

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

The City of Tucson and Pima County Consortium PHA Plans

PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009

Annual Plan for Fiscal Year 2005

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

**PHA Plan
Agency Identification**

PHA Name: City of Tucson/Community Services Department

**PHA Number: AZ004
AZ033**

PHA Fiscal Year Beginning: (mm/yyyy) 07/01/2005

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 web site
- 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)

5-YEAR PLAN
PHA FISCAL YEARS 2005 - 2009
[24 CFR Part 903.5]

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)
To improve the quality of life for the citizens of Tucson and the greater Pima County area through housing and community services which strengthen and enhance the social, economic, and physical environment, especially for low-income families and individuals.

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
 - Commit to one for one replacement of public housing units
 - Promote scattered site development throughout the community
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:

- Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing: one for one replacement
- Provide replacement vouchers:
- Other: (list below)
 - Promote scattered site development throughout the community
 - Support agencies that seek to preserve expiring project based
Section 8
 - Support organizations seeking to preserve affordable housing

- PHA Goal: Increase assisted housing choices

Objectives:

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

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

- PHA Goal: Provide an improved living environment

Objectives:

 - Implement measures to deconcentrate poverty by bringing higher income
public housing households into lower income developments:
 - Implement measures to promote income mixing in public housing by
assuring access for lower income families into higher income
developments:
 - Implement public housing security improvements:
 - Designate developments or buildings for particular resident groups
(elderly, persons with disabilities)
 - Other: (list below)
 - Support project-based agencies seeking to preserve affordable
housing
 - Encourage community participation in the context of
neighborhoods
 - Improve communication between housing staff and participants of
the program through resident meetings and newsletters

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:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)
 - Provide homeownership opportunities under the Section 8 Homeownership Program

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, disability and domestic partnership:
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, disability and domestic partnership:
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- Other: (list below)

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2005
[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)]

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

The City of Tucson and Pima County Consortium, as the Public Housing Authority (PHA) has described in this 5-year plan, its mission and the long-range goals and objectives for achieving the agency's mission over the subsequent 5 years.

The Plan was prepared in compliance with the Quality Housing and Work Responsibility Act of 1998, and is consistent with the jurisdiction's Consolidated Plan. The Plan is a result of a collaborative effort on PHA staff, Pima County, Southern Arizona Legal Aid, the Metropolitan Housing Commission, community service agencies and program participants of Public Housing and the Section 8 Program. It is the recommendation of the aforementioned, that this Plan be submitted and approved as written.

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
- FY 2005 Capital Fund Program Annual Statement (Attachment A)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2005 Capital Fund Program 5 Year Action Plan (Attachment A)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
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
X	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
X	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
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input 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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input 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
X	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
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

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	Affordability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	64,666	5	4	2	4	3	3
Income >30% but <=50% of AMI	63,363	5	4	3	4	3	4
Income >50% but <80% of AMI	45,087	3	2	2	3	2	2
Elderly	22,024	N/A	N/A	N/A	N/A	N/A	N/A
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
White	974,811	N/A	N/A	N/A	N/A	N/A	N/A
Black	46,651	N/A	N/A	N/A	N/A	N/A	N/A
Hispanic	421,446	N/A	N/A	N/A	N/A	N/A	N/A
Native American	38,216	N/A	N/A	N/A	N/A	N/A	N/A
Asian	29,172	N/A	N/A	N/A	N/A	N/A	N/A

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: 2006-2010 Draft
- 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)

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)

- Section 8 tenant-based assistance
 Public Housing
 Combined Section 8 and Public Housing
 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	2913		218
Extremely low income <=30% AMI	2476	85%	
Very low income (>30% but <=50% AMI)	379	13%	
Low income (>50% but <80% AMI)	58	2%	
Families with children	2350	81%	
Elderly families	204	7%	
Families with Disabilities	359	12%	
Race/ethnicity (White)	2488	85%	
Race/ethnicity (Black)	252	9%	
Race/ethnicity (American Indian)	151	5%	
Race/ethnicity (Asian)	22	1%	
Characteristics by Bedroom Size (Public Housing Only)	# of Families (2913)	% of Total Families	
1BR	708	24%	
2 BR	1103	38%	
3 BR	846	29%	
4 BR	235	8%	
5 BR	21	1%	
5+ BR	0	0	

Housing Needs of Families on the Waiting List

Is the waiting list closed (select one)? No Yes Closed for 2 and 3 bedrooms

If yes:

How long has it been closed (# of months)? 8

Does the PHA expect to reopen the list in the PHA Plan year? No Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance
 Public Housing
 Combined Section 8 and Public Housing
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)
 If used, identify which development/subjurisdiction: *Posadas Sentinel Site Based*

	# of families	% of total families	Annual Turnover
Waiting list total	134		
Extremely low income <=30% AMI	91	68%	
Very low income (>30% but <=50% AMI)	43	32%	
Low income (>50% but <80% AMI)	0	N/A	
Families with children	125	93%	
Elderly families	3	2%	
Families with Disabilities	2	1.5%	
Race/ethnicity (White)	N/A		
Race/ethnicity (Black)	N/A		
Race/ethnicity (American Indian)	N/A		
Race/ethnicity (Asian)	N/A		
Characteristics by Bedroom Size (Public Housing Only)	# of Families	% of Total Families	
1BR	0		
2 BR	92		
3 BR	35		
4 BR	7		
5 BR	0		
5+ BR	0		

Housing Needs of Families on the Waiting List

Is the waiting list closed (select one)? No Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year? No Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance
- Public Housing
- Combined Section 8 and Public Housing
- 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	3168		
Extremely low income <=30% AMI	2154	68%	
Very low income (>30% but <=50% AMI)	950	30%	
Low income (>50% but <80% AMI)	64	2%	
Families with children	1843	58%	
Elderly families	283	9%	
Families with Disabilities	1042	33%	
Race/ethnicity (White)	2715	85.7%	
Race/ethnicity (Black)	279	8.8%	
Race/ethnicity (American Indian)	137	4.3%	
Race/ethnicity (Asian)	37	1.16%	
Characteristics by Bedroom Size (Public Housing Only)	# of Families	% of Total Families	
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

Housing Needs of Families on the Waiting List

Is the waiting list closed (select one)? No Yes

If yes:

How long has it been closed (# of months)? 24 months

Does the PHA expect to reopen the list in the PHA Plan year? No Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

In the upcoming years, the PHA will address the shortage of affordable housing for all eligible populations on its waiting lists. The method for addressing this need will be accomplished by maximizing and fully utilizing all available resources and increasing the number of affordable housing units. The agency will expand the supply of assisted housing by applying for additional funding, reducing Public Housing vacancies, acquiring or building units or developments, and leveraging resources through creative mixed-financing. The reasons for selecting these strategies are marked below. The Agency's reasons for choosing these strategies were due to funding and staffing considerations, community priorities, as well as consultation with program participants.

