new software became operational during the 2003 program year.

Dispose of 43 scattered site Public Housing units and transfer those subsidies to the Millwood Estates complex within 5 years, with no net loss of Public Housing units. **Progress:** To date, 42 of the 43 scattered site units have been sold and 42 Public Housing families are residing at Millwood Estates.

PHA Goal: Increase assisted housing choices.

Objectives:

Closely monitor the voucher payment standard to assure program viability in the expected tight housing market over the next 5 years. **Progress:** The payment standard was raised to the Maximum 110% of fair market rent in October, 2001 and to 120% for large bedroom sizes in certain census tracts approved by HUD. For 2002, 2003 and now into 2004, the predicted tight housing market has not held, with a countywide vacancy rate estimated at 9%. Since private market rents have remained relatively flat with increased vacancies, HASCO has held the

payment standard the same for 2002, 2003 and now 2004, with the only exception being an increase in the mobile home space rent.

Reach 25 voucher homeownership enrollees per year by the end of 5 years.

Progress: Policies have been adopted concerning voucher homeownership with some amendments as HUD refines regulations. Currently, 22 families are enrolled in the program and are completing their homeownership education requirements and addressing credit issues that need resolution prior to home purchase. Four families have purchased a home with their housing voucher and four families are under purchase and sales agreements. Nine families formerly on the voucher program purchased without continued voucher assistance

Make 50 SnoHome first time homebuyer loans per year during the 5-year period.

Progress: To date, 127 homebuyers have purchased homes and an additional 25 households are expected to buy homes through June 30, 2004.

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

PHA Goal: Provide an improved living environment

Objectives:

Maintain or decrease the currently low level of criminal activity at Public Housing developments through improved community policing and other drug elimination programs. **Progress:** Contracts for police/sheriff presence at all Public Housing developments ended in 2003 due to HUD's termination of the PHDEP program. Community room improvements and better outdoor lighting, both funded through PHDEP, are included in Capital Fund expenditures. HASCO continues the process of applying for "Crime Free Rental Housing Designation" through the City of Lynnwood for Alderwood and Pinewood. Semi annual crime prevention inspections are current.

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

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

Objectives:

Provide support services during the 5-year period for 752 Welfare to Work Voucher program participants and those involved in Section 8 set asides listed on page 25 of the Annual Plan. Provide self-sufficiency planning and support to the required number of FS-S participants. For Public Housing, make 4 program referrals per month and at least 8 supportive services programs per year for both Public Housing and Section 8. **Progress:** Supportive services and individual action plans are provided to all Welfare to Work clients and to all Section 8 set-aside programs. The 63 Family Self-Sufficiency participants have approved contracts, action plans, and support services are provided to all of them. Through 2003, 42 FS-S graduates have purchased homes. There are 49 active escrow accounts, with 9 of them having account balances of \$5,000 or more, and 5 with account balances greater than \$10,000, and 2 with account balances greater than \$20,000. Nineteen graduates received a total of \$248,369 in escrow payments.

Program referrals are estimated at 25 per month and at least 10 supportive services programs are provided including Camp Fire, Kids on the Block, Stranger Danger classes, Books For Kids, fire safety, and the new Y Community Program.

Continue to make the Housing Social Services Program available to senior and disabled residents of assisted housing. **Progress:** The contract between HASCO and Senior Services has been signed for 2004, and expended to cover Section 8 clients as well. Quarterly contacts average almost 1000.

Recruit participants and provide services to Individual Development Account (IDA) program participants. **Progress.** HASCO has participated with 6 partner agencies with coordination provided by United Way of Snohomish County. Four HASCO clients were selected to participate in the first round. HASCO will coordinate the homeownership training for interested participants, HASCO will recruit candidates for the expected program expansion of 20 participants in 2004.

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing.

Objectives:

Include as many handicapped accessibility improvements as feasible in the 5-year capital improvements plan based on the handicapped physical needs assessment and transition plan prepared for HASCO properties. **Progress:** Emphasis for the next five years will include range hood controls, U-handles on cabinets, raised profile toilets, and repair to existing roll in showers in the eighteen public housing ADA units. Six of the ADA units will have the new roll in showers installed. For rural development senior housing, install lever style faucets, raised profiled toilets, entry door ramping, and work toward providing more roll in showers for some of the more physically limited seniors.

Other PHA Goals and Objectives.

Progress. The 7 goals and objectives listed in the Annual Plan were adopted by the Board of Commissioners prior to and independent of the Public Housing Agency Plan. They are not quantitative objectives. However, all of them are covered by at least one of the objectives stated above in the Annual Plan and progress is reviewed there. All of these objectives remain the same for the coming year.

ATTACHMENT K

RESIDENT MEMBERSHIP OF THE PHA GOVERNING BOARD

Board of Commissioner Resident Member-Elsie Anderson, appointed January 2000.

Method of Selection-Appointment by County Council following recruitment and interviews.

Term of appointment- 5 years

ATTACHMENT L

MEMBERSHIP OF THE RESIDENT ADVISORY BOARD 2004

RESIDENTS

- ❖ Jenny Anderson
- ❖ Norma Brown
- ❖ Marte Calvert
- ❖ Michelle Cobb
- ❖ Ai Thi Ho
- ❖ Darlene Lundquist

Community Members

- ❖ Chris Jowell ~ Grants Analyst Snohomish County Planning & Development Services
- ❖ Nick Straley ~ Attorney Columbia Legal Services
- ❖ Carolyn Spector ~ Snohomish County Human Services

HOUSING AUTHORITY OF SNOHOMISH COUNTY STAFF

- ❖ Pete Grodt ~ Associate Executive Director
- ❖ Cathy Schindler ~ Lead Resident Resources Coordinator
- ❖ Joseph Abrew ~ Resident Manager

ATTACHMENT M

PROJECT BASED VOUCHERS

The HASCO Board of Commissioners has adopted policies for implementation of Project Based Vouchers. The policies have been made part of the Section 8 Administrative Plan. HASCO will use up to 20% of the Section 8 funding available for this purpose. Preference for the project basing of units will be given to public or non-profit owners. All project-based commitments must be accompanied by supportive services to residents, provided by the owner either directly or in partnership with a supportive service provider. This housing/supportive services combination will more effectively serve disadvantaged segments of the low-income population than regular tenant based assistance.

Project based units sites will be selected consistent with the Agency Plan and furthering the goals of deconcentration of poverty and expanding housing and economic opportunities for low-income households. HASCO will give preference to mixed income developments and neighborhoods where there is not a significant concentration of poverty. In addition, HASCO will give preference to projects that reflect a concerted community effort to combine housing with supportive services that targets a segment of the low-income population needing this combination of assistance. The Sound Families Transitional Housing Program is such an example.