

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

PHA Plans

5 Year Plan for Fiscal Years 2006 - 2010
Annual Plan for Fiscal Year 2006

HOUSING AUTHORITY OF THE COUNTY OF SAN BERNARDINO

PHA Plan Agency Identification

PHA Name: Housing Authority of the County of San Bernardino

PHA Number: CA019

PHA Fiscal Year Beginning: (mm/yyyy) 10/2006

Public Access to Information

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

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-Year Plan
PHA Fiscal Years 2006 - 2010
[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:

To help low-income individuals and families in San Bernardino County by providing and promoting affordable housing, housing assistance payment programs, self-sufficiency programs, safe housing environments, and homeownership opportunities.

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)

- Increase the Housing Authority's non-HUD affordable housing stock by 20 percent

7B. Goals

PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: High Performer
- Improve voucher management: (SEMAP score) to 100%
- Increase customer satisfaction:
- Concentrate on efforts to improve specific management functions:
 - Inventory, capital fund
 - Renovate or modernize public housing units: 30%
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: Fund and Perform Deferred Maintenance

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)

B. Goals

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

Other: (list below)

- Improve safety awareness and resident satisfaction in Housing Authority developments by 20 percent
- Reduce crime incidents in specific Housing Authority developments by ten percent
- Improve relations between established resident groups and law enforcement services

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)

- Develop partnerships with community service providers to improve economic advancement, self-sufficiency, and home ownership achievement by our public housing tenants and housing choice voucher participants.

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)

B. Goals

Other PHA Goals and Objectives: (list below)

- Increase efficiency of conventional housing portfolio management by continued implementation of the 24 CFR 906 Homeownership Program and sales of scattered site single-family homes to low-income families who are between 50 and 80 percent of average median income.
- Implement the homeownership program in partnership with San Bernardino County by developing affordable housing units for resale.
- Increase case management efficiency and reduce assisted housing program operating costs through computerization of repetitive administrative tasks.
- Increase efficiency in housing management through the information technology upgrades and software changes.
- Reduce costs in strategic areas.
- Continue to rectify rent structures.

Annual PHA Plan
PHA Fiscal Year 2007
[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.

This Annual Plan details our strategy for addressing affordable housing needs of low-income families in San Bernardino County. As the largest geographic county within the continental United States, our jurisdiction covers 39 cities in our Housing Choice Voucher program and 23 cities in our public housing programs. Approximately nine percent of the 2,200,000 County residents are at the extremely low- or very low-income categories.

Our strategy to address the extremely high demand for affordable housing was designed within funding constraints and available financial resources. Since the Department of Housing and Urban Development (HUD) is our primary funding source, this Annual Plan incorporates HUD requirements for eligibility, assistance, operation, and management of public housing and assisted housing programs.

Our major initiatives include development and acquisition of affordable housing units for the elderly and qualified low-income families, implementation of homeownership programs in public housing and housing choice vouchers, and providing affordable housing units in a non-discriminatory and safe environment.

Our plan emphasizes choice for participants, firm anti-crime policies, fair rent structures, and the creation of vibrant, healthy neighborhoods.

iii.

Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment’s name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- A Admissions Policy for Deconcentration
FY 2006 Capital Fund Program Annual Statement
Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

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

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair	Annual Plan: Housing Needs

	Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	
	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the methodology for setting public housing flat rents check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
	Public housing grievance procedures check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any	Annual Plan: Capital Needs

	other approved proposal for development of public housing	
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program 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
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

County of San Bernardino

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Suppl	Quality	Accessibility	Siz	Location
Income <= 30% of AMI	15,960	5	4	3	5	4	3
Income >30% but <=50% of AMI	10,203	5	4	3	5	4	3
Income >50% but <80% of AMI	11,414	3	3	2	4	5	3
Elderly	4,133	5	5	4	5	3	3
Families with Disabilities	N/A	5	5	4	5	4	3
Race/Ethnicity: Black	N/A	5	4	3	4	4	3
Race/Ethnicity: Hispanic	N/A	5	4	3	4	4	3

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:

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)

1. Statement of Housing Needs

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

City of San Bernardino

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Suppl	Quality	Accessibility	Siz	Location
Income <= 30% of AMI	2,055	5	5	5	1	4	5
Income >30% but <=50% of AMI	1,326	5	5	4	1	4	5
Income >50% but <80% of AMI	4,756	5	4	3	1	3	4
Elderly	1,500	5	5	3	4	4	4
Families with Disabilities	1,058	5	5	4	4	3	4
Race/Ethnicity: Black	846	5	5	5	1	3	4
Race/Ethnicity: Hispanic	1,920	5	5	5	1	3	4

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: 2005-2010

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)

1. Statement of Housing Needs

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

City of Fontana

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Suppl	Quality	Accessibility	Siz	Location
Income <= 30% of AMI	2,379	5	4	3	3	4	4
Income >30% but <=50% of AMI	2,168	4	4	3	4	4	4
Income >50% but <80% of AMI	2,743	3	3	3	3	3	4
Elderly	888	4	4	4	5	2	3
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity: Black	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity: Hispanic	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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

Consolidated Plan of the Jurisdiction/s

Indicate year: 2005-2010

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)

1. Statement of Housing Needs

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

City of Ontario

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Suppl	Quality	Accessibility	Siz	Location
Income <= 30% of AMI	2,460	4	5	4	4	4	3
Income >30% but <=50% of AMI	2,598	4	5	4	4	4	3
Income >50% but <80% of AMI	3,247	4	5	4	4	4	3
Elderly	906	4	5	4	4	4	3
Families with Disabilities	N/A	4	5	4	4	4	3
Race/Ethnicity Black	N/A	4	5	4	4	4	3
Race/Ethnicity Hispanic	N/A	4	5	4	4	4	3

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: 2005-2009

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)

1. Statement of Housing Needs

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

City of Chino

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Suppl	Quality	Accessibility	Siz	Location
Income <= 30% of AMI	578	5	5	2	N/A	N/A	1
Income >30% but <=50% of AMI	780	5	5	2	N/A	N/A	1
Income >50% but <80% of AMI	1,074	5	5	2	N/A	N/A	1
Elderly	525	5	3	2	N/A	N/A	1
Families with Disabilities	N/A	5	3	2	N/A	N/A	1
Race/Ethnicity: Black	260	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity: Hispanic	1662	N/A	N/A	N/A	N/A	N/A	N/A

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

Consolidated Plan of the Jurisdiction/s

Indicate year: 2005-2010

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)

1. Statement of Housing Needs

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

City of Rancho Cucamonga

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Suppl	Quality	Accessibility	Siz	Location
Income <= 30% of AMI	1,027	5	5	5	4	5	4
Income >30% but <=50% of AMI	984	5	4	4	4	5	4
Income >50% but <80% of AMI	1,985	3	3	3	4	3	4
Elderly	825	3	2	3	3	2	3
Families with Disabilities	N/A	5	5	4	5	4	4
Race/Ethnicity: Black	N/A	N/A	3	4	4	4	4
Race/Ethnicity: Hispanic	N/A	N/A	3	4	4	4	4