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration

- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

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)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

- Funding constraints
- Staffing constraints

- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)
 - Results of consultation with Section 8 and Public Housing program participants

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 2005 grants)	3,624,060	
a) Public Housing Operating Fund	1,704,613	
b) Public Housing Capital Fund	9,825,000	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	28,080,600	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
2. Prior Year Federal Grants (unobligated funds only) (list below)		
HOPE VI Revitalization	299,730	Public Housing Capital Improvements
Public Housing Capital fund	1,085,120	Public Housing Capital Improvements
Shelter Plus Care	1,197,660	Section 8 Other
Resident Opportunity and Self-Sufficiency Grants	129,300	Public Housing Supportive Services
Housing Opportunities for People with Aids	437,370	Section 8 Other
Pathways	175,390	Section 8 Other
Positive Housing Opportunities	17,610	Section 8 Other
Family Self Sufficiency Coordinator Grant	25,250	Section 8 Other
3. Public Housing Dwelling Rental Income	2,306,330	Public Housing Operations
4. Other income (list below)		
5. Non-federal sources (list below)		
City General Fund Contribution	345,540	Public Housing Operations
West Congress Street Sale Proceeds (CDBG Program Income)	517,500	Public Housing Capital Improvements
Federal Home Loan Bank	750,000	Public Housing Capital Improvements
HOPE VI Developers Fee	500,000	Public Housing Capital Improvements
Misc. Rents/O & M Reimbursements	97,800	Public Housing Operations
Weed & Seed	374,300	Public Housing Supportive Services
Rio Nuevo Multipurpose District	950,000	Public Housing Capital Improvements
Total resources	52,443,173	

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: (state time)
- Other: (describe) The PHA verifies eligibility for admission when there is a need to fill available vacant units.

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

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

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

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

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

(2) Waiting List Organization

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

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

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

- PHA main administrative office
- PHA development site management office
- Other (list below)
 - Posadas Sentinel Management Office (HOPE VI Office)
 - Martin Luther King Apartments Management Office (proposed HOPE VI site)

Via Internet

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? One

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? If awarded the Martin Luther King Apartment HOPE VI grant, a site-based waiting list is proposed once the new building is constructed.

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: Primary Public Housing waiting list – applicants are dropped from the waiting list after refusing three units. Site-based waiting list - Applicant's name is not placed on the bottom of the waiting list after the first refusal. Applicant has two choices before application is inactivated.

(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?

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)
- Other: (list 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)

- Involuntary Displacement (disaster or displaced by local government action)
- Working families or families enrolled in a training or educational program
- Elderly/Persons with a disability

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

Date and Time

Former Federal preferences:

- 1 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)

- 1 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
- 1 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)
 - 1 Involuntary Displacement
 - 1 Working Families
 - 1 Elderly/Persons with a disability

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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)
 - Change in citizenship/eligible immigrant status

(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

Other (describe below)

Upon written request, the PHA will provide prospective landlords with the family's current and prior address and the name and address of the landlords for these units. The PHA will also provide information that a prior eviction occurred, but not the reason for the eviction.

(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)

Electronic submission

(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:

To expand housing opportunities for disabled persons/families and to provide for reasonable accommodation as needed.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

- 1 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)
Involuntary displacement (disaster or displaced by local government action)

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

- 1 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- 2 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)

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below)
 - Community agency notices
 - Internet
 - Community-based outreach meetings

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)
 Mixed Income Developments

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)
 Maximum rent information received from the AZ Department of Housing

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 (list below)
 - Loss/start of job
 - Changes in source of income
 - Loss or addition of income including but not limited to welfare, supplemental security income, and/or any other source of income
 - Any change in household composition
 - An employed household member becomes eighteen (18) years of age
 - Any change to citizenship status of a family member

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)
 - Survey of rents listed in weekly circulars

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)

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

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:

The PHA is comprised of two Divisions, the Housing Management Division for Public Housing and the Housing Assistance Division for Section 8 Programs, within the Community Services Department of the City of Tucson, Arizona. These two divisions of the Department serve as the PHA.

The City of Tucson PHA implements and administers the Section 8 Program on a countywide basis. The Authority to do so is granted from the County to the City in the form of an Intergovernmental Agreement (IGA).

The Department Director serves as the PHA’s Executive Director and the Mayor and Council of the City of Tucson serves as the PHA’s Board of Commissioners.

In addition, the City of Tucson and Pima County executed an IGA creating a PHA Consortium, designating the City of Tucson as lead agency in the collaboration of the joint PHA Agency Plan and its respective programs.

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	1505	220
Section 8 Vouchers	4316	430
Section 8 Certificates	0	0
Section 8 Mod Rehab	122	25
Special Purpose Section 8 Certificates/Vouchers (list individually)	Mainstream 50	25
Public Housing Drug Elimination Program (PHDEP)	NA	NA
Other Federal		

Programs(list individually)		
HOWPA	30	6
PHOP	20	4
SPC	153	30
SHP	32	6

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)

The Admissions and Continued Occupancy Plan (ACOP) state the policies that govern management and maintenance of public housing. The policies also include prevention measures such as pest control and inspections. The ACOP outlines the procedures used to prioritize and complete work orders. The Dwelling Lease Part II also outlines procedures regarding prevention measures and work order completion.

- (2) Section 8 Management: (list below)

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:

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)

- Five Zone Management Offices
- Posadas Sentinel Management Office (HOPE VI site)

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:

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 A.

-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 A.

