

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

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# 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:** Housing Authority of the County of Sacramento

**PHA Number:** CA007

**PHA Fiscal Year Beginning: (mm/yyyy)** 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 website
- Other (list below)

?? Resident Advisory Board Meetings

?? Housing Choice Voucher Offices

?? Public Housing Intake and Eligibility Office

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 2000 - 2004**  
[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)

**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)
- 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:
- Provide replacement vouchers:
- Other: (list below)

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)

**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)

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

**Other PHA Goals and Objectives: (list below)**

**Annual PHA Plan**  
**PHA Fiscal Year 2000**

[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.

**N/A (Optional Requirement)**

**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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| <input type="checkbox"/> Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY) |            |
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| Optional Attachments:  |            |
| <input checked="" type="checkbox"/> H. PHA Management Organizational Chart   | (ca007b01) |
| <input type="checkbox"/> FY 2000 Capital Fund Program 5 Year Action Plan   | (ca007c01) |
| <input type="checkbox"/> Public Housing Drug Elimination Program (PHDEP) Plan  |            |
| <input type="checkbox"/> Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)   |            |
| <input checked="" type="checkbox"/> Other (List below, providing each attachment name)   |            |
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**Supporting Documents Available for Review**

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

| <b>List of Supporting Documents Available for Review</b> |   |                                  |
|--|---|----------------------------------|
| <b>Applicable &amp; On Display</b>                       | <b>Supporting Document</b>  | <b>Applicable Plan Component</b> |
| x  | PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations  | 5 Year and Annual Plans          |
| x  | State/Local Government Certification of Consistency with the Consolidated Plan  | 5 Year and Annual Plans          |
| x  | Fair Housing Documentation:<br>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' | 5 Year and Annual Plans          |

| <b>List of Supporting Documents Available for Review</b> |   |  |
|--|---|--|
| <b>Applicable &amp; On Display</b>                       | <b>Supporting Document</b>  | <b>Applicable Plan Component</b>                             |
|  | initiatives to affirmatively further fair housing that require the PHA's involvement.   |  |
| 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:<br>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<br>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<br><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<br><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<br><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                      |
| x  | Public housing grievance procedures<br><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<br><input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan   | Annual Plan: Grievance Procedures                            |
| x  | The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year  | Annual Plan: Capital Needs                                   |
|  | Most recent CIAP Budget/Progress Report (HUD 52825) for   | Annual Plan: Capital Needs                                   |

| <b>List of Supporting Documents Available for Review</b> |   |   |
|--|---|---|
| <b>Applicable &amp; On Display</b>                       | <b>Supporting Document</b>  | <b>Applicable Plan Component</b>                  |
|  | any active CIAP grant   |   |
| 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                        |
|  | Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing                               | Annual Plan: Capital Needs                        |
|  | Approved or submitted applications for demolition and/or disposition of public housing  | Annual Plan: Demolition and Disposition           |
| x  | 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         |
| x  | Approved or submitted public housing homeownership programs/plans   | Annual Plan: Homeownership                        |
| x  | Policies governing any Section 8 Homeownership program<br><input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan   | Annual Plan: Homeownership                        |
|  | 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 (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)                        | Annual Plan: Safety and Crime Prevention          |
| x  | The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings | Annual Plan: Annual Audit                         |
|  | Troubled PHAs: MOA/Recovery Plan  | Troubled PHAs                                     |
|  | Other supporting documents (optional)<br>(list individually; use as many lines as necessary)  | (specify as needed)                               |
| x  | Pet Policy  | Annual Plan / ACOP                                |

## **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.

| <b>Housing Needs of Families in the Jurisdiction<br/>by Family Type</b> |         |               |          |          |               |          |          |
|---|---------|---------------|----------|----------|---------------|----------|----------|
| Family Type   | Overall | Affordability | Supply   | Quality  | Accessibility | Size     | Location |
| Non-Elderly<br>Income <= 30% of<br>AMI                                  | 13,595  | 5             | 5        | 5        | 5             | 5        | 5        |
| Non-Elderly<br>Income >30% but<br><=50% of AMI                          | 11,670  | 5             | 5        | 5        | 5             | 5        | 5        |
| Non-Elderly<br>Income >50% but<br><80% of AMI                           | 8,854   | 4             | 4        | 4        | 4             | 4        | 4        |
| Non-Elderly<br>Subtotal   | 34,119  |               |          |          |               |          |          |
| Elderly<br>Income <= 30% of<br>AMI                                      | 2,132   | 5             | 5        | 5        | 5             | 5        | 5        |
| Elderly<br>Income >30% but<br><=50% of AMI                              | 1,941   | 5             | 5        | 5        | 5             | 5        | 5        |
| Elderly<br>Income >50% but<br><80% of AMI                               | 1,094   | 5             | 5        | 5        | 5             | 5        | 5        |
| Elderly<br>Subtotal   | 5,167   |               |          |          |               |          |          |
| Total Non-Elderly<br>and Elderly<br>Income <= 30% of<br>AMI             | 15,727  | 5             | 5        | 5        | 5             | 5        | 5        |
| Total Non-Elderly<br>and Elderly<br>Income >30% but<br><=50% of AMI     | 13,611  | 5             | 5        | 5        | 5             | 5        | 5        |
| Total Non-Elderly<br>and Elderly  | 9,948   | <b>4</b>      | <b>4</b> | <b>4</b> | <b>4</b>      | <b>4</b> | <b>4</b> |

| <b>Housing Needs of Families in the Jurisdiction<br/>by Family Type</b>        |                 |               |          |          |               |          |          |
|--|-----------------|---------------|----------|----------|---------------|----------|----------|
| Family Type  | Overall         | Affordability | Supply   | Quality  | Accessibility | Size     | Location |
| Income >50% but <80% of AMI  |                 |               |          |          |               |          |          |
| Grand Total  | 39,286          |               |          |          |               |          |          |
| Individuals age 21-64 with Disabilities  | 144,190 persons | <b>5</b>      | <b>5</b> | <b>5</b> | <b>5</b>      | <b>5</b> | <b>5</b> |
| Black Non-Hispanic Households  | 6,905           | <b>4</b>      | <b>4</b> | <b>4</b> | <b>4</b>      | <b>4</b> | <b>4</b> |
| Hispanic Households  | 12,193          | <b>4</b>      | <b>4</b> | <b>4</b> | <b>4</b>      | <b>4</b> | <b>4</b> |
| White Non-Hispanic Households  | 7,979           | <b>4</b>      | <b>4</b> | <b>4</b> | <b>4</b>      | <b>4</b> | <b>4</b> |
| Other households (total households minus white, black and Hispanic households) | 12,209          | <b>4</b>      | <b>4</b> | <b>4</b> | <b>4</b>      | <b>4</b> | <b>4</b> |

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: **2004-2007**
- 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.

| <b>Housing Needs of Families on the Waiting List</b>   |               |                     |                 |
|--|---------------|---------------------|-----------------|
| As of 9/14/04  |               |                     |                 |
| Waiting list type: (select one)  |               |                     |                 |
| <input type="checkbox"/> Section 8 tenant-based assistance   |               |                     |                 |
| <input checked="" type="checkbox"/> Public Housing   |               |                     |                 |
| <input type="checkbox"/> Combined Section 8 and Public Housing   |               |                     |                 |
| <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)       |               |                     |                 |
| If used, identify which development/subjurisdiction:   |               |                     |                 |
|  | # of families | % of total families | Annual Turnover |
| Waiting list total   | 6,093         |                     |                 |
| Extremely low income<br><=30% AMI  | 5,505         | 90.3%               |                 |
| Very low income<br>(>30% but <=50%<br>AMI)   | 535           | 8.77%               |                 |
| Low income<br>(>50% but <80%<br>AMI)   | 54            | .89%                |                 |
| Families with children   | 3,054         | 50%                 |                 |
| Near Elderly families<br>(Head of Household age<br>50-61)  | 867           | 14.2%               |                 |
| Elderly families<br>(Head of Household age<br>62 and older)  | 648           | 10.6%               |                 |
| Families with<br>Disabilities (Includes<br>all families where one<br>or more members are<br>disabled.) | 1,979         | 32%                 |                 |
| Race / American<br>Indian or Alaska<br>Native  | 169           | 2.77%               |                 |
| Race/Asian   | 541           | 8.87%               |                 |
| Race/Black or<br>African American  | 2,803         | 46%                 |                 |
| Race/Native<br>Hawaiian /other<br>Pacific Islander   | 148           | 2.58%               |                 |
| Race / White   | 2,344         | 38.47%              |                 |

| Housing Needs of Families on the Waiting List  |       |        |  |
|--|-------|--------|--|
| As of 9/14/04  |       |        |  |
| Race / Unknown / no response   | 80    | 1.3%   |  |
| Ethnicity / Hispanic   | 829   | 13.6%  |  |
| Ethnicity / Non-Hispanic   | 5,264 | 86.39% |  |
|  |       |        |  |
|  |       |        |  |
| Characteristics by Bedroom Size (Public Housing Only)  |       |        |  |
| 0 BR   | 17    | .28%   |  |
| 1BR  | 2,410 | 39.5%  |  |
| 2 BR   | 2,068 | 33.9%  |  |
| 3 BR   | 1,242 | 20.49% |  |
| 4 BR   | 266   | 4.365% |  |
| 5 BR   | 84    | 1.369% |  |
|  |       |        |  |
| Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes   |       |        |  |
| If yes: <b>The waiting list will be closed 11/1/04</b>   |       |        |  |
| How long has it been closed (# of months)?   |       |        |  |
| Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes   |       |        |  |
| Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes |       |        |  |

| Housing Needs of Families on the Waiting List  |               |                     |                 |
|--|---------------|---------------------|-----------------|
| As of 6/14/04  |               |                     |                 |
| Waiting list type: (select one)  |               |                     |                 |
| <input checked="" type="checkbox"/> Section 8 tenant-based assistance                            |               |                     |                 |
| <input type="checkbox"/> Public Housing  |               |                     |                 |
| <input type="checkbox"/> Combined Section 8 and Public Housing                                   |               |                     |                 |
| <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) |               |                     |                 |
| If used, identify which development/subjurisdiction:   |               |                     |                 |
|  | # of families | % of total families | Annual Turnover |
| Waiting list total   | 4,663         |                     |                 |

**Housing Needs of Families on the Waiting List  
As of 6/14/04**

|  |       |       |  |
|--|-------|-------|--|
| Extremely low income<br><=30% AMI                  | 4,076 | 87%   |  |
| Very low income<br>(>30% but <=50%<br>AMI)         | 548   | 12%   |  |
| Low income<br>(>50% but <80%<br>AMI)               | 39    | 1%    |  |
| Families with children                             | 1,533 | 33%   |  |
| Elderly families                                   | 555   | 12%   |  |
| Families with<br>Disabilities                      | 1,128 | 24%   |  |
| Race / American<br>Indian or Alaska<br>Native      | 137   | 2.9%  |  |
| Race/Asian   | 439   | 9.4%  |  |
| Race/Black or<br>African American                  | 2,103 | 45%   |  |
| Race/Native<br>Hawaiian /other<br>Pacific Islander | 32    | .67%  |  |
| Race/ White  | 1,777 | 38%   |  |
|  |       |       |  |
| Race / Unknown / no<br>response                    | 178   | 3.8%  |  |
| Ethnicity / Hispanic                               | 688   | 14.8% |  |
| Ethnicity / Non-<br>Hispanic                       | 3,977 | 85.2% |  |
|  |       |       |  |
|  |       |       |  |
|  |       |       |  |

Is the waiting list closed (select one)?  No  Yes  
 If yes:  
     How long has it been closed (# of months)? 30 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