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: 2005-2009

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)

1. Statement of Housing Needs

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

City of Victorville

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Suppl	Quality	Accessibility	Siz	Location
Income <= 30% of AMI	1,650	5	5	4	4	5	5
Income >30% but <=50% of AMI	1,365	5	5	3	4	4	4
Income >50% but <80% of AMI	718	4	4	2	3	3	4
Elderly	788	5	5	4	4	2	4
Families with Disabilities	1,125	5	5	4	4	3	4
Race/Ethnicity: Black	699	5	5	4	4	4	4
Race/Ethnicity: Hispanic	1,299	5	3	4	4	4	4

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:

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)

1. Statement of Housing Needs

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

City of Rialto

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Suppl	Quality	Accessibility	Siz	Location
Income <= 30% of AMI	2,824	5	4	4	5	5	5
Income >30% but <=50% of AMI	2,218	5	3	4	4	5	5
Income >50% but <80% of AMI	3,602	3	3	3	4	4	4
Elderly	4,822	5	3	3	4	2	3
Families with Disabilities	5,460	5	4	4	5	4	4
Race/Ethnicity: Black	5,210	4	3	3	4	4	3
Race/Ethnicity: Hispanic	12,294	4	3	3	4	5	3

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: 2005-2009

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)

Merged Redevelopment Plan 2005-2009

1. Statement of Housing Needs

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

City of Hesperia

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Suppl	Quality	Accessibility	Siz	Location
Income <= 30% of AMI	1,176	5	4	4	5	2	3
Income >30% but <=50% of AMI	1,027	5	4	4	5	4	3
Income >50% but <80% of AMI	1,147	4	4	4	4	4	3
Elderly	184	5	4	3	3	2	3
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity: Black	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity: Hispanic	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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

Consolidated Plan of the Jurisdiction/s

Indicate year: 2005-2009

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)

1. Statement of Housing Needs

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

Town of Apple Valley

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Siz	Location
Income <= 30% of AMI	1246	5	5	5	5	5	5
Income >30% but <=50% of AMI	881	5	5	5	5	5	5
Income >50% but <80% of AMI	165	5	5	4	4	4	4
Elderly	225	5	5	3	4	2	4
Families with Disabilities	545	5	5	5	5	3	4
Race/Ethnicity: Black	397	5	5	4	4	4	4
Race/Ethnicity: Hispanic	465	5	5	4	4	4	4

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:

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)

1. Statement of Housing Needs

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
Section 8 tenant-based assistance			
Public Housing			
Combined Section 8 and Public Housing			
Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	5,673		1,019
Extremely low income <=30% AMI	4,415	78	
Very low income (>30% but <=50% AMI)	1,131	20	
Low income (>50% but <80% AMI)	65	1	
Families with children	3,251	57	
Elderly families	587	10	
Families with Disabilities	(data not captured)		
Race/ethnicity			
Is the waiting list closed (select one)? No Yes			
If yes: How long has it been closed (# of months)? 53			
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. Statement of Housing Needs

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) Section 8 tenant-based assistance Public Housing Combined Section 8 and Public Housing Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	14,040		223
Extremely low income <=30% AMI	11,697	83	
Very low income (>30% but <=50% AMI)	1,885	13	
Low income (>50% but <80% AMI)	395	3	
Families with children	6,794	48	
Elderly families	1,208	9	
Families with Disabilities	1,375	10	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	3,841	27	
2 BR	7,067	50	
3 BR	2,795	20	
4 BR	290	2.7	
5 BR	47	0.3	
5+ BR	0	0	
Is the waiting list closed (select one)? No Yes			
If yes:			
How long has it been closed (# of months)? 2			
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. Statement of Housing Needs

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

1. Statement of Housing Needs

C. Strategy for Addressing Needs

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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)

- Develop and/or acquire affordable housing units through leveraging, use of available development funds, and partnerships with cities in San Bernardino County.
- Acquire market-rate developments and insert new affordable rents in a portion of the property.

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)

1. Statement of Housing Needs
C. Strategy for Addressing Needs
(1) Strategies

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 elderly public housing through joint ventures

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)
 - Work with non-profits that target housing assistance to families with disabilities

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)

1. Statement of Housing Needs
C. Strategy for Addressing Needs
(1) Strategies

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

Provide the use of refrigerators to the elderly and households with disabilities.

(2) Reasons for Selecting Strategies

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

Funding constraints

Staffing constraints

Limited availability of sites for assisted housing

Extent to which particular housing needs are met by other organizations in the community

Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA

Influence of the housing market on PHA programs

Community priorities regarding housing assistance

Results of consultation with local or state government

Results of consultation with residents and the Resident Advisory Board

Results of consultation with advocacy groups

Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2007 grants)	3,220,100	
a) Public Housing Operating Fund	3,700,000	
b) Public Housing Capital Fund	-	
c) HOPE VI Revitalization	-	
d) HOPE VI Demolition	53,113,800	
e) Annual Contributions for Section 8 Tenant-Based Assistance	-	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	-	
g) Resident Opportunity and Self-Sufficiency Grants	-	
h) Community Development Block Grant	-	
i) HOME	-	
Other Federal Grants (list below)	-	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
a) Shelter Plus Care	1,502,500	Section 8 Tenant Services
b) Resident Opportunities and Self Sufficiency	494,500	Public Housing Support
3. Public Housing Dwelling Rental Income	5,665,000	Public Housing Operations
4. Other income (list below)		
Interest / Miscellaneous Income	316,500	Public Housing Operations
5. Non-federal sources (list below)		
Authority owned Housing Rental Income	5,966,400	Authority owned Unit Operations

Total resources	73,978,800	
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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: 1-20
 - When families are within a certain time of being offered a unit: 1-30 days
 - Other: (describe)
- b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?
- Criminal or Drug-related activity
 - Rental history
 - Housekeeping
 - Other: Credit 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)
- b. Where may interested persons apply for admission to public housing?
- PHA main administrative office
 - PHA development site management office
 - Other (list below)
 - Housing Authority web site: www.hacsb.com

3. PHA Policies Governing Eligibility, Selection, and Admissions

A. Public Housing

(2)Waiting List Organization

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

1. How many site-based waiting lists will the PHA operate in the coming year?8

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

3. Yes No: May families be on more than one list simultaneously
If yes, how many lists? 8

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)

Housing Authority web site

(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:

3. PHA Policies Governing Eligibility, Selection, and Admissions

A. Public Housing

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

Emergencies

Overhoused

Underhoused

Medical justification

Administrative reasons determined by the PHA (e.g., to permit modernization work)

Resident choice: (state circumstances below)

Other: (list below)

- To gain or maintain employment
- Education leading to greater self-sufficiency

3. PHA Policies Governing Eligibility, Selection, and Admissions

A. Public Housing

(4) Admissions Preferences

c. Preferences

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

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

Former Federal preferences:

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

Victims of domestic violence

Substandard housing

Homelessness

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

Other preferences: (select below)

Working families and those unable to work because of age or disability

Veterans and veterans' families

Residents who live and/or work in the jurisdiction

Those enrolled currently in educational, training, or upward mobility programs

Households that contribute to meeting income goals (broad range of incomes)

Households that contribute to meeting income requirements (targeting)

Those previously enrolled in educational, training, or upward mobility programs

Victims of reprisals or hate crimes

Other preference(s) (list below)

3. PHA Policies Governing Eligibility, Selection, and Admissions

A. Public Housing

(4) Admissions Preferences

c. Preferences

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.