-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: South Park HOPE VI
2. Development (project) number: AZ004006
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:
Martin Luther King Apartments

- 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: Martin Luther King Apartments
1b. Development (project) number: AZ20P004005
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted , or planned for submission: (02/01/2005)
5. Number of units affected: 96
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: May 2005 b. Projected end date of activity: April 2009

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: <u>(DD/MM/YY)</u>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[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

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)]

Section 8 Homeownership Program

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:

The Section Eight Home Ownership Program (SEHOP) provides an opportunity for low-income Section 8 Housing Choice Voucher (HCV) holders to achieve homeownership. The PHA will utilize 15 of its HCV's for the Section Eight Home Ownership Program. First preference will be given to Family Self-Sufficiency (FSS) participants, then to other HCV holders who meet the qualifications for SEHOP. SEHOP assistance may be used to purchase a home within the City of Tucson or Pima County. Portability to another jurisdiction is also permitted if the receiving jurisdiction operates a Section Eight Homeownership program and chooses to absorb the family into their program. Qualified individuals/families will receive up to 15 years of mortgage assistance through SEHOP. (There is no maximum term limit for families that qualify as elderly at the commencement of homeownership assistance.) Families will be responsible for a portion of the monthly homeownership expense, which equates to at least 30% of the family's monthly adjusted income.

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. First Time Home Buyer with no current ownership in a residence.
2. Income Requirement FSS participants must be at least 50% of AMI
 Non-FSS participants must be at least 60% of AMI
 Disabled residents minimum annual income must be at least the Federal SSI income multiplied by 2
3. Employment – Full time continuous employment for one year prior to enrollment. Elderly/disabled are exempt from the employment requirement.
4. Must complete initial lease term in Section 8 program prior to enrollment.
5. No outstanding debts to any PHA.
6. Preference for FSS participants then non-FSS participants.
7. No prior mortgage defaults on a mortgage obtained through Section Eight Homeownership Programs (SEHOP).

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 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? **05/13/98**

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)
TANF Agency staff sit on PHA's Self-Sufficiency Advisory Board

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)
Family Self-Sufficiency	200	Criteria	PHA Main Office	PH & Section 8

Service Referral	624	None	Family Counseling Agency	PH Elderly/Disabled
Transportation/Recreation	624	None	Phone Reservations	PH Elderly/Disabled
Amistad Y Familia	40 youth	Criteria	Tucson Parks & Recreation	PH HOPE VI (South Park and Santa Rosa)
Wellness Services	20 Youth	None	CODAC Behavioral Health	PH – So. Park HOPE VI (Youth)
Wellness Services	75 per year	None	U of A Mobile Health Clinic at Quincie Douglas Recreation Center	PH – So. Park HOPE VI (All Served)
Quincie Douglas Teen Center	20 Teens	Criteria	Tucson Parks & Recreation	PH – So. Park HOPE VI

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: 31/12/04)
Public Housing	0	88
Section 8	107 less 69 graduates for a revised total of 38	88

- 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)
 - Results from the 2004 HUD Resident Assessment Survey (RASS)

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)
 - Results from the 2004 HUD Resident Assessment Survey (RASS)

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

Southland (AZ16P004026), Norris (AZ16P004024), Martin Luther King Apartments (AZ20P004005)

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)
 - Working with Tucson Police Department to provide extra security at designated locations
 - Continued promotion of Police Officers in residence program

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

Martin Luther King Apartments (AZ20P004005), South Park/Kennedy Homes (AZ20P004006)

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)
 - In accordance with 24 CFR Parts 950 and 960 titled “Public and Indian Housing Exemption From Eligibility Requirements for Police Officers and Security Personnel”, the PHA has had 10 public housing units occupied by Tucson Police Officers located at various multi-unit family sites throughout the community.
 - Ongoing Weed and Seed grant activities at Kennedy Homes (AZ20P004006) located in the South Park neighborhood.

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

10 public housing units occupied by Tucson Police Department officers at the following properties: Southland (AZ16P004026), Norris (AZ16P004024), Pastime (AZ20P004004), Edith (AZ20P004004), Fairmount (AZ20P004003), Third St. (AZ20P004003), Delano (AZ16P004022), Estrella (AZ20P004003), Irwin (AZ16P004025), and Navajo (AZ20P004015).

Tucson Police Department off duty officers patrol the Tucson House (AZ16P004048) on weekends. The Tucson House is a 408-unit high rise development that is designated to house elderly and disabled persons. Capital Fund Program grants pay for this service.

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2005 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2005 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

The Pet Policy and Service Animal Policy - Attachment B.

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:
Section 8 staff invited program participants to meetings to discuss the Agency Plan. Section 8 Tenant-based Participant comments received:
- Encourage clients to volunteer their services
 - The \$50.00 minimum rent is reasonable
 - Proposals are reasonable

Public Housing staff held a meeting for all public housing residents. A separate meeting was held with the Public Housing Resident Advisory Board. Comments received:

- The \$50 minimum rent change is reasonable.
- The community service requirement is a good idea.
- There is support for the MLK HOPE VI application.
- There is support for the plan to use CFFP for the MLK building.
- Residents asked about changes to the Pet Policy regarding the new rule of only allowing one pet per family. Asked if those families with already more than one pet would be affected by the new rule. Staff explained that new rule would not affect them with the pets they currently have.

3. In what manner did the PHA address those comments? (select all that apply)

- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments
List changes below:
- Other: (list below)

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)
All head of households receiving public housing and tenant-based assistance.

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)

Any Head of Household receiving public housing and tenant-based assistance.

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: **City of Tucson/Pima County Consortium**

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)

Provide homeownership opportunities for first-time buyers, particularly for families with low and moderate incomes

Provide assisted rental housing opportunities to extremely low, very low and low-income elderly, families, homeless, and other persons with special needs

Promote supportive services and facilities for frail elderly, disabled persons, low-income families (renters) and those persons with special needs

Other: (list below)

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

The City and County produced an Action Plan for their first Analysis of Impediments (AI) to Fair Housing in 1998 and expanded it in 1999 to include a specific strategy and budget. The AI was developed with an advisory committee made up of individuals and agencies in the community who represent protected

classes and minorities. The AI contains an Action Plan, which includes testing for discrimination, public education and project and program innovations to increase the availability of housing services to all residents of the community.

The AI lists impediments to fair housing and includes action plans to address each impediment. The actions undertaken by the City are incorporated in the Agency's annual plan.