**(1) Strategy for Addressing Needs**

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

**(1) Strategies**

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

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

Select all that apply

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

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

Select all that apply

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

**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)
- ?? Develop assisted living facility for frail elderly.

**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)

**2. Statement of Financial Resources – Housing Authority of the County of Sacramento**

[24 CFR Part 903.7 9 (b)]

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

Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

| <b>Financial Resources:<br/>Planned Sources and Uses</b>                              |                   |                                      |
|---|-------------------|--------------------------------------|
| <b>Sources</b>  | <b>Planned \$</b> | <b>Planned Uses</b>                  |
| <b>1. Federal Grants (FY 2005 grants)</b>   |                   |                                      |
| a) Public Housing Operating Fund  | 2,470,620         |                                      |
| b) Public Housing Capital Fund  | 1,873,888         |                                      |
| c) HOPE VI Revitalization   |                   |                                      |
| d) HOPE VI Demolition   |                   |                                      |
| e) Annual Contributions for Section 8 Tenant-Based Assistance                         | 44,980,970        |                                      |
| f) Public Housing Drug Elimination Program (including any Technical Assistance funds) | N/A               |                                      |
| g) Resident Opportunity and Self-Sufficiency Grants                                   | -                 |                                      |
| h) Community Development Block Grant  | N/A               |                                      |
| i) HOME   | N/A               |                                      |
| <b>Other Federal Grants (list below)</b>  |                   |                                      |
| New Development   |                   | Modernization                        |
| <b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>             |                   |                                      |
|   |                   |                                      |
|   |                   |                                      |
| <b>3. Public Housing Dwelling Rental Income</b>                                       | 2,645,514         | Public Housing Maintenance Operation |
|   |                   |                                      |
| <b>4. Other income (list below)</b>   |                   |                                      |
|   |                   |                                      |
| <b>4. Non-federal sources (list below)</b>  |                   |                                      |
| Contributions from other funds  | 57,987            | Public Housing Maintenance Operation |
| Miscellaneous Income  | 11,727            | Public Housing Maintenance Operation |
| Miscellaneous charges to tenants  | 77,655            | Public Housing Maintenance Operation |
| Other charges to tenants  |                   | Public Housing Maintenance Operation |
| <b>Total resources</b>  | <b>52,118,361</b> |                                      |
|   |                   |                                      |
|   |                   |                                      |

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

[24 CFR Part 903.7 9 (c)]

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

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

##### **(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)

within 60 days of being offered a unit

Other: (describe)

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

Criminal or Drug-related activity

Rental history

Housekeeping

Other (describe)

?? Overall suitability

?? Bad debt owed to PHA

?? Credit History

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)

**The PHA plans to create some site-based waiting list after the PHA submits a designated plan to HUD and receives HUD approval.**

b. Where may interested persons apply for admission to public housing? Pre-applications are accepted via telephone, mail or in person.

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

?? Public Housing Intake and Eligibility Office (701 12<sup>th</sup> Street)

?? Over the telephone as a reasonable accommodation

?? Via US mail as a reasonable accommodation

1. 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 or more

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?

**All the site-based waiting lists will be new for the PHA Plan year. The PHA is considering site-based waiting lists as follows:**

?? **Dos Rios (physically located in the City of Sacramento but the site is part of the County Housing Authority)**

?? **North-Area (North of State Highway 50, except east of Watt Ave.)**

?? **South-Area (South of State Highway 50)**

?? **East-Area (East of Watt Ave. and north of State Highway 50)**

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

?? As many as they are eligible for and choose to select.

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)

?? Public Housing Intake and Eligibility Office (701 12<sup>th</sup> Street)

?? Over the phone as a reasonable accommodation

?? The PHA website

**(3) Assignment**

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

- One  
 Two  
 Three or More

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

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

#### **(4) Admissions Preferences**

a. Income targeting:

Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies  
 Overhoused  
 Underhoused  
 Medical justification (reasonable accommodations)  
 Administrative reasons determined by the PHA (e.g., to permit modernization work)  
 Resident choice: (state circumstances below)  
 Other: (list below)

?? To be closer to employment or childcare

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)

?? Residency in City or County or employment in Sacramento City or County

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.

#### 4 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- 3** 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
- 1** Other preference(s) (list below)

?? Residency in City or County or employment in Sacramento City or County

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)

PHA website

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

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

**(6) Deconcentration and Income Mixing**

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

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

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

- Adoption of site-based waiting lists  
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments  
If selected, list targeted developments below:
- Other (list policies and developments targeted below)

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

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

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

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

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

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

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

## **B. Section 8**

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### **(1) Eligibility**

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

- Criminal or drug-related activity only to the extent required by law or regulation
  - Criminal and drug-related activity, more extensively than required by law or regulation
  - More general screening than criminal and drug-related activity (list factors below)
  - Other (list below)
- ?? Any money owed to the PHA

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)

?? Family's current address, if known

?? Name and address, if known of family's current and prior landlord

### **(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)

?? HCV OFFICE

701 12<sup>th</sup> St

Sacramento CA 95816

?? By phone as a reasonable accommodation for persons with disabilities

?? By US mail as reasonable accommodation for persons with disabilities

### **(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:

?? In 60 day increments if family requests it as a reasonable accommodation to make program accessible to family member with a disability

?? To a term reasonably required for the purpose of making the program accessible to families with members with disabilities

### **(4) Admissions Preferences**

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- 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)

?? Permanently disabled for families who have a member with a permanent 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

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence

- Substandard housing
- Homelessness
- 3** High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- 1** 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
- 2** Other preference(s) (list below)
- ?? Permanently disabled for families who have a member with a permanent disability

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)

?? Housing Advocates

?? Social Services

?? TV and radio

?? Newspapers

#### **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:

?? If the HA determines that the hardship is temporary, a minimum rent will be imposed.

?? If the family experiencing a hardship elected to pay the PHA's flat rent, and the amount of the flat rent exceeds the amount of income-based rent, the PHA shall immediately provide for the family to pay rent in the amount determined under income-based rent.

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:

?? A family may choose to pay the flat rent, which can be less than 30% of the adjusted income.

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

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

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\$200 / month. \_\_\_\_
- Other (list below)

?? Any time the family experiences an income decrease.

?? Whenever there is a change in family composition

?? Whenever a person with income joins the household

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

**(2) Flat Rents**

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

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood

Other (list/describe below)

## B. Section 8 Tenant-Based Assistance

Exemptions: 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)

### **Inadequate funding**

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

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

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

- Annually
- Other (list below)

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

- Success rates of assisted families
- Rent burdens of assisted families

Other (list below)

**(2) Minimum Rent**

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

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

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

**5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

**A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

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

**B. HUD Programs Under PHA Management**

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

| Program Name  | Units or Families Served at Year Beginning | Expected Turnover |
|---|--|-------------------|
| Public Housing  | 1097                                       | 216               |
| Section 8 Vouchers  | 5370                                       | 622               |
| Section 8 Certificates  | N/A  |                   |
| Section 8 Mod Rehab   |  |                   |
| Special Purpose Section 8 Certificates/Vouchers (list individually) |  |                   |

|   |  |  |
|---|--|--|
| Public Housing Drug Elimination Program (PHDEP) |  |  |
|   |  |  |
|   |  |  |
| Other Federal Programs(list individually)       |  |  |
|   |  |  |
|   |  |  |

**C. Management and Maintenance Policies**

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

- (1) Public Housing Maintenance and Management: (list below)
- (2) Section 8 Management: (list below)
  - ?? Housing Choice Voucher Administrative Plan
  - ?? Schedule of Fees and Charges

**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:

**The PHA will allow a formal hearing (prior to proceeding with court eviction process) even in cases involving serious crimes and drug offenses**

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)  
?? Public Housing Intake and Eligibility Office  
701 12<sup>th</sup> Street, Sacramento, CA 95814

### **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)  
Applications and Intake Office 701 12<sup>th</sup> Street, Sacramento 95814

## **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 (**ca007a01**)

-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 (**ca007c01**)

-or-

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

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

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

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

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

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

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

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

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

### 2. Activity Description

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

| <b>Demolition/Disposition Activity Description</b>  |
|---|
| 1a. Development name:<br>1b. Development (project) number:  |
| 2. Activity type: Demolition <input type="checkbox"/><br>Disposition <input type="checkbox"/>   |
| 3. Application status (select one)<br>Approved <input type="checkbox"/><br>Submitted, pending approval <input type="checkbox"/><br>Planned application <input type="checkbox"/> |
| 4. Date application approved, submitted, or planned for submission:   |
| 5. Number of units affected:<br>6. Coverage of action (select one)<br><input type="checkbox"/> Part of the development<br><input type="checkbox"/> Total development            |
| 7. Timeline for activity:<br>a. Actual or projected start date of activity:<br>b. Projected end date of activity:   |

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

[24 CFR Part 903.7 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.

| <b>Designation of Public Housing Activity Description</b>  |
|--|
| 1a. Development name:<br>1b. Development (project) number:   |
| 2. Designation type:<br>Occupancy by only the elderly <input type="checkbox"/><br>Occupancy by families with disabilities <input type="checkbox"/><br>Occupancy by only elderly families and families with disabilities <input type="checkbox"/> |
| 3. Application status (select one)<br>Approved; included in the PHA’s Designation Plan <input type="checkbox"/><br>Submitted, pending approval <input type="checkbox"/><br>Planned application <input type="checkbox"/>                          |
| 4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)  |
| 5. If approved, will this designation constitute a (select one)<br><input type="checkbox"/> New Designation Plan<br><input type="checkbox"/> Revision of a previously-approved Designation Plan?   |
| 6. Number of units affected: unknown at this time<br>7. Coverage of action (select one)<br><input type="checkbox"/> Part of the development<br><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.

| <b>Conversion of Public Housing Activity Description</b>  |  |
|---|--|
| 1a. Development name:   |  |
| 1b. Development (project) number:   |  |
| 2. What is the status of the required assessment?   |  |
| <input type="checkbox"/> Assessment underway<br><input type="checkbox"/> Assessment results submitted to HUD<br><input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question)<br><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<br><input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY)<br><input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY)<br><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<br>(date submitted or approved:    ) |
| <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date<br>submitted or approved:    )    |
| <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent                                    |
| <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units  |
| <input type="checkbox"/> 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)]