5 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

3. PHA Policies Governing Eligibility, Selection, and Admissions

A. Public Housing

(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)

- Public Housing Authority brochure
- Public Housing Information Handbook

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)

3. PHA Policies Governing Eligibility, Selection, and Admissions

A. Public Housing

(6) Deconcentration and Income Mixing

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:

3. PHA Policies Governing Eligibility, Selection, and Admissions

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)
 - Outstanding debt to this Housing Authority
 - Megan's Law
- 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)
 - The family's current and prior addresses as shown in the PHA records
 - The name and address of the current and prior landlords at the family's current addresses (if available), family's rental history, and any history of drug trafficking.

3. PHA Policies Governing Eligibility, Selection, and Admissions

B. Section 8

(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)
 - By telephoning the main administrative office during times specified in publicized open enrollments
 - Housing Authority authorized web site
 - Applications will be available in an accessible format upon request from a person with a disability

(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:

- When a participant has documented that they have had difficulty finding a unit because of a tight rental market
- When a participant requires reasonable accommodation to complete the lease-up process
- When a participant has medical reasons
- When a participant has submitted their request for tenancy for approval and are waiting for the inspection process to be complete

3. PHA Policies Governing Eligibility, Selection, and Admissions

B. Section 8

(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)

3. PHA Policies Governing Eligibility, Selection, and Admissions

B. Section 8

(4) Admissions Preferences

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

High rent burden

Other preferences (select all that apply)

Working families and those unable to work because of age or disability

1 Veterans and veterans’ families

Residents who live and/or work in your jurisdiction

Those enrolled currently in educational, training, or upward mobility programs

Households that contribute to meeting income goals (broad range of incomes)

Households that contribute to meeting income requirements (targeting)

Those previously enrolled in educational, training, or upward mobility programs

Victims of reprisals or hate crimes

Other preference(s) (list below)

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

Date and time of application

Drawing (lottery) or other random choice technique

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

This preference has previously been reviewed and approved by HUD

The PHA requests approval for this preference through this PHA Plan

3. PHA Policies Governing Eligibility, Selection, and Admissions

B. Section 8

(4) Admissions Preferences

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)
 - Housing Authority web site
- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
- Through published notices
 - Other (list below)
 - Advocacy Groups
 - Housing Authority web site

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

4. PHA Rent Determination Policies

A. Public Housing

(1) Income Based Rent Policies

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)

4. PHA Rent Determination Policies

A. Public Housing

(1) Income Based Rent Policies

e. Ceiling rents

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

Market comparability study

Fair market rents (FMR)

95th percentile rents

75 percent of operating costs

100 percent of operating costs for general occupancy (family) developments

Operating costs plus debt service

The “rental value” of the unit

Other (list below)

f. Rent re-determinations:

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

Never

At family option

Any time the family experiences an income increase

Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____

Other (list below)

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

(2) Flat Rents

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

The section 8 rent reasonableness study of comparable housing

Survey of rents listed in local newspaper

Survey of similar unassisted units in the neighborhood

Other (list/describe below)

4. PHA Rent Determination Policies

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

At or above 90% but below 100% of FMR

100% of FMR

Above 100% but at or below 110% of FMR

Above 110% of FMR (if HUD approved; describe circumstances below)

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

FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area

The PHA has chosen to serve additional families by lowering the payment standard

Reflects market or submarket

Other (list below)

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

FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area

Reflects market or submarket

To increase housing options for families

Other (list below)

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

Annually

Other (list below)

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

Success rates of assisted families
Rent burdens of assisted families
Other (list below)

4. PHA Rent Determination Policies
B. Section 8 Tenant-Based Assistance

(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)
- (i) When the family has lost eligibility for or is awaiting an eligibility determination for a federal, state, or local assistance program, including a family that includes a member who is a non-citizen lawfully admitted for permanent residence under the Immigration and Nationality Act who would be entitled to public benefits but for title IV of the Personal Responsibility and Work Opportunity Act of 1996;
 - (ii) When the family would be evicted because it is unable to pay the minimum rent;
 - (iii) When the income of the family has decreased because of changed circumstances, such as loss of employment;
 - (iv) When a death has occurred in the family; and
 - (v) Other hardship circumstances determined by the Housing Authority or HUD.

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	1,666	330
Section 8 Vouchers	8,595	960
Section 8 Certificates	NA	NA
Section 8 Mod Rehab	NA	NA
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Welfare to Work	260	260
Project-Based Vouchers	299	7
Mainstream	89	4
Disaster Voucher Program	1	33
Public Housing Drug Elimination Program (PHDEP)	NA	NA
Other Federal Programs(list individually)		
HOPWA	53	3
Shelter Care Plus	57	30

5. Operations and Management

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)

Preventative Maintenance Plan
ACOP
Residential Lease
Public Housing Information Booklet
Public Housing Brochure

(2) Section 8 Management: (list below)

Administrative Plan
Housing Choice Voucher Briefing Booklet
Housing Choice Voucher Information Package
Housing Choice Voucher Brochure

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?
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)
 - Housing Programs Office

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?
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)
 - Any PHA Section 8 office

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 (state name)

-or-

The Capital Fund Program Annual Statement is provided on the following page:

7. Capital Improvement Needs
A. Capital Fund Activities
(1) Capital Fund Program Annual Statement

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

Capital Fund Grant Number CA16-P019-501-06 FFY of Grant Approval: 2006

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	401,435.00
3	1408 Management Improvements	802,870.00
4	1410 Administration	401,435.00
5	1411 Audit	10,000.00
6	1415 Liquidated Damages	-
7	1430 Fees and Costs	150,000.00
8	1440 Site Acquisition	-
9	1450 Site Improvement	78,408.00
10	1460 Dwelling Structures	1,824,058.00
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	25,000.00
18	1498 Mod Used for Development	-
19	1502 Contingency	321,148.00
20	Amount of Annual Grant (Sum of lines 2-19)	4,014,354.00
21	Amount of line 20 Related to LBP Activities	50,000.00
22	Amount of line 20 Related to Section 504 Compliance	-
23	Amount of line 20 Related to Security – Hard Costs	78,408.00
24	Amount of line 20 Related to Energy Conservation Measures	1,824.058.00