D. Other Information Required by HUD

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

Attachments

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

PHA Plan Table Library

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

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

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

Original Annual Statement

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

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

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

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

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

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

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

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

Annual Statement/Performance and Evaluation Report
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part I: Summary

PHA Name: City of Tucson - Community Services Department	Capital Fund Grant Number AZ20P004501-05	FYY of Grant Approval 2005
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Original Annual Statement Reserve for Diasters/Emergencies Revised Annual Statement/Revision No. _____
 Final Performance and Evaluation Report Performance and Evaluation Report for Period Ending _____

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds	0	0		
2	1406 Operations (May not exceed 10% of line 20)	183,669	0		
3	1408 Management Improvements	46,000	0		
4	1410 Administration	183,669	0		
5	1411 Audit	0	0		
6	1415 Liquidated Damages	0	0		
7	1430 Fees and Costs	644,000	0		
8	1440 Site Acquisition	0	0		
9	1450 Site Improvement	110,000	0		
10	1460 Dwelling Structures	392,000	0		
11	1465.1 Dwelling Equipment - Nonexpendable	96,000	0		
12	1470 Nondwelling Structures	0	0		
13	1475 Nondwelling Equipment	5,000	0		
14	1485 Demolition	0	0		
15	1490 Replacement Reserve	0	0		
16	1492 Moving to Work Demonstration	0	0		
17	1495.1 Relocation Costs	0	0		
18	1499 Development Activities	171,000	0		
19	1501 Collateralization Expenses or Debt Service	0	0		
20	1502 Contingency (may not exceed 8% of line 21)	5,360	0		
21	Amount of Annual Grant (Sum of lines 2 - 20)	1,836,698	0		
22	Amount of line 20 Related to LBP Activities	0	0		
23	Amount of line 20 Related to Section 504 Compliance	0	0		
24	Amount of line 20 Related to Security - Soft Cost	10,000	0		
25	Amount of line 20 Related to Security - Hard Cost	0	0		
26	Amount of line 20 Related to Energy Conservation	50,000	0		

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

PHA Name: City of Tucson - Community Services Department		Capital Fund Grant Number AZ20P004501-05		FY of Grant Approval 2005				
Development No. / Name HA Wide Activities	General Description of Major Work Categories	Devel. Acct #	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
AZ 4-3 Scattered Sites	Site landscaping / paving	1450	90%	5,000	0			
	Repair building components (roofs)	1460	5%	40,000	0			
	Equipment Replacement (refrig., ranges, evap coolers)	1465.1	5%	5,000	0			
AZ 4-4 Scattered Sites	Site landscaping / paving	1450	90%	5,000	0			
	Repair building components (roofs)	1460	5%	40,000	0			
	Equipment Replacement (refrig., ranges, evap coolers)	1465.1	5%	5,000	0			
AZ 4-5 MLK	Repair building components (mechanical equip.)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
	Development Activities (in support of HOPE VI application)	1499	10%	106,000	0			
AZ 4-6 RFK Homes	Site paving, lighting, landscaping	1450	20%	5,000	0			
	Repair building components (plumbing, painting)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ 4-8 Craycroft T.	Site paving, lighting, landscaping	1450	20%	5,000	0			
	Repair building components (plumbing, painting)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ4-12 & 17 Lander Apt.	Site paving, lighting, landscaping	1450	20%	5,000	0			
	Repair building components (plumbing, windows, painting)	1460	20%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ 4-15 Scattered Sites	Site landscaping / paving	1450	90%	20,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges, evap coolers)	1465.1	5%	5,000	0			
AZ 4-16 Scattered Sites	Site landscaping / paving	1450	90%	1,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges, evap coolers)	1465.1	5%	5,000	0			
AZ 4-21 Scattered Sites	Site landscaping / paving	1450	90%	5,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ 4-22 Scattered Sites	Site landscaping / paving	1450	90%	5,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ 4-23 Scattered Sites	Site landscaping / paving	1450	90%	5,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			

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

PHA Name: City of Tucson - Community Services Department		Capital Fund Grant Number AZ20P004501-05		FY of Grant Approval 2005				
Development No. / Name HA Wide Activities	General Description of Major Work Categories	Devel. Acct #	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
AZ 4-24 Scattered Sites	Site landscaping / paving	1450	90%	5,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ 4-25 Scattered Sites	Site landscaping / paving	1450	90%	5,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ 4-26 Scattered Sites	Site landscaping / paving	1450	90%	5,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ 4-44 Scattered Sites	Site landscaping / paving	1450	90%	5,000	0			
	Repair building components (roofs)	1460	5%	80,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ 4-45 Scattered Sites	Site landscaping / paving	1450	90%	5,000	0			
	Repair building components (roofs)	1460	5%	80,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ 4-46 Scattered Sites	Site landscaping / paving	1450	90%	5,000	0			
	Repair building components (roofs)	1460	5%	30,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ 4-48 Tucson House	Site landscaping / paving	1450	90%	3,000	0			
	Provide Police Patrol	1408	5%	2,000	0			
	Repair building components (toilets,doors, windows)	1460	5%	40,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ 4-49 Scattered Sites	Site landscaping / paving	1450	90%	1,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	1,000	0			
AZ 4-50 Scattered Sites	Site landscaping / paving	1450	90%	1,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	1,000	0			
AZ 4-51 Posadas Sentinel	Site landscaping / paving	1450	90%	1,000	0			
	Repair building components (roofs)	1460	5%	1,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	1,000	0			
AZ 4-52 Posadas Sentinel	Site landscaping / paving	1450	90%	1,000	0			
	Repair building components (roofs)	1460	5%	1,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	1,000	0			

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

PHA Name: City of Tucson - Community Services Department		Capital Fund Grant Number AZ20P004501-05		FY of Grant Approval 2005				
Development No. / Name HA Wide Activities	General Description of Major Work Categories	Devel. Acct #	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
AZ 4-53 Scattered Sites	Site landscaping / paving	1450	90%	1,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	1,000	0			
AZ 4-54 Scattered Sites	Site landscaping / paving	1450	90%	1,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	1,000	0			
Administration	Administrative expense	1410		183,669	0			
HA Wide	Contingency Funds	1502		5,360	0			
	Site Improvements (landscaping, site lighting)	1450		10,000	0			
	Replace 2 housing units	1499		65,000	0			
	Non-Dwelling Equipment (Computer system expansion)	1475		5,000	0			
	Architectural Fees and Costs	1430		644,000	0			
Management	Resident initiative coordinator	1408		40,000	0			
	Resident Training / Family Self Sufficiency			2,000	0			
	Staff training			2,000	0			
Operations		1406	10%	183,669				
TOTAL				1,836,698	0	0	0	