**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.)

|   |
|---|
| <b>Public Housing Homeownership Activity Description</b><br><b>(Complete one for each development affected)</b> |
| 1a. Development name: SCATT 50 – DOS RIOS<br>1b. Development (project) number: CA007002                         |

|  |
|--|
| <p>2. Federal Program authority:</p> <p><input type="checkbox"/> HOPE I</p> <p><input checked="" type="checkbox"/> 5(h)</p> <p><input type="checkbox"/> Turnkey III</p> <p><input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)</p>       |
| <p>3. Application status: (select one)</p> <p><input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program</p> <p><input type="checkbox"/> Submitted, pending approval</p> <p><input type="checkbox"/> Planned application</p> |
| <p>4. Date Homeownership Plan/Program approved, submitted, or planned for submission:<br/>(01/25/2000)</p>   |
| <p>5. Number of units affected: 9</p> <p>6. Coverage of action: (select one)</p> <p><input checked="" type="checkbox"/> Part of the development</p> <p><input type="checkbox"/> Total development</p>  |

|  |
|--|
| <p><b>Public Housing Homeownership Activity Description</b><br/>(Complete one for each development affected)</p>   |
| <p>1a. Development name: FAMILY SCATT</p> <p>1b. Development (project) number: CA007002</p>  |
| <p>2. Federal Program authority:</p> <p><input type="checkbox"/> HOPE I</p> <p><input checked="" type="checkbox"/> 5(h)</p> <p><input type="checkbox"/> Turnkey III</p> <p><input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)</p>       |
| <p>3. Application status: (select one)</p> <p><input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program</p> <p><input type="checkbox"/> Submitted, pending approval</p> <p><input type="checkbox"/> Planned application</p> |
| <p>4. Date Homeownership Plan/Program approved, submitted, or planned for submission:<br/>(01/25/2000)</p>   |
| <p>6. Number of units affected: 6</p> <p>6. Coverage of action: (select one)</p> <p><input checked="" type="checkbox"/> Part of the development</p> <p><input type="checkbox"/> Total development</p>  |

|   |
|---|
| <p><b>Public Housing Homeownership Activity Description</b><br/>(Complete one for each development affected)</p>            |
| <p>1a. Development name: SACRAMENTO COUNTY</p> <p>1b. Development (project) number: CA007009</p>                            |
| <p>2. Federal Program authority:</p> <p><input type="checkbox"/> HOPE I</p> <p><input checked="" type="checkbox"/> 5(h)</p> |

|   |
|---|
| <input type="checkbox"/> Turnkey III<br><input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)   |
| 3. Application status: (select one)<br><input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program<br><input type="checkbox"/> Submitted, pending approval<br><input type="checkbox"/> Planned application |
| 4. Date Homeownership Plan/Program approved, submitted, or planned for submission:<br><u>01/25/2000</u>   |
| 7. Number of units affected: 1<br>6. Coverage of action: (select one)<br><input checked="" type="checkbox"/> Part of the development<br><input type="checkbox"/> Total development  |

|   |
|---|
| <b>Public Housing Homeownership Activity Description</b><br><b>(Complete one for each development affected)</b>   |
| 1a. Development name: SACRAMENTO COUNTY<br>1b. Development (project) number: CA007018   |
| 2. Federal Program authority:<br><input type="checkbox"/> HOPE I<br><input checked="" type="checkbox"/> 5(h)<br><input type="checkbox"/> Turnkey III<br><input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)           |
| 3. Application status: (select one)<br><input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program<br><input type="checkbox"/> Submitted, pending approval<br><input type="checkbox"/> Planned application |
| 4. Date Homeownership Plan/Program approved, submitted, or planned for submission:<br><u>(01/25/2000)</u>   |
| 8. Number of units affected: 8<br>6. Coverage of action: (select one)<br><input checked="" type="checkbox"/> Part of the development<br><input type="checkbox"/> Total development  |

|   |
|---|
| <b>Public Housing Homeownership Activity Description</b><br><b>(Complete one for each development affected)</b>   |
| 1a. Development name: SCATT 50 – DOS RIOS<br>1b. Development (project) number: CA007002   |
| 2. Federal Program authority:<br><input type="checkbox"/> HOPE I<br><input type="checkbox"/> 5(h)<br><input type="checkbox"/> Turnkey III<br><input checked="" 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<br><input type="checkbox"/> Submitted, pending approval<br><input checked="" type="checkbox"/> Planned application |
| 4. Date Homeownership Plan/Program approved, submitted, or planned for submission:<br>(12/01/2004)   |
| 9. Number of units affected: 14<br>6. Coverage of action: (select one)<br><input checked="" type="checkbox"/> Part of the development<br><input type="checkbox"/> Total development                    |

| <b>Public Housing Homeownership Activity Description</b><br><b>(Complete one for each development affected)</b>  |                                     |
|--|-------------------------------------|
| 1a. Development name: FAMILY SCATT SITES   | 1b. Development (project) number:   |
| 2. Federal Program authority:  |                                     |
| <input type="checkbox"/> HOPE I<br><input type="checkbox"/> 5(h)<br><input type="checkbox"/> Turnkey III<br><input checked="" 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<br><input type="checkbox"/> Submitted, pending approval<br><input checked="" type="checkbox"/> Planned application |                                     |
| 4. Date Homeownership Plan/Program approved, submitted, or planned for submission:<br>(12/01/2004)   |                                     |
| 10. Number of units affected: 38   | 6. Coverage of action: (select one) |
| <input checked="" type="checkbox"/> Part of the development<br><input type="checkbox"/> Total development  |                                     |

| <b>Public Housing Homeownership Activity Description</b><br><b>(Complete one for each development affected)</b>  |  |
|--|--|
| 1a. Development name: SACRAMENTO COUNTY  | 1b. Development (project) number: CA007018 |
| 2. Federal Program authority:  |  |
| <input type="checkbox"/> HOPE I<br><input type="checkbox"/> 5(h)<br><input type="checkbox"/> Turnkey III<br><input checked="" 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<br><input type="checkbox"/> Submitted, pending approval<br><input checked="" type="checkbox"/> Planned application |  |
| 4. Date Homeownership Plan/Program approved, submitted, or planned for submission:   |  |

|   |
|---|
| (12/01/2004)  |
| 11. Number of units affected: 17                            |
| 6. Coverage of action: (select one)                         |
| <input checked="" type="checkbox"/> Part of the development |
| <input type="checkbox"/> Total development                  |

|   |
|---|
| <b>Public Housing Homeownership Activity Description<br/>(Complete one for each development affected)</b> |
| 1a. Development name: SACRAMENTO COUNTY   |
| 1b. Development (project) number: CA007033  |
| 2. Federal Program authority:   |
| <input type="checkbox"/> HOPE I   |
| <input type="checkbox"/> 5(h)   |
| <input type="checkbox"/> Turnkey III  |
| <input checked="" 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 checked="" type="checkbox"/> Planned application   |
| 4. Date Homeownership Plan/Program approved, submitted, or planned for submission:<br>(12/01/2004)        |
| 12. Number of units affected:   |
| 6. Coverage of action: (select one)   |
| <input checked="" 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:

#### a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

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

[24 CFR Part 903.7 9 (l)]

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

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

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? DD/MM/YY

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

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

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

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

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

- Yes  No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

| <b>Services and Programs</b>                                       |                |  |  |   |
|--|----------------|--|--|---|
| Program Name & Description<br>(including location, if appropriate) | Estimated Size | Allocation Method<br>(waiting list/random selection/specific criteria/other) | Access<br>(development office / PHA main office / other provider name) | Eligibility<br>(public housing or section 8 participants or both) |
| <i>Janitorial/Custodial Training Program</i>                       | 4              | <i>Interview</i>   | <i>Resident must provide transportation</i>                            | <i>Public Housing</i>   |
| Painter Training Program   | 8              | Interview  | <i>Resident must provide transportation</i>                            | <i>Public Housing</i>   |
| Clerical Training Program  | 7              | <i>Interview</i>   | <i>Resident must provide transportation</i>                            | <i>both</i>   |
| Landscaping Training Program                                       | 4              | <i>Interview</i>   | <i>Resident must provide transportation</i>                            | <i>Public Housing</i>   |
|  |                |  |  |   |

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

a. Participation Description

|  |
|--|
| <b>Family Self Sufficiency (FSS) Participation</b> |
|--|

| Program        | Required Number of Participants<br>(start of FY 2000 Estimate) | Actual Number of Participants<br>(As of: 26/04/04YY) |
|----------------|--|--|
| Public Housing | 0  | 0  |
| Section 8      | 28 city, 85 county   | 42 city, 86 county                                   |

- 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

See attachment L of this document. The full community service policy is contained in the ACOP.

## **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.79 (m)]

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

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

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

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the 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)

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

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

3. ?Which developments are most affected? (list below) Young Street, 1725 K Street, E Street, Sherman Oaks, Glen Haven, Lincoln Manor, Main, Northcrest

**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) Decentralization of certain management offices.

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

All properties in the Oak Park are a will be overseen by a manager whose office is in one of the Oak Park complexes. K Street and E Street will also have manager's working on site.

Criminal background checks will be performed on existing residents on a random basis or a targeted area with reported problems.

**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)

2. Which developments are most affected? (list below) There are Neighborhood Police Officers located at River Oaks and New Helvetia. POP Officers work very closely with the manager of the Oak Park Area and the Sheriff's Dept has worked with the manager of the Young Street property and the immediate area.

**D. Additional information as required by PHDEP/PHDEP Plan**

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

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

See attachment D in this document. The pet policy is part of the ACOP

**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 Make sure we fill out this section after the RAB meetings.**

[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)

**See attachment section of this document #F.**

Provided below:

3. In what manner did the PHA address those comments? (select all that apply)  
 Considered comments, but determined that no changes to the PHA Plan were necessary.  
 The PHA changed portions of the PHA Plan in response to comments  
List changes below:

Details of all comments and PHA responses can be found in Attachment F of this document, "Public Comment" section. Also, included in the PHA responses are notations on the portions of the PHA Plan that were changed in response to public comments.

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)

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

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

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

1. Consolidated Plan jurisdiction: (provide name here)

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)

?? Project-based Assistance: Designates up to 20% of the vouchers to be used where there is a 10-year contract with the PHA to accept voucher-eligible tenants.

?? The PHA meets quarterly with the Resident Advisory Board to exchange information and discuss issue or concerns. More frequent meetings are scheduled during the PHA Plan process.

?? PHA staff provide referral service to residents, directly and via the quarterly newsletter.

?? The PHA funds, or collaborates with other agencies to provide various activities designed to support self-sufficiency and independence, such as: painter, landscaping, and clerical training programs, a bus driver hired to provide transportation to grocery shopping, and Senior Nutrition Services.

?? The PHA has formed a task force of housing and community development staff that meet regularly to collaborate and coordinate to ensure that the PHA activities and initiative are consistent with the Consolidate Plan.

Other: (list below)

**Newly formed Community Development / Housing Authority Task force meets regularly to coordinated activities to better serve the community.**

3. The Consolidate Plan of the jurisdiction supports the PHA Plan with the following actions and commitments (See #2 above)

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

#### **D.Other Information Required by HUD**

##### **Definition of a Significant Amendment:**

The Housing Authority hereby defines substantial deviation and significant amendment or modification as any change in policy which significantly and substantially alters the Authority's stated mission and the persons the Authority serves. This would include admissions preferences, demolition or disposition activities and conversion programs. Discretionary or administrative amendments consistent with the Authority's stated overall mission and basic objectives will not be considered substantial deviations or significant modifications.

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

## Attachments

### **A. Admissions Policy for Deconcentration (integrated into text of the Annual Plan)**

The Sacramento County Housing Authority completed the analysis of its family developments to determine concentrations of poverty and determined that the family complexes that were not within the Established Income Range (EIR) are small complexes or are scattered sites that lend themselves to deconcentration.

### **B. Fiscal year 2005 Capital Fund Program Annual Statement and 5-Year (see separate attachment ca007a01).**

### **C. Brief Statement of Progress in Meeting 5 Year Plan Mission and Goals**

The Sacramento County Housing Authority completed the 5 Year portion of the PHA Plan that includes fiscal years 2005-2009. The focus for Public Housing will be to improve PHAS scores with particular emphasis on the physical indicator and unit turn-around time.

The focus for the Housing Choice Voucher Program will be to continue to provide safe, decent and affordable housing in the most efficient way possible.

### **D. Description of the PHA's Pet Policy**

The PHA adopted a pet policy which allows residents to have pets, provided that they request permission to keep a pet in advance, sign a Pet Policy/Agreement and agree to paying a pet deposit. The pet policy covers common household pets such as dogs, cats, fish, birds, rabbits, and rodents.

Residents may have up to two pets, but only one dog. Dogs are limited to a maximum adult weight of 25 pounds and must be housebroken. Dogs and cats must be spayed or neutered and must have a health certificate prepared by a veterinarian.

The pet policy (including pet deposit) does not apply to animals that are needed as a reasonable accommodation for persons with disabilities.

The Pet Policy is included with the Admissions and Continued Occupancy Policy.