7. Capital Improvement Needs
A. Capital Fund Activities
(1) Capital Fund Program Annual Statement

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

Capital Fund Grant Number CA16-P019-501-06 FFY of Grant Approval: 2006

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PHA-Wide	Operations	1406.00	401,435.00
	Management Improvements	1408.00	
	Fair Housing	1408.00	22,500.00
	Homeownership	1408.00	126,000.00
	Staff Development	1408.00	332,646.00
	Welfare Reform	1408.00	67,500.00
	Economic Development	1408.00	254,224.00
	Administration	1410.00	401,435.00
	Audit	1411.00	10,000.00
	Fees and Costs	1430.00	
	A&E – Inspections	1430.00	75,000.00
	A&E – 19-002 LBP Management	1430.00	50,000.00
	Misc. Fees & Costs	1430.00	25,000.00
Contingency	1502.00	321,148.00	
19-002	Replace Windows	1460.00	1,824,058.00
	Relocation	1495.10	25,000.00
19-003	CPTED/Security Lighting	1450.00	78,408.00

7. Capital Improvement Needs

A. Capital Fund Activities

(1) Capital Fund Program Annual Statements

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Capital Fund Grant Number CA16-P019-501-06 FFY of Grant Approval: 2006

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
PHA-Wide	7/18/2008	7/18/2010
19-002	7/18/2008	7/18/2010
19-003	7/18/2008	7/18/2010

7. Capital Improvement Needs

A. Capital Fund Activities

(1) Capital Fund Program Annual Statements

Annual Statement / Performance and Evaluation Report				
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRH)				
PHA Name Housing Authority of the County of San Bernardino		Federal FY of Grant: 2004		Capital Fund Program
Performance and Evaluation Report for Program Year Ending 3/31/2006				Revised Annual Statement
Line	Summary by Development Account	Est. Original Cost	Est. Revised Cost	Actual Obligated
1	Total Non-CGP Funds			
2	1406 Operations	949,868.00	388300	388300
3	1408 Management Improvements	949,868.00	2267817.34	2,267,817.34
4	1410 Administration	47,4934.00	474934.00	474,934.00

5	1411 Audit	-	-	
6	1415 Liquidated Damages	-	-	
7	1430 Fees and Costs	403639.47	278587.27	24
8	1440 Site Acquisition	-	-	
9	1450 Site Improvement	492689.88	496976.54	49
10	1460 Dwelling Structures	472002.08	446088.01	43
11	1465.1 Dwelling Equipment–Nonexpendable	467347.92	67852.19	6
12	1470 Nondwelling Structures	135118.9	134859.9	1
13	1475 Nondwelling Equipment	13925.75	193925.75	19
14	1485 Demolition	-	-	
15	1490 Replacement Reserve	-	-	
16	1492 Moving to Work Demonstration	-	-	
17	1495.1 Relocation Costs	10,000.00	-	
18	1499 Development Activities	-	-	
19	1501 Collateralization or Debt Service	-	-	
20	1502 Contingency	379947.00	-	
21	Amount of Annual Grant (Sum of lines 2-20)	4749341.00	4749341.00	470
22	Amount of line 21 Related to LBP Activities	50000.00	25350.56	2
23	Amount of line 21 Related to Section 504 Compliance	42961.1964	30327.5022	300
24	Amount of line 21 Related to Security - Soft Costs	137994.72	190712.6936	1907
25	Amount of line 21 Related to Security - Hard Costs	251565.86	251565.86	25
26	Amount of line 21 Related to Energy Conserv. Measures	286407.976	202183.348	200

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

PHA Name Housing Authority of the County of San Bernardino			Federal FY of Grant: 2004		Capital Fund Program	
Development Number / PHA-Wide Activities	General Description of Major Work Categories	Dev. Acc. No.	Quantity	Total Estimated Cost		Total A
				Original	Revised	
19-002	Security Lighting	1450.00	250	128,750.00	128,750.00	128,750.00
	Security Fencing	1450.00	250	71,789.52	71,789.52	71,789.52
	Curbs, Gutters, Sidewalks	1450.00	250	75,532.06	75,700.31	75,700.31
	Street Surfacing	1450.00	250	134,845.77	134,845.77	134,845.77
19-010	Roofing	1460.00	40	120,000.00	-	
	HVAC Systems	1465.10	40	400,000.00	-	
PHA-Wide	Emergency Site Repair	1450.00		27,093.05	27,093.05	27,093.05
	Emergency Dwelling Repair	1460.00		4,646.35	4,646.35	4,646.35
	Vacancy Reduction Activities	1460.00				
	Modernize Units	1460.00	100	229,592.00	373,307.37	363,190.00
	Flooring	1460.00	40	56,357.00	56,357.00	56,357.00
	Window Treatments	1460.00	20	11,426.73	11,426.73	11,426.73
	Security Lighting	1450.00	100	51,026.34	51,026.34	51,026.34
	Replace Stoves/etc.	1465.10	100	26,892.04	27,396.31	27,396.31
	Water Heaters	1465.10	75	3,215.00	3,215.00	3,215.00
	Evap. Coolers/AC's	1465.10	75	3,285.00	3,285.00	3,285.00
	Wall Furnaces/FAU's	1465.10	75	33,955.88	33,955.88	33,955.88
	Landscaping/Grading	1450.00	2	3,653.14	7,771.55	7,771.55
	LBP Abatement	1460.00	1	50,000.00	350.56	350.56
	Non-Dwelling Structures			135,118.90	134,859.90	134,859.90
	Non-Dwelling Equipment			13,925.75	13,925.75	13,925.75
	Computer Hardware			-	180,000.00	180,000.00
	Operations			949,868.00	388,300.00	388,300.00
	Relocation			10,000.00		
	Contingency			379,947.00		
	Administration			474,934.00	474,934.00	474,934.00

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

PHA Name Housing Authority of the County of San Bernardino			Federal FY of Grant: 2004		Capital Fund Program	
Development Number / PHA-Wide Activities	General Description of Major Work Categories	Dev. Acc. No.	Quantity	Total Estimated Cost		Total A
				Original	Revised	
PHA-Wide	Management Improvements	1408.00		585,368.00	-	961,092.34
	Family Self Sufficiency	1408.00		81,000.00	86,592.34	
	Fair Housing	1408.00		12,500.00	22,500.00	