Annual Statement/Performance and Evaluation Report
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: City of Tucson - Community Services Department				Capital Fund Grant Number AZ20P004501-05			FY of Grant Approval 2005
Development No. / Name HA Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
AZ 4-3 Scattered Sites	3/30/06			9/30/07			
AZ 4-4 Scattered Sites	3/30/06			9/30/07			
AZ 4-5 MLK	3/30/06			9/30/07			
AZ 4-6 RFK Homes	3/30/06			9/30/07			
AZ 4-8 Craycroft Towers	3/30/06			9/30/07			
AZ4-12 & 17 Lander Apt.	3/30/06			9/30/07			
AZ 4-15 Scattered Sites	3/30/06			9/30/07			
AZ 4-16 Scattered Sites	3/30/06			9/30/07			
AZ 4-21 Scattered Sites	3/30/06			9/30/07			
AZ 4-22 Scattered Sites	3/30/06			9/30/07			
AZ 4-23 Scattered Sites	3/30/06			9/30/07			
AZ 4-24 Scattered Sites	3/30/06			9/30/07			
AZ 4-25 Scattered Sites	3/30/06			9/30/07			
AZ 4-26 Scattered Sites	3/30/06			9/30/07			
AZ 4-44 Scattered Sites	3/30/06			9/30/07			
AZ 4-45 Scattered Sites	3/30/06			9/30/07			
AZ 4-46 Scattered Sites	3/30/06			9/30/07			
AZ 4-48 Tucson House	3/30/06			9/30/07			
AZ 4-49 Scattered Sites	3/30/06			9/30/07			
AZ 4-50 Scattered Sites	3/30/06			9/30/07			
AZ 4-51 Posadas Sentinel	3/30/06			9/30/07			
AZ 4-52 Posadas Sentinel	3/30/06			9/30/07			
AZ 4-53 Scattered Sites	3/30/06			9/30/07			
AZ 4-54 Scattered Sites	3/30/06			9/30/07			
Administration	3/30/06			9/30/07			
HA Wide	3/30/06			9/30/07			
Management	3/30/06			9/30/07			
Operations	3/30/06			9/30/07			

**Capital Fund Program Five Year Action Plan
Part I: Summary**

PHA Name:

City of Tucson - Community Services Department

Original 5-Year Plan

Revision No. _____

Development Number / Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 50106 PHA FY: 2006	Work Statement for Year 3 FFY Grant: 50107 PHA FY: 2007	Work Statement for Year 4 FFY Grant: 50108 PHA FY: 2008	Work Statement for Year 5 FFY Grant: 50109 PHA FY: 2009
AZ 4-3 Scattered Sites		53,000	53,000	53,000	53,000
AZ 4-4 Scattered Sites	See	31,000	31,000	31,000	31,000
AZ 4-5 MLK		40,000	40,000	40,000	40,000
AZ 4-8 Craycroft T.	Annual	40,000	40,000	40,000	40,000
AZ4-12 & 17 Lander Apts.	Statement	40,000	40,000	40,000	40,000
AZ 4-15 Scattered Sites		35,000	35,000	35,000	35,000
AZ 4-16 Scattered Sites		25,000	25,000	25,000	25,000
AZ 4-21 Scattered Sites		71,000	71,000	71,000	71,000
AZ 4-22 Scattered Sites		15,000	15,000	15,000	15,000
AZ 4-23 Scattered Sites		15,000	15,000	15,000	15,000
AZ 4-24 Scattered Sites		15,000	15,000	15,000	15,000
AZ 4-25 Scattered Sites		15,000	15,000	15,000	15,000
AZ 4-26 Scattered Sites		15,000	15,000	15,000	15,000
AZ 4-44 Scattered Sites		48,000	48,000	48,000	48,000
AZ 4-45 Scattered Sites		62,000	62,000	62,000	62,000
AZ 4-46 Scattered Sites		30,000	30,000	30,000	30,000
AZ 4-48 Tucson House		76,000	76,000	76,000	76,000
AZ 4-49 Scattered Sites		15,000	15,000	15,000	15,000
AZ 4-50 Scattered Sites		15,000	15,000	15,000	15,000
AZ 4-51 Posadas Sentinel		15,000	15,000	15,000	15,000
AZ 4-52 Posadas Sentinel		15,000	15,000	15,000	15,000
AZ 4-53 Scattered Sites		15,000	15,000	15,000	15,000
AZ 4-54 Scattered Sites		15,000	15,000	15,000	15,000

21.0 PET POLICY

21.1 EXCLUSIONS

This policy does not apply to animals that are used to assist persons with disabilities. A new Service/Assistive Animal Policy is attached.

This policy applies to the keeping of pets in all units in the Conventional Public Housing program. This policy shall be applied to all new tenants, to all existing tenants currently having pets as their leases are renewed, and to all existing tenants wishing to get a pet.

The Area Housing Manager shall meet with each pet owner to explain specific procedures in the development related to proper pet management, review applicable pet rules, and provide tenant with a copy of this appendix. Authorization of a Pet Permit provides pet owner(s) with the privilege to keep, harbor and maintain pet(s) on Conventional Public Housing premises. The Area Manager will ensure the pet owner understands that violation of the Pet Policy may result in revocation of the pet owner's Pet Permit and removal of the pet from the premises.

If the complaints are not resolved informally and if there have been three violations of the pet rules requiring housing management involvement, management shall inform the tenant that procedures will be initiated to revoke the Pet Permit. Upon revocation of this Permit, the TENANT must permanently remove the pet(s) from the premises within seven (7) days from the date of the notice. Failure to do so may result in termination of the Dwelling Lease. Revocation of the pet permit is not grievable, but termination of the tenant's lease for failure to remove the pet after the permit is revoked may be the subject of a grievance by the tenant under established grievance procedures.