### **E. Resident Advisory Board Members**

| <u>Member</u> | <u>Representing</u> | <u>Address</u>                 |
|---------------|---------------------|--------------------------------|
| Glenda Brewer | Arden Villa         | 3241 Alta Arden, Sacramento    |
| Evelyn Spoor  | Crystal Gardens     | 6045 Dry Creek Road, Rio Linda |
| Edna Coleman  | Pradise Manor       | 4930 El Paraiso, Sacramento    |
| Roy Griffin   | Creekside           | 6029 Dry Creek Road, Rio Linda |

## **F. RESIDENT ADVISORY BOARD RECOMMENDATIONS**

### **ANNUAL PLAN OUTREACH**

**The following Annual Plan meeting dates were publicized using the following methods:**

**?? Posters were placed in conspicuous spaces at the following area management offices:**

- 1. Dos Rios Management Office (321 Eliza Street, Sacramento, CA 95814)**
- 2. River Oaks Management Office (240 Seavey Circle, Sacramento, CA 95818)**
- 3. New Helvetia Management Office (816 Revere Street, Sacramento, CA 95818)**
- 4. HCV and Applications Office (701 12<sup>th</sup> Street, Sacramento, CA 95814)**

**?? The PHA Plan, ACOP and Administration Plan drafts were available on the SHRA Website: [www.shra.org](http://www.shra.org)**

**?? The meeting dates were published in the resident newsletter.**

**?? The meetings were announced at the RAB meeting.**

**?? The meeting dates were posted to the SHRA Website: [www.shra.org](http://www.shra.org)**

**The main meetings with residents were held at geographically diverse sites and at various times to accommodate working resident's schedules. All residents were invited to request a special meeting at their individual sites. By bringing the information to the residents on site, transportation was not a barrier to resident participation.**

**Rather than give those attending the meetings a large, overwhelming document, key PHA staff highlighted significant policy changes and outlined the plan for Capital Fund expenditures. This provided residents an overview of the general direction the PHA will take for the upcoming year, but also gave enough detail to make residents and RAB members aware of areas that they may want to research in further detail. Upon request a copy of the draft documents was provided to residents and RAB members.**

**No outside organizations were notified or invited to these working meetings to develop the draft plan, but the entire community was invited to comment and inspect the Annual Plan document at several housing sites and the main Public Library. Due to budget restraints, resources were not available to invite the public to participate prior to the required public comment period and public hearing.**

**Staff, residents, and RAB members attended the working meetings listed below. Attendance lists are available upon request.**

## 2005 PHA ANNUAL PLAN

### MAIN MEETING DATES

June 22, 2004 at the Dos Rios Office 321 Eliza Street 6:00-8:00 P.M.  
June 23, 2004 at the Comstock Building 1725 K Street 2:00-4:00 P.M.  
June 24, 2004 at the River Oaks Office 240 Seavey Cir. 6:00-8:00 P.M.

## 2005 PHA ANNUAL PLAN

### INDIVIDUAL DEVELOPMENT MEETING DATES

**No individual site meetings were requested by residents at developments in the County of Sacramento.**

### **Resident Involvement in the 2005 PHA Plan Process**

Several meetings were held with residents and Resident Advisory Board (RAB) members to discuss the significant proposed changes to the PHA Plan and the Admissions and Continued Occupancy Policy (ACOP). Additional resident meetings at individual sites were offered to be held upon request so that more residents could participate in the PHA Plan process. To facilitate productive meetings, the PHA staff prepared initial recommendations for changes to the PHA Plan and ACOP and then presented these proposed changes at these meetings.

#### **Significant changes to the PHA Plan or the policy document**

- 1. Pet Policy changes**
- 2. Elderly Designated Housing**
- 3. Site-Based waiting lists**
- 4. Criminal background checks on existing residents**
- 5. Change to involuntary displacement preference**
- 6. Closing of Public Housing waiting list after the purge**
- 7. Change in grievance policy for violent criminal activity or drugs**
- 8. Change in how income is verified (Upfront Income Verification)**

The following are resident and RAB comments and recommendations and PHA responses. PHA staff considered all recommendations of the RAB and residents in revisions of drafts. The comments and recommendations below are broken down into two categories: (I) PHA Plan (excluding Capital Fund) and the ACOP, and (II) Capital Fund plan.

## I. PHA Plan and ACOP Recommendations and Comments

### **Pet Policy Comments**

1. There was a suggestion to change the following wording in the draft pet policy, “Approved reasonable accommodation for service animals and companion animals means that these animals are excluded from the regular pet policy. This also means that approved service animals and companion animals do not require a pet deposit.”

The policy also explains that the owner is responsible to control the animal and maintain the premises in a clean and sanitary condition, there was a concern that the animal owners may not understand that there are still obligations because of the phrase “excluded from the regular pet policy”.

**PHA response:** The PHA rewrote this section to add further emphasis to the obligation of the animal owners as follows:

*Assistance animals (service animals and companion animals) that are needed as a reasonable accommodation for persons with disabilities are not considered pets, and thus are not subject to PHA pet policies. This also means that approved assistance animals do not require a pet deposit.*

*However, owners of assistance animals are still responsible to control the animals, maintain the premises in a clean and sanitary condition, and are subject to approval of the animal as a reasonable accommodation.*

2. The medical release form currently used to confirm the need for a reasonable accommodation is a concern for some residents. It is very general and implies that PHA could obtain any and all medical records thus invading the privacy of the resident.

*The PHA is currently revamping the entire reasonable accommodation process, including new forms. The agency has never requested specific diagnosis or the nature or severity of the disability. The new medical release form is now part of the reasonable accommodation form and makes it very clear that the release form is authorizing the professional to verify that the animal performs the assistance or provides the benefit needed by the person with the disability. The new procedures and forms will be available for resident review and comments within the next few weeks.*

### **Elderly Designated Housing Comments**

1. Most residents agreed that mixing elderly and near elderly residents with younger disabled residents does not always work. They agreed it would be nice for residents to have a choice to live in an elderly /near elderly only complex and saw the benefit of clustering like developments to improve services to the elderly. Other residents felt that it is not necessarily the age differences but rather lifestyle differences that cause conflicts and problems.

***PHA response:***

***The PHA is still in the process of developing the application for elderly designated housing and will have more community meetings, specific to this topic, in the near future. The PHA acknowledges that the elderly designation plan will not resolve all issues at the high rise sites and that additional resources may be required to make the open sites a better places to live.***

### **Closing the Waiting List**

With the Housing Choice Voucher waiting list already closed and the proposed closing of the Public Housing waiting list, residents were deeply concerned that there is no place to turn for people in the community who desperately need affordable housing. There was a suggestion that we keep a waiting list of those who want to apply and then put them on the regular waiting list as soon as it is open (a waiting list for the waiting list).

***PHA Response: The PHA acknowledges that there is more demand than supply for affordable housing in the Sacramento area. Closing the waiting list will allow the resources that currently go into taking applications to be utilized elsewhere. Putting resources into filling vacancies faster takes families off the waiting list and houses them sooner. Keeping the waiting list open when it is so large offers false hope to families.***

***PHAs may maintain a list of individuals who wish to be notified when the waiting list is re-opened although most PHAs choose not to maintain such a list because of the resources involved. This list would in no way secure the date and time of the family on the newly opened waiting list. The PHA will consider the request.***

**Criminal background checks comments.**

*There was a concern that the new Criminal Background Check Policy may constitute an abuse of authority by the PHA. The PHA is proposing the following:*

**“Once the applicant passes the background check and is admitted to public housing, they may commit serious crimes that PHA staff are unaware of. In the interest of protecting the health and safety of the other residents in public housing and preserving program integrity, the PHA will conduct criminal background checks at its discretion. The background checks may be random, may be confined to residents at a certain site where repeated problems have been reported, or they may be conducted when there is reasonable suspicion that a resident has engaged in serious crime.”**

*The concern is that individual managers may target residents who they do not like based upon untrue accusations by nosy neighbors (snitches). Residents expressed that the PHA is getting into “policing” rather than managing, is intruding on civil liberties, and is setting up an unfair system that could result in the targeting residents to get rid of them.*

*Others liked the policy because they believe it will help make their developments safer and they firmly agree that those who engage in violent criminal or drug activity should not be housed in public housing.*

### **PHA’s response:**

**The PHA acknowledges that the process and procedures for making the decision on who and when to perform the criminal background checks must safeguard against any staff abuse of this process. No one individual staff will make the determination about when and who to conduct the criminal background check. A committee who will use specific guidelines will make the decisions. Procedures will be implemented that are designed to protect the rights of residents and guard against any individual decisions, which may be retaliatory.**

**This is merely one tool the PHA would like to have to improve the health, safety and peaceful enjoyment of the developments, but is certainly not a substitute for good management.**

#### **Grievance Policy for Violent Criminal Activity or Drugs**

*Residents voiced a concern that the PHA is abusing its power and acting unlawfully by not offering the normal formal hearing grievance process before moving forward with the court eviction process in cases of violent criminal activity*

or drugs. While residents don't want violent criminals or drug dealers living in public housing, they also want to preserve due process.

**PHA Response:**

**Case law has upheld that Congress can mandate PHAs to use leases that enforce the one-strike policy for drug and other violent criminal offenses. In these one-strike cases, the PHA has the discretion to proceed with the eviction without a grievance hearing even in cases where there has been no criminal conviction. However, the PHA is proposing the more expedited informal hearing process prior to eviction as an added safeguard against unjust outcomes. The informal hearing would uncover cases of mistaken identity and procedural errors on the part of a manager prior to the civil court eviction proceedings.**

**II. Capital Fund recommendations from RAB and residents**

No Capital Fund recommendations were made by residents or RAB members for the Housing Authority of the County of Sacramento.

**PUBLIC COMMENTS**

The only written public comments were received from Legal Service of Northern California (LSNC). Some of the public comments resulted in changes to portions of the proposed PHA Plan and policy documents (Administrative Plan and Admissions and Continued Occupancy Policy). Below are the LSNC comments and the PHA responses. Any changes to the final PHA Plan and policy documents are noted in the PHA response sections.

**LSNC Public Comments and PHA Responses**

Legal Services provides free legal assistance to very low income individuals and families in Sacramento County. Thank you for inviting our comments on the proposed 2005 Administrative Plan (Admin Plan) and the Admissions and Continued Occupancy Plan (ACOP), on behalf of our clients.

Our comments contain suggested clarifications on certain policies and, when necessary, indicate when a proposed policy is restricted by the federal regulations governing public housing and housing choice voucher programs (HCV).

**Administrative Plan Comments:**

**Chapter 1 -Statement of Policies and Objectives**

**M. Language Assistance for Limited English Proficiency (LEP) Persons**

SHRA has taken steps toward a very comprehensive plan to assist LEP participants in the HCV program but it appears that only translating materials when 10% of the program's participants speak a particular non-English language is too high of a threshold to either one, provide information to LEP participants, and two, to comply with state law. California Government Code Sections 7290 et seq. requires that state agencies translate materials when 5% or more of the people served by the agency are persons with limited English proficiency.

In order to comply with state law and accomplish the true goal of serving the entire eligible community without discrimination, SHRA should translate materials for any language that is spoken by 5% or more of the applicants and participants of the HCV program.

### **PHA RESPONSE**

*We are willing to change the Administrative Policy to include at threshold of 5% of the clients/applicants/community.*

### **Chapter 2 - Eligibility for Admissions B. Family Compositions**

Please clarify on page 2-4 that a child temporarily away from home due to placement in foster care shall still be considered in determining family size for a voucher. As the paragraph currently reads it is unclear whether the absence will be considered in determining unit size or the child will be considered.