Annual Statement / Performance and Evaluation Report				
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRH)				
PHA Name Housing Authority of the County of San Bernardino		Federal FY of Grant: 2005		Capital Fund Prog
Performance and Evaluation Report for Program Year Ending 3/31/2006				Revised Annual S
Line	Summary by Development Account	Est. Original Cost	Est. Revised Cost	Actual Obligate
1	Total Non-CGP Funds			
2	1406 Operations	911,541.00	911,541.00	22
3	1408 Management Improvements	911,541.00	911,541.00	23
4	1410 Administration	455,770.00	455,770.00	
5	1411 Audit	10,000.00	10,000.00	
6	1415 Liquidated Damages	-	-	
7	1430 Fees and Costs	285,709.00	260,000.00	
8	1440 Site Acquisition	-	-	
9	1450 Site Improvement	315,496.00	370,000.00	
10	1460 Dwelling Structures	685,474.00	1,219,239.00	
11	1465.1 Dwelling Equipment–Nonexpendable	382,560.00	-	
12	1470 Nondwelling Structures	125,000.00	50,000.00	
13	1475 Nondwelling Equipment	100,000.00	-	
14	1485 Demolition	-	-	
15	1490 Replacement Reserve	-	-	
16	1492 Moving to Work Demonstration	-	-	
17	1495.1 Relocation Costs	10,000.00	25,000.00	
18	1499 Development Activities	-	-	
19	1501 Collateralization or Debt Service	-	-	
20	1502 Contingency	364,616.00	364,616.00	
21	Amount of Annual Grant (Sum of lines 2-20)	4,557,707.00	4,557,707.00	46
22	Amount of line 21 Related to LBP Activities	47,082.00	-	
23	Amount of line 21 Related to Section 504 Compliance	41,505.90	122,677.17	
24	Amount of line 21 Related to Security - Soft Costs	82,038.69	82,038.69	2
25	Amount of line 21 Related to Security - Hard Costs	228,811.00	120,000.00	
26	Amount of line 21 Related to Energy Conserv. Measures	276,706.00	317,847.80	

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

PHA Name Housing Authority of the County of San Bernardino			Federal FY of Grant: 2005		Capital Fund Prog	
Developmen Number / PHA-Wide Activities	General Description of Major Work Categories	Dev. Acc. No.	Quantity	Total Estimated Cost		Total A Funds Obligated
				Original	Revised	
19-017(b)	Entry Doors & Screens	1460.00	7	6,840.00	-	
19-023	Evap. Coolers	1465.10	9	10,800.00	-	
	Replace Interior Doors	1460.00	9	12,500.00	-	
	Entry Doors & Screens	1460.00	9	8,325.00	-	
19-024	Replace Parking Lot	1450.00	8	17,125.00	-	
19-025	Water Heaters	1465.10	10	7,425.00	-	
19-029	Replace Parking Lot	1450.00	9	17,250.00	-	
19-031(b)	Security Lighting	1450.00	9	6,900.00	-	
	Evap. Coolers	1465.10	9	10,350.00	-	
	Water Heaters	1465.10	9	6,750.00	-	
19-031(c)	Evap. Coolers	1465.10	9	10,800.00	-	
	Security Lighting	1450.00	9	6,900.00	-	
	Fencing	1450.00	9	10,300.00	-	
	Water Heaters	1465.10	9	6,750.00	-	
	Wall Furnaces/FAU's	1465.10	9	11,250.00	-	
19-031(d)	Security Lighting	1450.00	10	2,750.00	-	
	Evap. Coolers	1465.10	10	11,880.00	-	
	Rain Gutters	1460.00	10	8,250.00	-	
19-031(e)	Security Lighting	1450.00	24	6,600.00	-	
	Wall Furnaces/FAU's	1465.10	24	29,700.00	-	
	Water Heaters	1465.10	24	17,820.00	-	
19-032(e)	Replace Parking Lot	1450.00	25	10,625.00	-	
19-034(a)	Security Lighting	1450.00	47	13,000.00	-	
	Water Heaters	1465.10	47	14,875.00	-	
19-034(b)	Concrete	1450.00	8	8,250.00	-	



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

PHA Name Housing Authority of the County of San Bernardino			Federal FY of Grant: 2005		Capital Fund Prog	
Developmen Number / PHA-Wide Activities	General Description of Major Work Categories	Dev. Acc. No.	Quantity	Total Estimated Cost		Total A Funds Obligated
				Original	Revised	
19-035(c)	Evap. Coolers	1465.10	15	17,820.00	-	
	Entry Doors & Screens	1460.00	15	15,200.00	-	
	Wall Furnaces/FAU's	1465.10	15	18,450.00	-	
	Water Heaters	1465.10	15	11,025.00	-	
19-035(d)	Exterior Doors	1460.00	27	10,250.00	-	
19-035(e)	Concrete	1450.00	8	11,000.00	-	
	Water Heaters	1465.10	8	5,940.00	-	
19-036(a)	Wall Furnaces/FAU's	1465.10	6	7,425.00	-	
	Water Heaters	1465.10	6	4,500.00	-	
19-036(b)	Entry Doors & Screens	1460.00	13	12,850.00	-	
PHA-Wide	LBP Abatement	1460.00	10	47,082.00	-	
	Modernize Units	1460.00	50	379,077.00	-	
	Roofing	1460.00	2	50,000.00	-	
	Concrete	1450.00	10	50,000.00	-	
	Fencing	1450.00	10	50,000.00	-	
	Landscaping/Grading	1450.00	10	75,000.00	-	
	Security Lights	1450.00	5	29,796.00	-	
	Water Heaters	1465.10	50	33,750.00	-	
	Evap. Coolers/AC's	1465.10	50	54,000.00	-	
	Wall Furnaces/FAU's	1465.10	50	56,250.00	-	
	Flooring	1460.00	20	75,000.00	-	
	Window Treatments	1460.00	50	49,100.00	-	
	Replace Stoves/etc.	1465.10	75	35,000.00	-	
	Operations	1406.00		911,541.00	-	



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

PHA Name Housing Authority of the County of San Bernardino			Federal FY of Grant: 2005		Capital Fund Program	
Development Number / PHA-Wide Activities	General Description of Major Work Categories	Dev. Acc. No.	Quantity	Total Estimated Cost		Total Funds Obligated
				Original	Revised	
PHA-Wide	Management Improvements	1408.00				226,862.8
	Family Self Sufficiency	1408.00		108,000.00	108,000.00	
	Fair Housing	1408.00		22,500.00	22,500.00	
	Homeownership	1408.00		176,000.00	76,000.00	
	Staff Development	1408.00		167,500.00	67,500.00	
	Resident Programs	1408.00		67,500.00	67,500.00	
	Security	1408.00		-	78,146.00	
	Resident Computer Training	1408.00		-	45,000.00	
	Computer Software	1408.00		-	446,895.00	
	Welfare Reform Initiatives	1408.00		45,000.00	-	
	Economic Development	1408.00		78,146.00	-	
	Computer System Upgrades	1408.00		246,895.00	-	
	Administration	1410.00		455,770.00	455,770.00	237,381.0
	Audit	1411.00		10,000.00	10,000.00	
	Non-Dwelling Structures	1470.00		125,000.00	-	
	Equipment	1475.00		100,000.00	-	
	Relocation	1495.10		10,000.00	25,000.00	
	Contingency	1502.00		364,616.00	364,616.00	
	Fees & Costs	1430.00		285,709.00		
	A&E – Planning	1430.00			20,000.00	
	A&E - Redlands Redevelopment	1430.00			75,000.00	
	A&E - 19-002 Redevelopment	1430.00			65,000.00	
	A&E - 19-003 Redevelopment	1430.00			65,000.00	
	Misc. Fees & Costs	1430.00			15,000.00	