A person with a disability may keep a service/assistive animal that is needed as a reasonable accommodation to his/her disability. In general, animals used to assist persons with disabilities are not covered by the rules indicated below. The PHA will require proof that residents are eligible for this exclusion. An animal needed as a reasonable accommodation is subject to the PHA's pet policy but is exempt from additional deposit. An approved exception shall be noted on the lease amendment. See Rule #18 below.

These rules may be changed at any time by the PHA, providing new rules instituted are reasonable and tenants are given at least 30 days advance notice and an opportunity to comment.

21.2 RULES

- A. All residents who either currently have or desire to obtain a pet shall request permission in writing to the Area Housing Manager and submit a photo of the pet and other required documentation.

- B. A Pet Permit and Agreement, (Amendment of Dwelling Lease) shall be signed immediately by the tenant, with original to the tenant file. This Dwelling Lease Amendment (see attached) contains the rights and responsibilities of the tenant and management with respect to pet ownership. A pet deposit of \$100 will be required for each dog or cat. The lease amendment must be signed and the pet deposit must be paid before the pet is allowed on the premises. (Note: Existing Tenants with an approved pet permit on file will be allowed to continue with the \$50 pet deposit for the life of the specific dog or cat.)
- C. Only common household pets are permitted. Common "household" pets shall include domesticated dogs, cats, rodents, fish, birds and turtles that are traditionally kept in the home rather than for commercial or other purposes. Snakes, iguanas or other large lizards, pot-belly pigs, and ferrets are not allowed, nor any poisonous animals.
- D. The number and size of pets are limited as follows:
1. Dogs and cats -- limit of one per household. Dogs may not exceed 14 inches at the shoulder or 20 lbs. when fully grown. Note: An exception to the size and weight restrictions may be granted only for tenants residing in single family units having a private yard with a secured fence. This exception is voided and the original restrictions are reinstated if the household transfers to a non-single family unit.
 2. Birds -- limit of two per household, no larger than a parakeet. Birds must be kept in a cage at all times.
 3. Fish -- limit of one aquarium per household with a maximum capacity of 10 gallons.
 4. Turtles -- no more than two per household, small in size. Turtles must be kept in a cage or other container at all times.
 5. Rodents -- no more than two of each type per household. Authorized rodents include mice, chinchillas, guinea pigs, hamsters and white rats. Rodents must be kept in a cage or other secure container at all times.
- B. The tenant must be able to maintain control over their pets.
- E. Dogs and cats must remain within the unit and not be allowed outside, unattended, at any time. An exception would apply to tenants living in housing with secure (fenced) yards.
- F. No chaining of unattended dogs permitted at anytime.

- G. Dogs must be walked while on a leash and all droppings must be removed and disposed of by the person walking the animal. Units, patios and yards must be kept free of odors, insect infestation and pet feces, urine, waste and litter.
- H. We strongly encourage dogs and cats to be neutered or spayed. We insist, however, on the owner providing proof of licensing and inoculations and the name of the veterinarian. Owners must provide a certification each year at the time of their annual reexamination that the pet continues to be in good health and has all required vaccinations. A copy of this documentation will be maintained in the tenant file.
- I. Any dog that is used to threaten either people or other animals will be deemed "vicious" and barred from the development.
- J. The PHA, at its sole discretion, may randomly and periodically inspect the units of pet owners with appropriate notice to ensure compliance.
- K. Pets must be restrained and prevented from digging, gnawing, chewing, scratching or otherwise defacing doors, walls, windows, floor coverings, other units, common areas, buildings, landscaping or shrubs.
- L. Pet owners shall be liable for damage caused by their pets. PHA shall require of the tenant, payment of a pet deposit of \$100. Arrangement may be made to allow the tenant to pay the deposit over a period of two months. If the tenant's pet deposit does not cover the damages, management and the tenant will agree on a payment plan to pay for the damage as well as replacement of the pet deposit. The pet deposit is separate from, and in addition to, any security deposit held on behalf of the tenant by the PHA. The pet deposit will be refunded to the pet owner within 30-60 days of the day the pet is removed or within 30-60 days of the day the tenant vacates the unit, whichever comes first, less deductions detailed in writing and reasonably related to the regulation of pets.
- M. Tenants must board their pets away from the development or make other arrangements for the care of their pets when they intend to leave their unit for 24 hours or more. The Pet Permit and Agreement requires tenants to provide the PHA with the name and phone number of relative or friend who has agreed to assume responsibility for the pet in the event of sudden illness or death of the tenant. The PHA reserves the right to consider the presence of an unattended pet an emergency, and will enter the unit to remove the pet.
- N. PHA staff, including maintenance personnel, reserve the right to refuse to enter a unit to perform work where there is an unattached animal.
- O. Pet owners are expected to exercise responsible and courteous behavior so that the presence of their pet on the property in no way violates the rights of others to peaceful enjoyment of the premises. Tenants with pets will either "shorten" the

leash or carry their pets to keep them from disturbing other tenants, particularly in confined spaces like elevators and lobbies.

P. The PHA may impose fines upon tenants for the violation of any pet rule contained herein. At the time a pet owner first violates any rule, the PHA will send the owner a written warning and no fine will be assessed. The second time that an owner violates the same rule, or any other, the PHA will fine the tenant \$25.00. The PHA may assess additional \$25.00 fines for subsequent violations, and may request the tenant to remove the pet or be subject to eviction after three violations.

Q. Reasonable Accommodation: Applicants/residents who claim that a particular animal is used to assist persons with disabilities and who want to be exempt from the provisions of these Pet Rules must provide the PHA with:

1. A certification that the tenant or prospective tenant or a member of his or her family is a person with a disability;
2. Documentation that the animal actually assists the person with a disability.

R. Exceptions: Reasonable exceptions to the pet policy will be made only upon written request by the tenant/applicant. Exceptions to size limitations will be made for seeing eye or handi-dogs; to qualify for the exception, proper documentation of the dog's certification must be presented. An approved exception shall be noted on the lease amendment. Any such exception must be recommended by the Housing Management Administrator and approved by the Community Services Director.

S. These Pet Rules are posted in the management office of each development and are incorporated by reference into the Lease.