### **PHA RESPONSE**

*The Regulations found at 24 CFR 982.402 (b) 4 are clear that "A child who is temporarily away from the home because of placement in foster care is considered a member of the family in determining family unit size."*

Also, on page 2-5 the Admin Plan states that live-in aides are subjected to the Agency's normal screening criteria. We suggest the following: the screening criteria does not include questions of past rent payments and tenancy, because the live-in aide is not a tenant and that any additional further criteria be expedited in a manner to allow for a live-in aide to be replaced quickly by the tenant if necessary.

### **PHA RESPONSE**

*A criminal background check is run on anyone requested to move into assisted housing, including a live-in aide. This is the only type of background check run on a live-in aide. The following language will be added the Administrative Plan for clarification: "The PHA shall make the live-in aide subject to the agency's normal screening criteria for a history of past criminal activity."*

## **Chapter 3 - Applying for Admission A. Opening/closing of the**

### **Waiting List**

Because the Agency must rely on a variety of other sources to disseminate information regarding the waiting list it is reasonable to allow applicants to submit information after the deadline is closed if the deadline was missed due to inaccurate information from a social service agency. The application would have to be submitted within a reasonable time frame after the misinformation is received. Currently, the Admin Plan makes this exception for persons with disabilities who request this accommodation but because the potential misinformation can affect any applicant with or without disabilities the exception should apply across the board.

### **PHA RESPONSE**

*If we kept the waiting list open to cover for any miscommunication regarding its closing, it would never close. The Housing Authority will publish the closing date in many different places and formats stating the closing date. This information will be available at SHRA's website also.*

## **Chapter 5 - Subsidy Standards**

### **A. Determining Family Unit Size**

The current policy regarding additional family members may interfere with the reunification of families; because the additional family members will not be approved if the result is that the family will be underhoused. SHRA must adopt a policy to expedite a transfer to a suitable size unit or make a temporary exception to the rules regarding unit size to prevent a detrimental impact from this policy.

### **PHA RESPONSE**

*The Housing Authority has coordinated efforts with the Department of Human Assistance to help families with reunification in a program named "Family Unification Program". As the Plan says on page 5-2, "If a unit does not meet HQS space standards due to an increase in family size, (unit too small), the PHA will terminate the current contract and issue a new voucher of the appropriate size. The PHA will assist the family in locating a suitable unit."*

## **Chapter 6 - Factors Related to Total Tenant Payment and Family Share Determination**

### **B. Income and Allowances**

In addition to the five HUD allowable deductions from annual income the Allowable Disability Assistance Expenses should be broadened to include the cost of child care when it is required for a person with a disability to receive on-going medical treatment due to their disability such as dialysis or physical therapy. If

not adopted as a policy change, a request for this deduction should be implemented as a reasonable accommodation for persons with disabilities.

**PHA RESPONSE**

*This recommendation should be referred directly to HUD. It does not appear that local housing authorities have the authority to issue additional deductions for the Housing Choice Voucher program according to 24 CFR 5.611 (b).*

**D. Occupancy Requirements**

**1. Absence Due to Military Service**

Family members who are absent due to military service, if the absence is longer than 30 days, are treated as temporarily absent and their military pay is counted as income. We suggest a formula be applied to discount the amount of military pay that is counted toward income because this family member has to provide for some basic necessities while away on duty and will not be able to forward all of their income to home.

**PHA RESPONSE**

*This is defined by regulation. 24 CFR 5.609(b)8 says "All regular pay, special pay and allowances of a member of the Armed Forces" except special pay received by those exposed to hostile fire is included in annual income.*

Second, as suggested in PIH 2003-5, if all family members are absent due to military duty the Agency should continue housing assistance payments during the family members' temporary absence.

**PHA RESPONSE**

*If all the family members were absent because they were in the military and serving in the Persian Gulf, they would be granted an exception to the administrative plan. In this case, housing assistance would not terminate until the unit were vacant for 180 days. It is the family's responsibility to notify the PHA of their call to service so this exception can be granted.*

**2. Absence of Children due to Placement in Foster Care**

If children who are placed in foster care will be absent for greater than six consecutive months or are removed from the home permanently the voucher size will be reduced BUT at the time of recertification not at the time the child is removed.

**PHA RESPONSE**

*The PHA concurs. When a child is in foster care, the Housing Specialist communicates with social services at the time of the recertification to get the best guess as to when the child may be reunited with the family.*

### **3. Visitors**

The policy regarding visitors is to limited and may have a detrimental effect on families who have a student who lives away at school. The policy states that any visitor who is present for more than thirty consecutive days without PHA approval or for a total of thirty days in a twelve month period will be unauthorized household members.

In determining family size, children who are away at school and do not live at home for at least 183 days out of the year are not counted as household members in determining unit size, these students will return for weekends, school breaks, and summer break and cannot be considered unauthorized household members if these visits surpass the visitor policy.

#### **PHA RESPONSE**

*The PHA concurs.*

### **H. Minimum Income**

Repeated credit inquiries can have a very detrimental effect on the credit rating of individuals with already poor credit ratings. If the Agency conducts repeated inquiries to investigate participants who report zero income the Agency will be damaging that participants credit rating, which for many low income individuals is already in bad condition. This policy to verify zero income should be rescinded because it poses a greater harm to the participant than a benefit to the Agency, in assisting a zero income participant.

#### **PHA RESPONSE**

*The PHA will run a credit report no more than once a year so as not to harm the participant's credit.*

## **Chapter 12 - Recertification**

### **I. Reporting Changes in Family Composition**

Clarification is needed in the list of cases where the addition of a new family member would require the family to receive a voucher for a larger unit size; the fourth example - "Addition of any elderly of the Head or Spouse" is unclear. Please clarify who that statement is meant to describe in the final draft.

#### **PHA RESPONSE**

*This sentence is a mistake and will be removed. As Chapter 5 says “The subsidy standard will not be increased for additions to the family unless the addition is due to birth, adoption or court-awarded custody.” Exceptions may be granted as a reasonable accommodation to persons with a disability, including provisions for live-in aides.*

### **Chapter 13 - Moves with Continued Assistance/portability**

#### **F. Outgoing Portability**

The Agency may not limit voucher portability in such a way as to only allow participants to utilize the portability feature of the voucher if the receiving jurisdiction has the same or lower payment standard for the authorized unit size. The only permissible methods of restricting portability are stated in the Admin. Plan and no other restrictions can be adopted. 24 C.F.R. § 982.353

#### **PHA RESPONSE**

*This change was proposed as a change in the 2004 Administrative Plan, but was rescinded. It will be removed in the final version of the 2005 Administrative Plan.*

### **Chapter 15 - Denial or Termination of Assistance**

#### **A. Grounds for Denial/termination**

The federal regulations governing the HCV program do require that the PHA terminate assistance for participants if the family is under contract and 30 days have elapsed since the PHA’s last housing assistance payment was made. Admin. Plan pp 15-1,2. This policy should be removed from the Admin. Plan.

#### **PHA RESPONSE**

*The Regulations found at 24 CFR 982.455 say “The HAP contract terminates automatically 180 calendar days after the last housing assistance payment to the owner.” The PHA proposed to change 180 days to 30 days in the 2004 Administrative Plan to reduce the number of active vouchers, but this change was rescinded. It will be corrected to match the regulations in the final version of the 2005 Administrative Plan.*

#### **1. Notice of Termination of Assistance**

Please specify that an owner will not receive a written notice of a contract termination until the termination of assistance is finalized and a hearing decision has been issued, if a hearing was requested.

## **PHA RESPONSE**

*The PHA does not communicate with the owner until the decision to terminate assistance is final.*

### **B. Screening and Termination for Drug Abuse and Other Criminal Activity**

#### **1. Standard for Violation**

The PHA will determine that there is a pattern of illegal drug use or alcohol abuse if there is “more than one incident during the previous 18 months”. Our objections to this policy are twofold. First, without further explanation the term “incident” is too vague to give notice to participants of what activities would constitute an “incident”. Second, it is highly unlikely that two “incidents” within 18 months of each other rise to the level of creating a pattern of alcohol abuse. Without more specificity regarding what constitutes an incident this policy is too vague to give any notice to participants regarding what may be a violation that will lead to assistance termination.

## **PHA RESPONSE**

*The PHA receives information about participating families’ criminal activity at each recertification. 24CFR982.553(b) says “The PHA must establish standards that allow the PHA to terminate assistance for a family under the program if the PHA determines that (A) Any household member is currently engaged in any illegal use of a drug; or (B) A pattern of illegal use of a drug by any household member interferes with the health, safety or right to peaceful enjoyment of the premises by other residents.” Section (c) of the same reference says “The PHA may terminate assistance for criminal activity by a household member as authorized in this section if the PHA determines, based on a preponderance of the evidence, that the household member has engaged in the activity, whether the household member has been arrested or convicted for such activity.”*

*An arrest or conviction of a criminal offense with drugs qualifies as an incident.*

*The language in the final Administrative Plan will be changed to replace “incident” with “arrest or conviction.”*

### **E. Zero Assistance Tenancies**

The federal regulations actually only require that a HAP contract terminate 180 days after the last HAP. 24 C.F.R. § 982.455(a). This policy not only contradicts the federal regulation but would significantly diminish housing stability for many HCV program participants. Seasonal work and temporary employment are two of the many reasons that participants may have increased income for a period of time and not require HAP payments but will also not provide long term stable income that will allow the participants to remain in their homes once the Hap contract is prematurely terminated and their income has been reduced.

## **PHA RESPONSE**

*This change was proposed as a change in the 2004 Administrative Plan, but was rescinded. It will be removed in the final version of the 2005 Administrative Plan.*

### **Chapter 19 - Complaints and Appeals C. Informal Review Procedures**

#### **for Applicants**

The policies and procedures that are not subject to informal review (p.19-3) includes one item that is also included on the list of decisions where an informal hearing must be supplied if requested by the participant - family unit size determination under PHA subsidy standards. This PHA decision should be eligible for informal review and therefore removed from the list on page 19-3.

## **PHA RESPONSE**

*24CFR554c says an informal review (for applicants) is not required for the determination of unit size according to subsidy standards. 24CFR555b says a hearing (for participants) is not required for discretionary administrative determinations by the PHA.*

## **5 Year PHA Plan & The Assistance and Continued Occupancy Plan**

### **I. Elderly Designated Housing**

The proposal to re-designate to “elderly only” nearly 200 units of housing currently set aside for elderly and disabled will have a severe effect on the housing needs of persons with disabilities. This policy change is not supported by the needs analysis in this year’s PHA plan, and should be reconsidered.

As an initial matter, the agency cannot undertake any plan to designate buildings as elderly only until HUD has approved an Allocation Plan permitting the designation. As the PHA plan indicates, SHRA has not yet submitted this plan. Until SHRA has submitted a plan that is approved by HUD, SHRA must continue to operate these project as “mixed-population” projects. Any attempt to implement any aspect of its plan to designate some buildings as “elderly only” prior to HUD’s approval (such as restricting moves to these projects by non-elderly households, or holding units off the market when they are vacated by non-elderly households) would be illegal.

More importantly, the PHA Plan’s need analysis shows that the proposed re-designation is contrary to existing needs in the community. According to the chart found at page 7 of the 2005-2009 5-year PHA plan, there are three times as many people with disabilities on the waiting list than there are elderly households. This demonstrates that there is a far greater need for housing for persons with disabilities than there is for those who are elderly. The proposal will further exacerbate the severe housing needs of extremely low income persons with disabilities.