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

PHA Name		Housing Authority of the County of San Bernardino		Federal FY of Grant: 2005		Capital Fund Program
Development Number / PHA-Wide Activities	General Description of Major Work Categories	Dev. Acc. No.	Quantity	Total Estimated Cost		Total A Funds Obligated
				Original	Revised	
19-010	Project Modernization		40			
	Site Work	1450.00	40	-	250,000.00	
	Security Lighting	1450.00	40	-	60,000.00	
	Security Fencing	1450.00	40	-	60,000.00	
	Hazardous Material Removal	1460.00	40	-	60,000.00	
	Seismic Retrofit	1460.00	40	-	560,000.00	
	Unit Modernization	1460.00	40	-	524,239.00	
	Community Spaces Modernization	1470.00	40	-	50,000.00	
	Section 504/ADA Compliance	1460.00	40	-	75,000.00	

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

PHA Name		Housing Authority of the County of San Bernardino			Federal FY of Grant: 2005		Capital Fund Program	
Development Number / PHA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)				
	Original	Revised	Actual	Original	Revised	Actual		
19-017(b)	8/17/2007	NA		8/17/2009	NA			
19-023	8/17/2007	NA		8/17/2009	NA			
19-024	8/17/2007	NA		8/17/2009	NA			
19-025	8/17/2007	NA		8/17/2009	NA			
19-029	8/17/2007	NA		8/17/2009	NA			
19-031(b)	8/17/2007	NA		8/17/2009	NA			
19-031(c)	8/17/2007	NA		8/17/2009	NA			
19-031(d)	8/17/2007	NA		8/17/2009	NA			
19-031(e)	8/17/2007	NA		8/17/2009	NA			
19-032(e)	8/17/2007	NA		8/17/2009	NA			
19-034(a)	8/17/2007	NA		8/17/2009	NA			
19-034(b)	8/17/2007	NA		8/17/2009	NA			
19-035(c)	8/17/2007	NA		8/17/2009	NA			
19-035(d)	8/17/2007	NA		8/17/2009	NA			
19-035(e)	8/17/2007	NA		8/17/2009	NA			
19-036(a)	8/17/2007	NA		8/17/2009	NA			
19-036(b)	8/17/2007	NA		8/17/2009	NA			
19-010	8/17/2007			8/17/2009				
PHA-Wide	8/17/2007			8/17/2009				

7. Capital Improvement Needs

A. Capital Fund Activities

(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 (state name

-or-

The Capital Fund Program 5-Year Action Plan is provided on the following page:

7. Capital Improvement Needs

A. Capital Fund Activities

(2) Optional 5-Year Action Plan

Capital Fund Program Five-Year Action Plan				
Part I: Summary				
PHA Name Housing Authority of the County of San Bernardino			Original 5-Year Plan Revision No:	
Development Number/Name/HA-Wide	ea 1	Work Statement for Year 2 FFY Grant: 2007 PHA FY: 9/30/2007	Work Statement for Year 3 FFY Grant: 2008 PHA FY: 9/30/2008	Work Statement for Year FFY Grant: 2009 PHA FY: 9/30/2009
PHA-Wide				
Operations		\$401,435.00	\$401,435.00	\$507,265.00
Management Improvements		802,870.00	802,870.00	802,870.00
Administration		401,435.00	401,435.00	401,435.00
Audit		10,000.00	10,000.00	10,000.00
Fees and Costs		250,000.00	250,000.00	371,636.00
Non-Dwelling Equipment		100,000.00	100,000.00	100,000.00
Non-Dwelling Structures		125,000.00	125,000.00	125,000.00
Relocation Costs		25,000.00	25,000.00	25,000.00
Contingency		321,148.00	321,148.00	321,148.00
CFFP				1,350,000.00
19-002		1,205,830.00		
19-003		371,636.00	1,577,466.00	
CFP Funds Listed for 5-year planning		\$4,014,354.00	\$4,014,354.00	\$4,014,354.00
Replacement Housing Factor Funds		-	-	

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year: 2007 FFY Grant: 2007 PHA FY: 9/30/2007			Activities for FFY Grant PHA FY: 9		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major V	
See Annual Statement	PHA Wide			PHA Wide		
	Operations		\$401,435.00	Operations		
	Management Improvements	Staff Development	63,000.00	Management Improvements	Family Se	
		Economic Development	84,361.00		Welfare R	
		Computer Upgrades	90,000.00		Fair Hous	
		Fair Housing	27,000.00		Economic	
		Resident Programs	112,500.00		Homeown	
		Drug Elimination	208,009.00		Resident I	
		Homeownership	108,000.00		Staff Dev	
		Asset Development	110,000.00		Security	
		Administration	401,435.00		Tenant Ac	
		Non-Dwelling Structures	125,000.00		Inventory	
		Non-Dwelling Equipment	100,000.00		Preventati	
		Fees and Costs	250,000.00		Human R	
		Relocation	25,000.00		PHAS Re	
		Contingency	321,148.00		Administration	
		Audit	10,000.00		Non-Dwelling Structures	
				Non-Dwelling Equipment		
	19-002	Replace wiring	800,000.00	Fees and Costs		
		Replace electrical fixtures	405,830.00	Relocation		
	19-003	CPTED/Lighting, etc.	371,636.00	Contingency		
				Audit		
				19-003	Replace V	
Total CFP Estimated Cost			\$4,014,354.00			

Capital Fund Program Five-Year Action Plan				
Part II: Supporting Pages—Work Activities				
Activities for Year: 2009 FFY Grant: 2009 PHA FY: 9/30/2009			Activities for Year: 2010 FFY Grant: 2010 PHA FY: 9/30/2010	
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories
PHA Wide			PHA Wide	
Operations		\$507,265.00	Operations	
Management Improvements	Family Self Sufficiency	81,000.00	Management Improvements	Staff Development
	Welfare Reform Init.	136,215.00		Economic Development
	Fair Housing	22,500.00		Computer Upgrade
	Economic Development	118,009.00		Fair Housing
	Homeownership	72,000.00		Resident Program
	Resident Mgt Training	27,000.00		Drug Elimination
	Staff Development	188,646.00		Homeownership
	Security	27,000.00		Asset Development
	Tenant Accounting Upg.	36,000.00		
	Inventory Mgt. Sys.	22,500.00	Administration	
	Preventive Maintenance	36,000.00	Non-Dwelling Structures	
	Human Resources Prog.	13,500.00	Non-Dwelling Equipment	
	PHAS Reporting System Upgrade	22,500.00	Fees & Costs	
			Relocation	
Administration		401,435.00	Contingency	
Non-Dwelling Structures		125,000.00	Audit	
Non-Dwelling Equipment		100,000.00	Revitalize Housing (CFFP)	
Fees & Costs		371,636.00		
Relocation		25,000.00		
Contingency		321,148.00		
Audit		10,000.00		
Revitalize Housing (CFFP)		1,350,000.00		
Total CFP Estimated Cost		\$4,014,354.00		