21.3 AMENDMENT TO DWELLING LEASE – PET PERMIT

1. For a Pet Deposit(s) of \$_____, the Community Services Department of the City of Tucson, Arizona permits, (TENANT) _____, to keep, harbor, and maintain the following pet(s) and none others without the written consent of the Community Services Department:

Name	Type	Color/Description	Spayed/Neutered
<hr/>			
<hr/>			

2. The TENANT agrees to keep the pet(s) inside the dwelling unit or in outside area assigned to TENANT. In any other areas, pet must be on a leash accompanied by a responsible person. The pet(s) will be kept out of common areas, laundry rooms, other facilities, and common areas not

assigned to the TENANT. Cats may use a sanitary sandbox in the dwelling unit. Pet(s) droppings outside must be removed immediately by the TENANT. Dogs must be licensed. No pet may be over 14 inches tall at the shoulder or weigh over 20 lbs. when fully grown.

3. TENANT agrees to supervise and care for pet(s) in order to prevent the pet(s) from damaging property, creating unsanitary conditions, or constituting a health hazard.
4. TENANT agrees to report immediately any damage caused by the pet(s) and to pay reasonable charges for repair to the premises, facilities, and common areas caused by the pet(s), payable on the day on which the rent is due, the month following the effective date of the charges.
5. TENANT agrees to indemnify the LANDLORD from all liability concerning the pet(s) of the TENANT, including any property damage, personal injury, pound, and attorney's fees, or court costs.
6. The following person(s) will care fro the pet(s) in the absence of the TENANT:

<u>Name</u>	<u>Address</u>	<u>Telephone #</u>
<hr/>		
7. The name, address and telephone number of the veterinarian caring for the pet(s):

<u>Name</u>	<u>Address</u>	<u>Telephone #</u>
<hr/>		
8. TENANT agrees not to leave their pet(s) unattended for more than 24 hours. In the event that the pet(s) is/are left unattended for more than 24 hours, the LANDLORD may enter the premises of the TENANT, remove such pet(s) and turn it/them over to the pound or other appropriate authorities.
9. LANDLORD will refund the pet deposit(s) to the TENANT upon permanent removal of the pet(s) from the premises and an inspection by the LANDLORD showing that the premises are clean, odor free, and undamaged.
10. This Pet Permit(s) may be revoked in the event the TENANT fails to comply with the conditions of this Permit. The Permit may also be revoked for permitting pet(s) to run loose or to disturb other tenants, including but not limited to loud and excessive barking, biting while unrestrained, or causing a nuisance. Pet Permit may also be revoked if the pet(s) cause damage to the unit. Upon revocation of this Permit, the TENANT must permanently remove the pet(s) from the premises within

seven (7) days from the date of the notice. Failure to do so may result in termination of the Dwelling Lease.

11. All applicable provisions of the lease apply to this amendment.

I acknowledge that I have read, understand and agree to comply with all aspects of PHA's Pet Policy.

I also understand that I must give to PHA the name of an individual or Agency who will be contacted should I become incapable of caring for my pet(s) because of illness, incapacitation or death. That person or Agency is:

SIGNED: _____
Community Services Department of the
City of Tucson, Arizona

SIGNED: _____
Signature of Tenant

SIGNED: _____
Signature of Tenant

Address of Tenant

Date

21.4 VISITING PETS

Pets that meet the size and type criteria outlined above may visit the projects/buildings where pets are allowed for up to two weeks without Public Housing Authority approval. Tenants who have visiting pets must abide by the conditions of this policy regarding health, sanitation, nuisances, and peaceful enjoyment of others. If visiting pets violate this policy or cause the tenant to violate the lease, the tenant will be required to remove the visiting pet.

21.5 REMOVAL OF PETS

The Public Housing Authority, or an appropriate community authority, shall require the removal of any pet from a project if the pet's conduct or condition is determined to be a nuisance or threat to the health or safety of other occupants of the project or of other persons in the community where the project is located.

SERVICE ANIMAL POLICY

BACKGROUND:

Service animals are animals that assist people with disabilities in the activities of independent living. Under the Fair Housing Act, a service animal is any animal that assists or benefits an individual with a disability allowing such person to have equal opportunity to use and enjoy his or her dwelling. The service animal does not have to be licensed or certified by a state or local government or a training program.

Service animals are allowed in all public housing facilities with no restrictions other than those imposed on all tenants to maintain their units and associated facilities in a decent, safe, and sanitary manner and to refrain from disturbing their neighbors.

REQUEST FOR A SERVICE ANIMAL ACCOMMODATION:

The tenant must submit a request in writing (Request for Accommodation form attached) to have a service animal as an accommodation for the tenant's disability.

The tenant must provide written verification that they have a disability and the accommodation is necessary to give the person equal opportunity to use and enjoy the community. The tenant does not need to disclose the nature of the disability. The tenant's healthcare *or* mental health provider must submit a signed letter on professional letterhead to the property management answering the following questions:

- Is the tenant a "person with a disability" as defined by the fair housing laws?
- In the health care provider's professional opinion, does the person need the requested accommodation to have the same opportunity as a non-disabled person to use and enjoy the community?

SERVICE ANIMAL ACCOMMODATION:

Management will review the tenant's written request for a service animal accommodation. Upon written verification from the tenant's healthcare or mental health provider, Management will provide a written response to the tenant. Management's response will take into consideration the reasonableness of the request. The request may be denied and deemed unreasonable only if it causes an undue financial or administrative burden to the community.

The tenant is not required to pay a deposit for the service animal. The tenant is liable for any damage the animal causes.

Proof of licensing, vaccinations, and an emergency contact person who would care for the animal in case of an emergency must be provided to Management.

Owners of service animals are expected to exercise responsible and courteous behavior so that the presence of their animal on the property in no way violates the rights of others to the peaceful enjoyment of the premises.

If the service animal is going to be left for a period of time or if there are special circumstances, Management is to be informed. Management may enter a unit if there are reports that a service animal is creating a disturbance and efforts to locate the tenant are unsuccessful. If it appears that the service animal has been left unattended, Management will determine if the owner is unable to or has not provided care. The animal may be removed if it is determined that the owner is unable to provide care.

Requests for multiple service animals will be reviewed on a case-by case basis. Management may impose limitations if it can be demonstrated that an individual's request for reasonable accommodation exceeds what is necessary for the tenant to have full use and enjoyment of the premises.