## **PHA RESPONSE**

*There is no evidence that designating 200 senior/disabled units exclusively for the elderly would result in any significant impact on affordable housing for the disabled. Even if every “younger disabled” resident of the four designated-elderly properties decided to voluntarily move to a non-designated (mixed) building, only 69 residents would be directly effected.*

*In addition, the elderly housing designated proposed by SHRA includes near-elderly, who are fifty years of age and over. Many of our disabled clients are over fifty years of age, so the proposed plan would have no effect on those individuals. We will update and provide additional detail to the chart on page 7 that will show this difference.*

*Our intent is simply to provide four properties that vary in size, amenities and location, for occupancy by elderly and near-elderly families, without the distraction caused by younger individuals.*

*The four buildings proposed for designation were originally built for the elderly only. The proposed formal re-designation hopes only to slowly transform the buildings’ demographic to one more like the original. No resident of public housing would be involuntarily displaced by the proposed designation of housing for the elderly and near-elderly. Any younger disabled individuals who wish to relocate from a designated elderly building will be allowed to move, but will not be required to do so. If this slightly raises the percentage of younger disabled people in other non-designated elderly buildings, then the overall number of disabled served will not change because of the elderly designation proposal.*

*SHRA is aware that HUD must approve an Allocation Plan prior to implementing any aspect of the proposed elderly designation plan. With the approval of the Annual Plan, we expect to continue the process necessary to develop a fair and workable solution to the issue, hopefully by January 1, 2005.*

## **II. Evictions for Criminal Activity**

The ACOP provides the wrong standard for termination based on criminal activity. Chapter 12, Section B (“Termination by PHA”) states that a tenant may be terminated if “the resident, any member of the resident’s household, or a guest or other person under the resident’s control . . . engage[s] in criminal activity . . . on or off the premises.” The applicable regulation (and the HUD required lease for all PHA tenants) does not provide for such a broad standard for “other criminal activity.” First the illegal act must occur on the premises. The only instance in which the PHA may terminate a person for acts committed *of* the premises is drug-related criminal activity. Moreover, not just any illegal activity constitutes good cause for termination; it must be serious enough that it threatens the “health, safety or peaceful enjoyment of the premises by other residents.” *See* 24 CFR 966.4. We urge you to correct this provision to make it consistent with the lease and federal law and to avoid confusion.

## **PHA RESPONSE**

*Perhaps in an attempt to more briefly state the causes for eviction we inadvertently broadened what is permitted, and how evictions are actually processed. We will review this ACOP language and make the changes necessary to accurately and specifically communicate the circumstances under which residents may be evicted for criminal activity.*

### **III. Criminal Background Checks on Current Residents**

The proposal to conduct criminal background checks on current residents is both intrusive and illegal. While HUD regulations allow the PHA to conduct criminal background checks on potential applicants, there is no provision to allow on-going criminal background checks on current participants.]

Moreover, the proposed background checks serve no legal end. The proposal as currently written would screen for all manner of “serious” criminal violations, on and off the premises, regardless of whether the violation is one for which a person could lawfully be terminated from public housing. Indeed, the policy appears to be primarily aimed at discovering illegal acts that have occurred off the premises of public housing. Yet, as noted above, the only category of off-premises criminal activity for which a tenant can be terminated is drug related criminal activity. As a result, the PHA proposes to pry randomly into tenants’ personal lives, fishing for illegal activity, when in most cases, it can lawfully do nothing with the information it finds. At a time when SHRA’s resources are stretched even thinner by cuts at the Federal level, is it really a wise choice, to commit staff time to searching out criminal violations which are of such little impact on SHRA’s public housing communities, that PHA staff is not even aware of the crime?

### **PHA RESPONSE**

*To elaborate, resident screening would be performed only for those violations for which a person could lawfully be terminated from public housing. Any other information would be irrelevant. We will review the language to clarify the purpose of conducting a limited number of criminal background checks on current residents.*

### **IV. Closing the Public Housing Waiting List**

While we understand the need for the PHA to create a manageable waiting list, we urge SHRA to conduct its waiting list purge carefully and with reasonable flexibility. In our experience during SHRA’s previous purges, a good number of people were inadvertently purged. We urge SHRA to continue its prior commitment to reinstating such people when they identify themselves to the Agency.

In addition, while the PHA Plan and ACOP are silent on this point, we assume that SHRA will translate the notice into as many languages as possible, but at a minimum consistent with state law requirements to translate materials when 5% or more of the people served by the agency are persons with limited English proficiency.

### **PHA RESPONSE**

*SHRA has conducted past purges of the wait list in a compassionate manner with the greatest sense of fair play. Our intention is to continue to apply this philosophy.*

*The Notice of the closing of the conventional wait list is being translated into twelve (12) languages. We believe this gives us sufficient to accommodate the high degree of diversity of the Sacramento area.*

## **VI. Changes to Grievance Policy**

This policy change is ill-advised. In our experience, the formal hearing process is not an “unnecessary delay” as it is characterized in the summary, but rather it is an efficient means of resolving allegations short of a costly court trial. The informal process is a poor substitute for this, as it usually is conducted by a PHA staff person and does not really provide a suitable forum to confront the allegations.

The proposed change would provide only an informal hearing (as opposed to a formal hearing) to anyone that the PHA has “reasonable cause to believe” is engaged in criminal activity. This loose standard would allow the PHA to exclude from the formal hearing process anyone suspected of a crime. This is inconsistent with Federal law. HUD’s regulations governing the public housing program allow the PHA to exclude only three classes of cases from the PHA’s grievance procedures:

- (A) Any criminal activity that threatens the health, safety or right to peaceful enjoyment of the premises of other residents or employees of the PHA;
- (B) Any violent or drug-related criminal activity on or off such premises; or
- (C) Any criminal activity that resulted in felony conviction of a household member.

*See 24 CFR 966.51*

Thus, except for allegations of criminal activity that are drug related or threaten residents’ health and safety, the tenant must have been convicted of the crime before they PHA may exclude them from the grievance procedure. Thus, the proposal to exclude anyone suspected of a crime from SHRA’s formal hearing process is inconsistent with Federal law. For the same reasons, the proposal to exclude those accused of abusing alcohol from the formal hearing process is contrary to federal law.

In addition, these provisions for excluding certain crimes from the grievance procedure are permissive, not mandatory. *See* § 966.51. If SHRA chooses to adopt them, it must put its grievance procedures in writing. However the precise changes to the grievance procedure are not set out in the ACOP, which currently provides that all tenants may use the formal grievance procedure. Until we have had a chance to review the modified procedures, it is difficult to comment further.

## **PHA RESPONSE**

*It appears we share confidence in the formal hearing process. We believe it is possible to move these cases along through the formal hearing process. Therefore, we are willing to amend the language in the ACOP to return to the formal hearing process. The informal hearing will be deleted from the expedited grievance procedures.*

## **Reasonable Accommodations - Chapter 1**

It appears that changes made in response to previous comments from LSNC may have unintentionally narrowed the discussion of which standard applies in determining whether a person has a disability. As currently written, the ACOP states that SHRA will apply the standard under the California Fair Employment and Housing Act. However, SHRA must comply with both state and federal fair housing laws. The ACOP might be clearer if it simply referenced the applicable laws, rather than setting forth one standard.

### **PHA RESPONSE**

*The language will be changed as you suggest, referencing "applicable laws."*

### **Language Translation Policy - Chapter 1**

As with the Administrative Plan, this Section is much improved. However the same comments that we have made with regard to the Administrative Plan policy apply here as well.

### **PHA RESPONSE**

*We will adopt the 5% standard, using the 2000 census data.*

### **Site-Based Waiting Lists - Chapter 4**

If SHRA receives approval to implement site-based waiting lists, it must allow all current applicants (i.e. those currently on the waiting list), to choose to place their names on the site based waiting list(s) of their choice. The ACOP does not make clear that this will be the Agency's practice.

### **PHA RESPONSE**

*Consistent with HUD requirements, all current applicants will have the option to have their names placed on the waiting list(s) of their choice.*

## **PUBLIC HEARING**

The single public comment at the Public Hearing held on 9/15/04 was from Richard Francis. Mr. Francis previously expressed his views on the PHA's proposal to run criminal background checks on existing residents at the RAB / resident meetings. To summarize Mr. Francis stated that running criminal background checks on existing residents is an abuse of power, invasion of privacy, and will create a police state. Mr. Francis stated that the PHA intends to create a PHA database to track the criminal histories of residents. Mr. Francis stated he believes this database will be used to discriminate against residents and wrongly evict residents from Public Housing.

### **PHA's Response:**

The Housing Opportunities Extension Act of 1996 / Public Law 104-120 (Mar. 28, 1996) establishes the authority to and responsibility for PHAs to criminally screen applicants before admission. Public and Indian Housing Notice, PIH 96-27. Section 5 (F) gives PHAs the right to obtain criminal records of existing residents. It states that "law enforcement agencies shall, upon request, provide PHAs information regarding the criminal conviction records of adult applicants or tenants of public housing for purposes of applicant screening, lease enforcement and eviction".

When the criminal background checks are run and they contain no information that would prohibit admission or cause eviction, the reports are destroyed and the file is noted only that the criminal background check passed. When criminal background checks do indicate the type of convictions for drug or violent criminal activity that would prohibit admission or prompt eviction, the PHA keeps that information only for the period of time necessary to allow for the grievance process. The PHA does not and will not have such a criminal background database.

### **G. Resident Membership of the PHA Governing Board**

The Sacramento Housing and Redevelopment Commission acts as the governing body for the Sacramento City and County Housing Authorities. Members of the Housing and Redevelopment Commission are appointed to serve four-year terms. Because the Sacramento Housing and Redevelopment Agency is a joint powers authority, six Commission members are appointed by the Sacramento County Board of Supervisors and five members are appointed by the Sacramento City Council. Commissioner, Jim Hoag, represents the public housing population in the City of Sacramento and Julius Piatkowski represents public housing residents in Sacramento County.

### **H. Management Organizational Chart (see separate attachment (ca005b01))**

### **I. Assessment of Demographic changes with Site-based Waiting Lists**

The Sacramento County Housing Authority does not currently have any site-based waiting lists. Plans to implement some site-based waiting lists in 2005 will include the appropriate monitoring to ensure that any changes in racial, ethnic or disability related resident composition at each PHA site is analyzed and appropriately addressed. The PHA will also use independent tester (every three years) to assure that the site-based waiting list is not being implemented in a discriminatory manner, and that no patterns or practices of discrimination exist.

### **J. Section 8 PHA Project-Based Vouchers**

The Housing Authority of the County of Sacramento intends to implement project-based vouchers to the fullest extent permitted under the regulations. An equal distribution of existing housing and new construction is anticipated. Project-basing will proceed as long as unused vouchers are available and will cease at such as full lease up is achieved. However, a minimal number of turnover vouchers may be used to help stimulate new construction that serves the affordable housing market. Project-basing will take place County-wide, but targeted in areas where the poverty level is less than 20%, or, with appropriate HUD waivers, in established redevelopment areas where project basing of vouchers helps to leverage additional re-investment in a particular neighborhood. A full spectrum of housing types will be sought, including SRO's and housing suitable for hard-to house (large and disabled) families.

Project-basing is consistent with the goals stated in the PHA and Consolidated Plan, in that increased voucher utilization and supply of affordable housing will result. Project-basing of voucher is seen as a critical element of an aggressive lease up strategy that will help to make a wider variety of housing choice available to qualified low income households.