7. Capital Improvement Needs

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

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

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

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

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

Revitalization Plan under development

Revitalization Plan submitted, pending approval

Revitalization Plan approved

Activities pursuant to an approved Revitalization Plan underway

Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

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

If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description	
1a. Development name:	803 W Brockton Ave
1b. Development (project) number:	CA16P019009
2. Designation type:	<input type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one)	<input type="checkbox"/> Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, submitted, or planned for submission:	<u>07/02/61</u>
5. If approved, will this designation constitute a (select one)	<input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously approved Designation Plan?
6. Number of units affected:	20
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development

Total development

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

Designation of Public Housing Activity Description
1a. Development name: Mt. Vernon Manor 1b. Development (project) number: CA16P019010
2. Designation type: Occupancy by only the elderly Occupancy by families with disabilities Occupancy by only elderly families and families with disabilities
3. Application status (select one) Approved; included in the PHA's Designation Plan Submitted, pending approval Planned application
4. Date this designation approved, submitted, or planned for submission: <u>29/11/67</u>
5. If approved, will this designation constitute a (select one) New Designation Plan Revision of a previously approved Designation Plan?
7. Number of units affected: 40 7. Coverage of action (select one) Part of the development Total development

Designation of Public Housing Activity Description
1a. Development name: Barstow Seniors Complex 1b. Development (project) number: CA16P019012
2. Designation type: Occupancy by only the elderly Occupancy by families with disabilities Occupancy by only elderly families and families with disabilities
3. Application status (select one) Approved; included in the PHA's Designation Plan Submitted, pending approval Planned application
4. Date this designation approved, submitted, or planned for submission: <u>01/02/72</u>
5. If approved, will this designation constitute a (select one) New Designation Plan Revision of a previously approved Designation Plan?
8. Number of units affected: 40 7. Coverage of action (select one)

Part of the development
Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

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

2. Activity Description

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

10. Conversion of Public Housing to Tenant-Based Assistance

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? Assessment underway Assessment results submitted to HUD Assessment results approved by HUD (if marked, proceed to next question) Other (explain below)
3. Yes 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) Conversion Plan in development Conversion Plan submitted to HUD on: (DD/MM/YYYY) Conversion Plan approved by HUD on: (DD/MM/YYYY) Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) Units addressed in a pending or approved demolition application (date submitted or approved: Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) Requirements no longer applicable: vacancy rates are less than 10 percent Requirements no longer applicable: site now has less than 300 units Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	
1b. Development (project) number: CA017	
2. Federal Program authority:	HOPE I 5(h) Turnkey III Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	Approved; included in the PHA’s Homeownership Plan/Program Submitted, pending approval Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission:	(DD/MM/YYYY) 14/10/2003
5. Number of units affected: 9	
6. Coverage of action: (select one)	Part of the development Total development

11. Homeownership Programs Administered by the PHA
A. Public Housing

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number: CA018
2. Federal Program authority: HOPE I 5(h) Turnkey III Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) Approved; included in the PHA's Homeownership Plan/Program Submitted, pending approval Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: <u>(DD/MM/YYYY) 01/05/2005</u>
6. Number of units affected: 1 6. Coverage of action: (select one) Part of the development Total development

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number: CA032
2. Federal Program authority: HOPE I 5(h) Turnkey III Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) Approved; included in the PHA's Homeownership Plan/Program Submitted, pending approval Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: <u>(DD/MM/YYYY) 14/10/2003</u>
7. Number of units affected: 20 6. Coverage of action: (select one) Part of the development Total development

11. Homeownership Programs Administered by the PHA
A. Public Housing

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number: CA035
2. Federal Program authority: HOPE I 5(h) Turnkey III Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) Approved; included in the PHA's Homeownership Plan/Program Submitted, pending approval Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY) 14/10/2003
8. Number of units affected: 21 6. Coverage of action: (select one) Part of the development Total development

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number: CA042
2. Federal Program authority: HOPE I 5(h) Turnkey III Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) Approved; included in the PHA's Homeownership Plan/Program Submitted, pending approval Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY) 14/10/2003
9. Number of units affected: 73 6. Coverage of action: (select one) Part of the development Total development

11. Homeownership Programs Administered by the PHA

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 (1)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 29/11/98

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

Client referrals

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

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

Jointly administer programs

Partner to administer a HUD Welfare-to-Work voucher program

Joint administration of other demonstration program

Other (describe)

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)

12. PHA Community Service and Self-sufficiency Programs
B. Services and programs offered to residents and participants
(1) General

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Homeownership Program: Education, supportive services, preparation, and counseling pre-and post-purchase geared toward successful homeownership	110	Voluntary	Homeownership Center	Section 8, Public Housing
Public Housing FSS Program: Counseling and supportive services geared toward economic self-sufficiency	15	Voluntary	Homeownership Center	Public Housing
Section 8 FSS Program: Counseling and supportive services geared toward economic self-sufficiency	200	Voluntary	Homeownership Center	Section 8
Neighborhood Networks: Computer labs for computer literacy classes and for use in job search, homework, ESL, GED preparation, training programs	Varies	Voluntary	Four labs at different Public Housing complexes	Public Housing

12. PHA Community Service and Self-sufficiency Programs
B. Services and programs offered to residents and participants

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2007 Estimate)	Actual Number of Participants With escrow balances (As of: 30/06/06)
Public Housing	0	1
Section 8	83	235

- 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)

12. PHA Community Service and Self-sufficiency Programs

C. Community Service Requirements

COMMUNITY SERVICE AND SELF-SUFFICIENCY REQUIREMENTS

- 4.0. Service Requirement. Except for any family member who is an exempt individual, each adult resident of public housing must:
- A. Contribute eight (8) hours per month of community service (not including political activities);
 - B. Participate in an economic self-sufficiency program for eight (8) hours per month; or
 - C. Perform eight (8) hours per month of combined activities as described in paragraphs (A) and (B) of this section.
- 4.01. Exempted Individuals. An adult who is:
- A. Sixty-two (62) years or older;
 - B. A blind or disabled individual, as defined under 216(i)(1) or 1614 of the Social Security Act (42 U.S.C. 416(i)(1); 1382c), and who certifies that because of this disability she or he is unable to comply with the service provisions of this subpart;
 - C. A primary caretaker of such individual;
 - D. Engaged in work activities;
 - E. Meets the requirements for being exempted from having to engage in a work activity under the State program funded under Part A of Title IV of the Social Security Act (42 U.S.C. 601 et seq.) or under any other welfare program of the State in which the PHA is located, including a state-administered Welfare-to-Work program; or
 - F. A member of a family receiving assistance, benefits or services under a state program funded under Part A of Title IV of the Social Security Act (42 U.S.C. 601 et seq.) or under any other welfare program of the State of California, including welfare to work program, and has not been found by the state or county to be in noncompliance with such a program.