Individuals with service animals are solely responsible for the conduct of their service animal and Management may insist that a service animal be prevented from repeated barking that disturbs neighbors. If there have been three violations of the Service Animal Policy, Management shall inform the tenant that procedures will be initiated to revoke the Service Animal Agreement. Upon revocation of the Agreement, the tenant must permanently remove the service animal from the premises within seven days from the date of the notice. Failure to do so may result in termination of the Dwelling Lease. Revocation of the Service Animal Agreement may be subject to a grievance pursuant to the established grievance procedures. The tenant's lease may be terminated for failure to remove a service animal if the Service Animal Agreement is revoked following exhaustion of the grievance process. The termination of the lease may also be subject to a grievance.

Management must first attempt resolution of the problem before eviction proceedings are initiated. Service animals that are a direct threat to others (biting, etc.) or otherwise violate animal control laws can be reported to the local animal control agency.

REMOVAL OF A SERVICE ANIMAL:

When a service animal is unruly or disruptive (jumping on people, biting, or other harmful behavior), Management may ask the tenant to remove the animal from the area. If the improper behavior happens repeatedly, Management may request that the tenant not bring the animal into any area of the property except the tenant's unit, until significant steps have been taken to mitigate the behavior. Mitigation can include refresher training for both the animal and the tenant.

Excessive noise, unsanitary conditions, or threatening behavior on the part of the animal would all provide a basis for Management to require the animal to be removed from the rental unit.

AREAS OFF LIMITS TO SERVICE ANIMALS:

Management may designate certain areas off limits to service animals, such as the swimming pool or any other area where a significant health or safety hazard may exist.

SUPERVISION:

The service animal must be supervised and the tenant/handler must retain full control of the animal at all times.

The service animal must remain within the unit and not be allowed outside, unattended, at any time.

The service animal must be restrained and prevented from digging, gnawing, chewing, scratching or otherwise defacing doors, walls, windows, floor coverings, other units, common areas, buildings, landscaping or shrubs. The tenant is fully responsible for any damage caused by the service animal.

The service animal may accompany the tenant at all times on the property unless it is an area where animals are specifically prohibited.

A tenant may train their own service animal and are not required to provide any information on the training or the specific task that the animal performs.

The service animal must be kept on a leash at all times. Except that service animals, while participating in service animal training are exempt from the leash law requirement, provided that the service animal is accompanied by and under the control of its owner or trainer.

Tenants must board their service animal away from the development or make other arrangements for the care of the service animal when they intend to leave their unit for 24 hours or more. The Service Animal Agreement requires tenants to provide the PHA with the name and phone number of a relative or friend who has agreed to assume responsibility for the service animal in the event of sudden illness or death of the tenant. If the PHA receives complaints of an unattended service animal disturbing tenants, the PHA will attempt to locate the owner of the service animal to determine whether it is unattended. If these efforts are unsuccessful, the PHA may enter the unit to ascertain the welfare of the animal. If necessary, the PHA may make arrangements to have the animal removed.

PHA staff, including maintenance personnel, reserve the right to refuse to enter a unit to perform work where a service animal is exhibiting threatening behavior.

CLEAN UP RULE:

The tenant must never allow the service animal to defecate on any property, public or private (except the tenant's own property), unless the tenant immediately removes the waste or has made arrangements to have the waste removed.

If by virtue of a TENANT'S Disability the TENANT cannot make arrangements to have someone clean up after the service animal, they shall make arrangements with PHA staff to ensure clean up service.

The tenant must always carry equipment sufficient to clean up the animal's feces whenever the service animal is in the common areas or off the tenant's property or have made arrangements to have the waste removed.

The tenant must properly dispose of waste and/or litter or have made arrangements to have someone clean up after the service animal.

It is the tenant's responsibility to clean up after the service animal.

ALLOWABLE SERVICE ANIMAL EXPENSES:

During the annual certification process, tenant should present allowable service animal expenses. Allowable expenses will be treated under the "Medical Deductions" section and include:

- Cost of veterinarian visits for the service animal
- Cost of special equipment for service animal
- Cost of medication for service animal

DE-CONCENTRATION POLICY

It is the policy of the Public Housing Authority to provide for de-concentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, families will be skipped on the waiting list to reach other families with a lower or higher income. This will be accomplished in a uniform and non-discriminating manner.

The Public Housing Authority will affirmatively market housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income residents will not be steered toward higher income developments

Prior to the beginning of each fiscal year, the Public Housing Authority will analyze income levels of families residing in each development, the income levels of census tracts in which developments are located, and the income levels of families on the waiting list. Based on this analysis marketing strategies will be determined and de-concentration incentives implemented

DE-CONCENTRATION INCENTIVES

The Public Housing Authority may offer one or more incentives to encourage applicant families whose income classification would help to meet the de-concentration goals of a particular development.

Various incentives may be used at different times or under different conditions but will always be provided in a consistent and nondiscriminatory manner.

OFFER OF A UNIT

When a unit becomes available, the Public Housing Authority will contact the first family on the waiting list who has the highest priority for this type of unit or development and whose income category would help to meet the de-concentration of goal and/or the income targeting goals.

The Public Housing Authority will contact the family first by telephone to make the unit offer. If the family cannot be reached by telephone, the family will be notified of a unit offer via first class mail. The family will be given five (5) business days from the date the letter was mailed to contact the Public Housing Authority regarding the offer.

The family will be offered the opportunity to view the unit. After the unit has been viewed, the family will have two (2) business days to accept or reject the unit. This verbal offer and the family's decision must be documented in the tenant file. If the family rejects the offer of the unit. The Public Housing Authority will send the family a letter documenting the offer and the rejection.

REJECTION OF UNIT

If, in making the offer to the family, the Public Housing Authority skipped over other families on the waiting list in order to meet a de-concentration goal or offered the family any other de-concentration incentive and the family rejects the unit, the family will not lose its place on the waiting list and will not be otherwise penalized.

If the Public Housing Authority did not skip over other families on the waiting list to reach this family, did not offer any other de-concentration incentive, and the family rejects the unit without good cause, the family will forfeit their application's date and time. The family will keep their preferences, but the date and time of application will be changed to the date and time the unit was rejected.