Project-based vouchers are seen as viable alternatives to tenant-based assistance. The apparent saturation of the local market is evidenced by the sub-50% success rate among newly issued voucher holders. It is necessary to expand the supply of affordable housing, and project-based vouchers provide an appropriate means to make more housing available to low income families. Project-basing helps to ensure that these units will be available for up to ten years. SHRA believes the strategy of project-basing assistance will increase lease-up rates, housing choice, and the availability of affordable housing

#### **K. Section 8 Homeownership Program Capacity Statement**

The Housing Authority of the County of Sacramento, California has demonstrated its capacity to administer a Section 8 Homeownership program by:

- ?? Partnering with Sacramento Neighborhood Housing Services and ACORN Housing Corporation to provide housing counseling to Section 8 Homeownership program participants.
- ?? Executing partnership agreements with three lending institutions to provide first mortgages for program participants and requiring that the financing for purchase of a home under its Section 8 Homeownership program be insured or guaranteed by the state or Federal government; comply with the secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- ?? Establishing a minimum homeowner down payment of at least 3% and requiring that 1% of the down payment come from the family's own resources.

As of May 1, 2004 The Housing Authority of the County of Sacramento has provided initial informational briefings regarding the Section 8 Homeownership program to 581 Housing Choice

Voucher program participants and 15 client families have purchased homes using the Section 8 Homeownership voucher.

The Housing Authority of the County of Sacramento expects an additional 50 Housing Choice Voucher program participants will become homeowners using the Section 8 Homeownership voucher in 2005.

#### **L. Community Service and Self-Sufficiency Requirements**

At the time the family prepares to move in to a public housing unit, the lease requirement to perform community service will be explained. All adult family members who are not exempt from this requirement will be given a “Community Service and Self-Sufficiency Resource Form” listing the phone numbers of the local Volunteer Bureau and sites where they can receive job training. Family members will be encouraged to contact these agencies if they need assistance finding places where they can fulfill this requirement. No exempt adult residents will be given the appropriate form so that a representative from the organization can sign, verifying that the resident family member completed their service hours.

Families will be reminded that they need to provide this form at the time of their annual recertification. They must show that all family members contributed eight (8) hours of community service or participated in an economic self-sufficiency program for at least a minimum of thirty (30) hours a week.

If all family members are not compliant with this requirement at the annual recertification, the non-compliant family member and head of household will be asked to sign an agreement committing to make up these hours, plus any additional hours they incur, and to provide documentation of such. If the non-compliant family member and head of household refuse to sign this agreement, the family will be given notice that they are not complying with the terms of their lease and they may lose their housing assistance.

The community service requirement will be waived for a family member when he/she becomes employed at least 30 hours per week.

The ACOP includes a full chapter (#15) to further explain the PHA policy on the community service requirement.



# Annual Statement/Performance and Evaluation Report

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

| PHA Name: HOUSING AUTHORITY OF THE COUNTY OF SACRAMENTO       |   | Grant Type and Number<br>Capital Fund Program Grant No. CA30P00750105<br>Replacement Housing Factor Grant No. |  |                   | Federal FY of Grant:<br><br>2005 |  |
|---|---|---|--|-------------------|----------------------------------|--|
| X Original Annual Statement Reserve for Disasters/Emergencies |   | Revised Annual Statement (revision no: )  |  |                   |                                  |  |
| Performance and Evaluation Report for Period Ending:          |   | Final Performance and Evaluation Report   |  |                   |                                  |  |
| Line No.  | Summary by Development Account                            | Total Estimated Cost  |  | Total Actual Cost |                                  |  |
|   |   | Original  | Revised  | Obligated         | Expended                         |  |
| 1   | Total non-CFP Funds                                       |   |  |                   |                                  |  |
| 2   | 1406 Operations   | 434,033   |  |                   |                                  |  |
| 3   | 1408 Management Improvements                              | 434,033   | 0  | 0                 | 0                                |  |
| 4   | 1410 Administration                                       | 217,017   |  |                   |                                  |  |
| 5   | 1411 Audit  |   |  |                   |                                  |  |
| 6   | 1415 Liquidated Damages                                   |   |  |                   |                                  |  |
| 7   | 1430 Fees and Costs                                       | 173,613   | 0  | 0                 | 0                                |  |
| 8   | 1440 Site Acquisition                                     |   |  |                   |                                  |  |
| 9   | 1450 Site Improvements                                    | 10,000  | 0  | 0                 | 0                                |  |
| 10  | 1460 Dwelling Structures                                  | 858,066   | 0  | 0                 | 0                                |  |
| 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                                   | 43,403  | 0  | 0                 | 0                                |  |
| 18  | 1499 Development Activities                               |   |  |                   |                                  |  |
| 19  | 1501 Collateralization or Debt Service                    |   |  |                   |                                  |  |
| 20  | 1502 Contingency  |   |  |                   |                                  |  |
| 21  | Amount of Annual Grant: (sum of lines 2 - 20)             | <b>\$2,170,165</b>  | <b>\$0</b>   | <b>\$0</b>        | <b>\$0</b>                       |  |
| 22  | Amount of line 21 Related to LBP Activities               |   |  |                   |                                  |  |
| 23  | Amount of line 21 Related to Section 504 compliance       |   |  |                   |                                  |  |
| 24  | Amount of line 21 Related to Security - Soft Costs        |   |  |                   |                                  |  |
| 25  | Amount of line 21 Related to Security - Hard Costs        |   |  |                   |                                  |  |
| 26  | Amount of line 21 Related to Energy Conservation Measures |   |  |                   |                                  |  |
| Signature of HA Executive Director and Date:                  |   |   | Signature of HUD Public Housing Director and Date: |                   |                                  |  |

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

### Part II: Supporting Pages

| PHA Name: HOUSING AUTHORITY OF THE COUNTY OF SACRAMENTO |   | Grant Type and Number<br>Capital Fund Program Grant No. CA30P00750105<br>Replacement Housing Factor Grant No. |          |                      |            | Federal FY of Grant:<br><b>2005</b> |                   |                |
|---|---|---|----------|----------------------|------------|-------------------------------------|-------------------|----------------|
| Development Number<br>Name/HA-Wide Activities           | General Description of Major Work<br>Categories | Dev. Acct.<br>No.   | Quantity | Total Estimated Cost |            | Total Actual Cost                   |                   | Status of Work |
|   |   |   |          | Original             | Revised    | Funds<br>Obligated                  | Funds<br>Expended |                |
| HA-Wide Operations                                      | Operations                                      | 1406  | 1        | 434,033              | 0          | 0                                   | 0                 |                |
|   | <b>Subtotal</b>                                 |   |          | <b>\$434,033</b>     | <b>\$0</b> | <b>\$0</b>                          | <b>\$0</b>        |                |
| HA-Wide Management<br>Improvements                      | Resident Initiatives                            | 1408  | 1        | 6,510                | 0          | 0                                   | 0                 |                |
|   | Resident Training Programs                      | 1408  | 1        | 238,718              |            |                                     |                   |                |
|   | Security Initiatives                            | 1408  | 1        | 86,807               |            |                                     |                   |                |
|   | Computers/Vehicle Replacement                   | 1408  | 1        | 101,998              |            |                                     |                   |                |
|   | Physical Needs Assessment                       | 1408  |          |                      |            |                                     |                   |                |
|   | <b>Subtotal</b>                                 |   |          | <b>\$434,033</b>     | <b>\$0</b> | <b>\$0</b>                          | <b>\$0</b>        |                |
| Administration  | Program Administration                          | 1410  | 1        | 32,552               |            |                                     |                   |                |
|   | Procurement & Labor Compliance                  | 1410  | 1        | 49,256               |            |                                     |                   |                |
|   | Sundry  | 1410  | 1        | 6,000                |            |                                     |                   |                |
|   | Travel  | 1410  | 1        | 5,000                |            |                                     |                   |                |
|   | Design & Construction Administration            | 1410  | 1        | 27,127               |            |                                     |                   |                |
|   | Design & Construction Architecture              | 1410  | 1        | 32,552               |            |                                     |                   |                |
|   | Design & Construction Technicians               | 1410  | 1        | 49,339               |            |                                     |                   |                |
|   | LBP Monitoring & Testing                        | 1410  | 1        | 15,191               |            |                                     |                   |                |
|   | <b>Subtotal</b>                                 |   |          | <b>\$217,017</b>     | <b>\$0</b> | <b>\$0</b>                          | <b>\$0</b>        |                |
| Fees & Costs  | Permits, Fees, Planning Costs                   | 1430  |          | 21,702               |            |                                     |                   |                |
|   | Architects & Engineers                          |   |          | 108,508              |            |                                     |                   |                |
|   | Laboratory Testing & Consultants                |   |          | 26,042               |            |                                     |                   |                |
|   | Maintenance Inspections                         |   |          | 17,361               |            |                                     |                   |                |
|   | <b>Subtotal</b>                                 |   |          | <b>\$173,613</b>     | <b>\$0</b> | <b>\$0</b>                          | <b>\$0</b>        |                |
| Relocation  | Relocation Costs                                | 1495  |          | 43,403               |            |                                     |                   |                |
|   | <b>Subtotal</b>                                 |   |          | <b>\$43,403</b>      | <b>\$0</b> | <b>\$0</b>                          | <b>\$0</b>        |                |
| 7-01 Dos Rios   | Tree Replacement                                | 1450  | 1        | 10,000               |            |                                     |                   |                |
|   | <b>Subtotal</b>                                 |   |          | <b>\$10,000</b>      | <b>\$0</b> | <b>\$0</b>                          | <b>\$0</b>        |                |



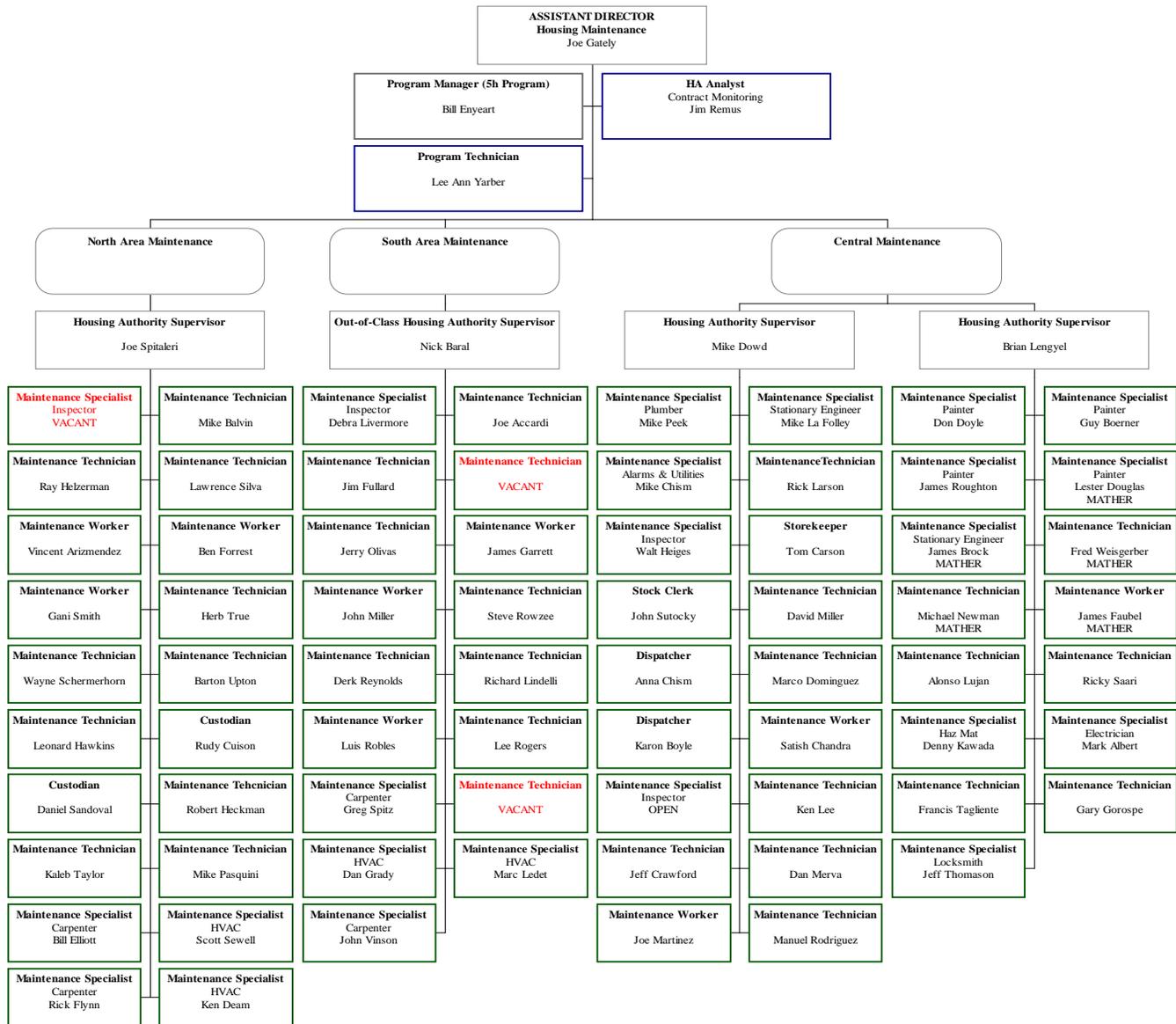
**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program Part III: Implementation Schedule**

| Development Number<br>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 |                                  |
| HA-Wide Operations                            | 10/1/2007                                 |         |        | 10/1/2009   |         |        |                                  |
| HA-Wide Management<br>Improvements            | 10/1/2007                                 |         |        | 10/1/2009   |         |        |                                  |
| 7-01 Dos Rios                                 | 10/1/2007                                 |         |        | 10/1/2009   |         |        |                                  |
| 7-02 Dos Rios Scat                            | 10/1/2007                                 |         |        | 10/1/2009   |         |        |                                  |
| 7-04 County Scat Sites                        | 10/1/2007                                 |         |        | 10/1/2009   |         |        |                                  |
| 7-05 Alta Arden / Dry Creek /                 | 10/1/2007                                 |         |        | 10/1/2009   |         |        |                                  |
| 7-07 Mariposa / Shupe /                       | 10/1/2007                                 |         |        | 10/1/2009   |         |        |                                  |
| 7-14 Elk Grove Rd                             | 10/1/2007                                 |         |        | 10/1/2009   |         |        |                                  |
|   |   |         |        |   |         |        |                                  |
| Signature of HA Executive Director and Date:  |   |         |        | Signature of HUD Housing Authority Director and Date: |         |        |                                  |
|   |   |         |        |   |         |        |                                  |

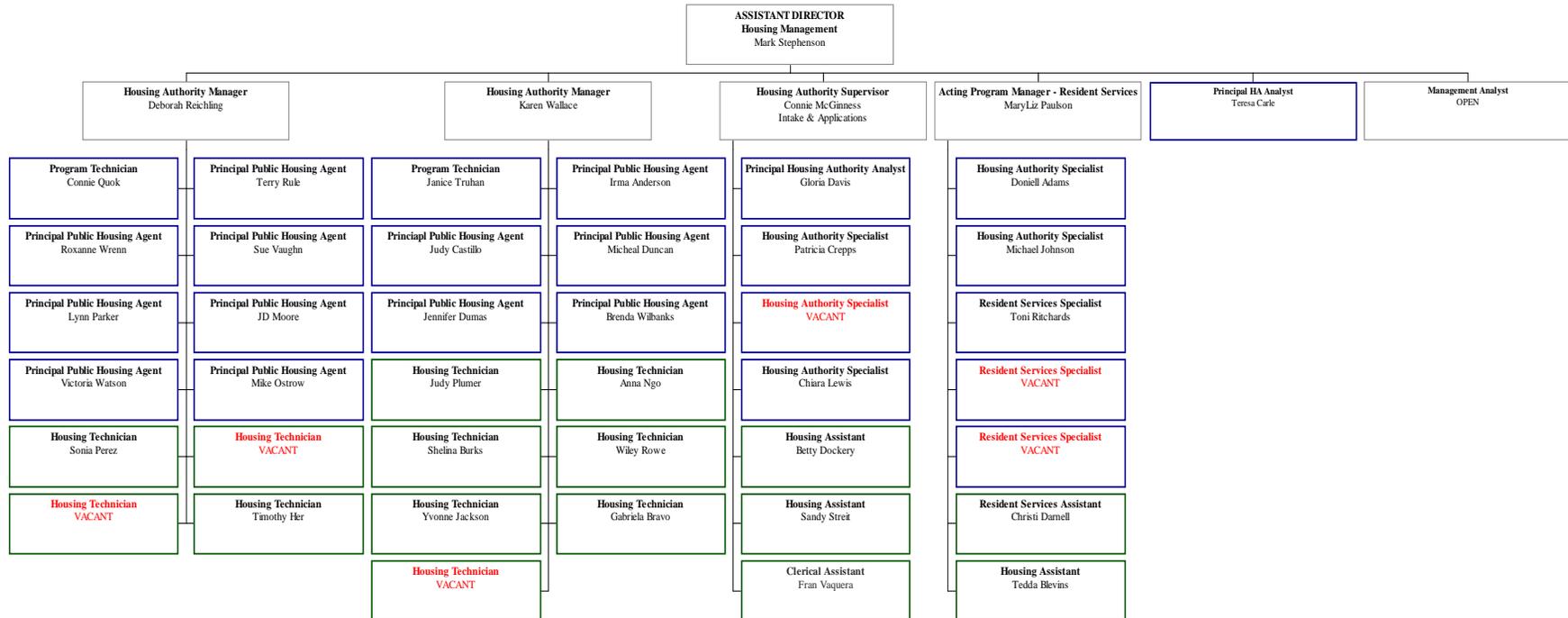
# Housing Administration



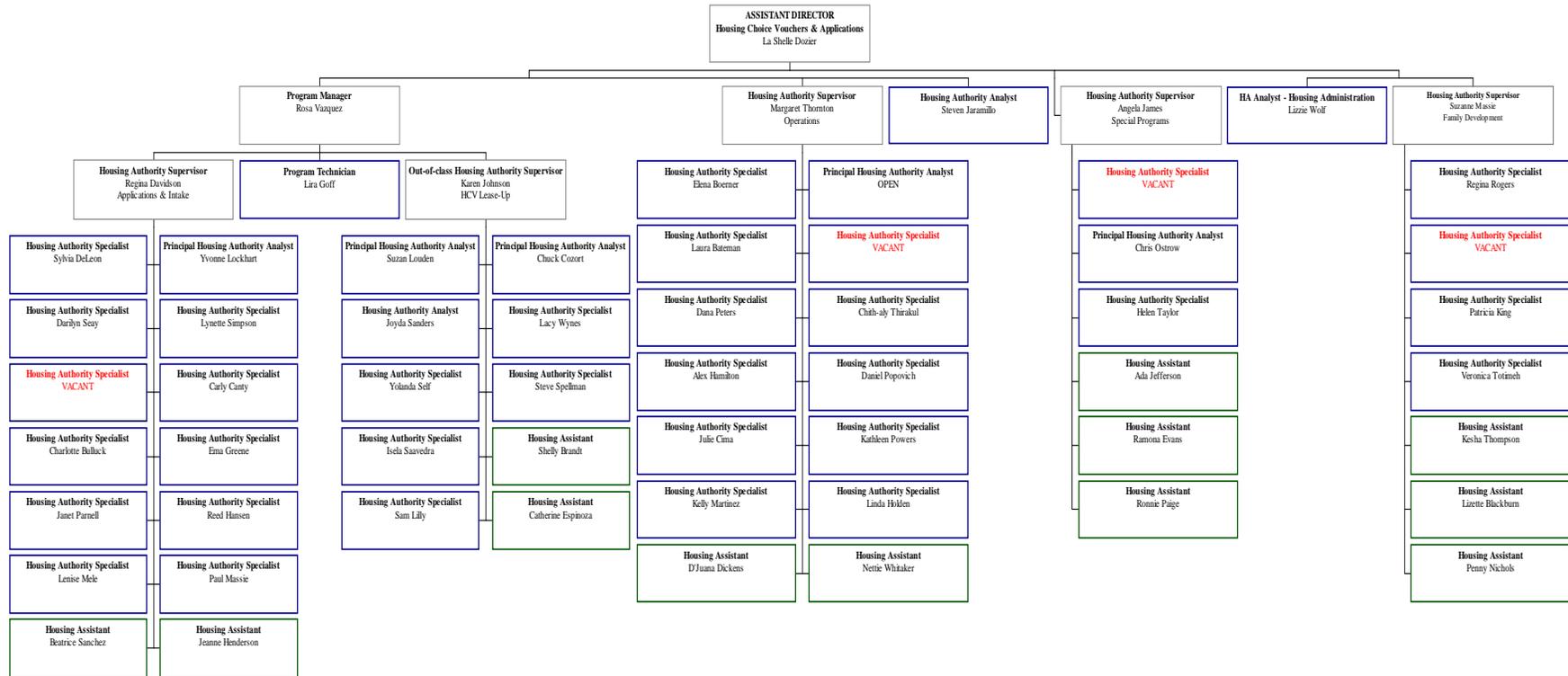
# Housing Maintenance



# Housing Management



# Housing Choice Vouchers



# Capital Fund Program Five-Year Action Plan

## Part I: Summary

| PHA Name: HOUSING AUTHORITY OF THE COUNTY OF SACRAMENTO |                             | <input checked="" type="checkbox"/> Original 5-Year Plan |                           |                           |                           |
|---|-----------------------------|--|---------------------------|---------------------------|---------------------------|
|   |                             | <input type="checkbox"/> Revision No:                    |                           |                           |                           |
| Development Number/Name/HA-Wide                         | Year 1                      | Work Statement for Year 2                                | Work Statement for Year 3 | Work Statement for Year 4 | Work Statement for Year 5 |
|   |                             | FFY Grant: 2006  | FFY Grant: 2007           | FFY Grant: 2008           | FFY Grant: 2009           |
|   |                             | PHA FY Grant: 2006                                       | PHA FY Grant: 2007        | PHA FY Grant: 2008        | PHA FY Grant: 2009        |
| HA - Wide   | <b>See Annual Statement</b> | \$1,302,100  | \$868,066                 | \$868,066                 | \$868,066                 |
| 7-01 Dos Rios   |                             | \$668,065  | \$10,000                  | \$10,000                  | \$10,000                  |
| 7-02 Dos Rios Scat Sites                                |                             | \$100,000  | \$100,000                 | \$385,000                 |                           |
| 7-04 County Scat Sites                                  |                             | \$100,000  | \$100,000                 | \$453,500                 |                           |
| 7-05 Alta Arden/Dry Creek                               |                             |  |                           | \$246,500                 | \$1,292,099               |
| 7-07 Mariposa/Shupe/Tiara                               |                             |  | \$284,033                 | \$207,099                 |                           |
| 7-08 Beech/Engle/Dewey                                  |                             |  | \$354,600                 |                           |                           |
| 7-14 Elk Grove Road                                     |                             |  | \$25,500                  |                           |                           |
| 7-15 Pomegranate  |                             |  | \$16,966                  |                           |                           |
| 7-18 County Minor Rehab                                 |                             |  |                           | \$411,000                 |                           |
|   |                             |  |                           |                           |                           |
|   |                             |  |                           |                           |                           |
|   |                             |  |                           |                           |                           |
| CFP Funds Listed for 5-year planning                    |                             |  | \$2,170,165               | \$2,170,165               | \$2,170,165               |
| Replacement Housing Factor Funds                        |                             | To Be Determined   | To Be Determined          | To Be Determined          | To Be Determined          |