12. PHA Community Service and Self-sufficiency Programs

C. Community Service Requirements

- 4.02. Community Service. Is the performance of voluntary work or duties in the public benefit that serve to improve the quality of life and/or enhance resident self-sufficiency, or/and increase the self-responsibility of the resident within the community in which the resident resides. Political activity is excluded.
- 4.03 Economic Self-Sufficiency Program. Is any program designed to encourage, assist, train, or facilitate the economic independence of participants and their families or to provide work for participants. These programs may include programs for job training, employment training, work placement, basic skills training, education, English proficiency, work fare, financial or household management, apprenticeship, and any program necessary to ready a participant to work (such as substance abuse or mental health treatment).
- 4.04 Effective Date of Participation. The requirement is effective for all nonexempt residents following execution of a lease. This requirement is effective October 1, 2000.
- 4.05. Administration of Community Service and Economic Self-sufficiency Program.
- A. Qualifying activities will be administered by an organization other than the Authority;
 - B. The Authority will give the family a written description of the service requirement, and of the process for claiming status as an exempt person and for Authority verification of such status. The Authority will notify the family of its determination identifying the family members who are subject to the service requirement, and the family members who are exempt persons;
 - C. Each resident subject to the community service requirement will be responsible for certifying to the Authority at the time of the annual review that they have met the requirement. At that time the Authority may ask for details and references by which they can confirm the number of hours and activities performed;
 - D. The Authority shall obtain verification of family compliance from such third (3rd) party;
 - E. The Authority will review family compliance with service requirements, and will verify such compliance annually at least thirty (30) days before the end of the twelve (12) month lease term;

12. PHA Community Service and Self-sufficiency Programs

C. Community Service Requirements

- F. At the time of signing or updating the lease, the Authority will determine all members of the household which are subject to or exempt from the community service and self-sufficiency requirement and approve the resident's planned activities to fulfill the requirement;
 - G. The Authority will retain in the participant's file records of community service participation or exemption; and
 - H. The Authority will comply with non-discrimination and equal opportunity requirements listed in Chapter One of these policies.
- 4.06. Assuring Resident Compliance.
- A. If the Authority determines that there is a family member who is required to fulfill a service requirement, but who has violated this family obligation (noncompliant resident), the Authority must notify the tenant of this determination.
 - B. The Authority notice to the tenant will:
 - 1. Briefly describe the noncompliance;
 - 2. State that the PHA will not renew the lease at the end of the twelve (12) month lease term unless:
 - a. The tenant, and any other noncompliant resident, enter into a written agreement with the Authority, in the form and manner required by the Authority, to cure such noncompliance, and in fact cure such noncompliance in accordance with such agreement; or
 - b. The family provides written assurance satisfactory to the Authority that the tenant or other noncompliant resident no longer resides in the unit.
 - 1. State that the tenant may request a grievance hearing on the Authority determination, in accordance with Chapter Seven of these policies, and that the tenant may exercise any available judicial remedy to seek timely redress for the Authority's nonrenewal of the lease because of such determination.
- 4.07. Tenant Agreement to Comply with Service Requirement. If the tenant or another family member has violated the service requirement, the Authority may not renew the lease upon expiration of the term unless:
- A. The tenant, and any other noncompliant resident, enter into a written agreement with the Authority, in the form and manner required by the

Authority, to cure such noncompliance by completing the additional hours of community service or economic self-sufficiency activity needed to make up the total number of hours required over the twelve (12) month term of the new lease, and

12. PHA Community Service and Self-sufficiency Programs

C. Community Service Requirements

- B. All other members of the family who are subject to the service requirement are currently complying with the service requirement or are no longer residing in the unit.
- 4.08. **Prohibition Against Replacement of Employees.** In implementing the community service requirement, community service will not be substituted for work ordinarily performed by public housing employees or replace a job at any location where community work requirements are performed.
- 4.09. **Third-party Coordinating.** Qualified organizations, including resident organizations, or agencies or institutions with a community mission, will be contracted to administer the community service and self-sufficiency so long as they comply with all civil right requirements including providing access to persons with disabilities.
- 4.10. **Family Violation of Service Requirement.** The lease shall specify that it shall be renewed automatically for all purposes, unless the family fails to comply with the service requirement. Violation of the service requirement is grounds for nonrenewal of the lease at the end of the twelve (12) month lease term, but not for termination of tenancy during the course of the twelve (12) month lease.

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments

Residents fearful for their safety and/or the safety of their children

Observed lower-level crime, vandalism and/or graffiti

People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime

Other (describe below)

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)

- 19-2 Waterman Gardens

19-3 9th Street - Medical Center

13. PHA Safety and Crime Prevention Measures

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)

- Computer Labs (Neighborhood Networks)

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

- 19-2 Waterman Gardens

19-3 9th Street - Medical Center

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

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

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

- 19-2 Waterman Gardens

19-3 9th Street - Medical Center

D. Additional information as required by PHDEP/PHDEP Plan

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

Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

Yes No: Has the PHA included the PHDEP Plan for FY 2005 in this PHA Plan?

Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. PET POLICY

[24 CFR Part 903.7 9 (n)]

Ownership Conditions. A resident of a dwelling unit in public housing may have one (1) or more common household pets present in the dwelling unit if the resident maintains each pet:

- A. Responsibly;
- B. In accordance with applicable California and local health, animal control, and animal anti-cruelty laws and regulations.

Neutered. All cats and dogs will be neutered upon reaching the age of reproductive maturity.

Additional Requirements. Pets kept on premises will be subject to the following requirements:

- A. Payment of a non-refundable nominal fee of twenty-five dollars (\$25) per pet;
- B. A refundable deposit of one hundred dollars (\$100) per pet to cover the cost of cleaning or fumigating the premises or repairing any damages caused by or in connection with the pet;
- C. Resident is liable for any cost in excess of nominal fee and deposit; and
- D. Pets must be inoculated in accordance with California and local laws.

Pet Restraint. All cats and dogs must be appropriately and effectively restrained and under the control of a responsible individual while on the common areas of the project.

Registration. Pet owners must register their pets with the Housing Authority (Authority) before it is brought onto the project premises, and must update the registration at least annually. The registration must include:

- A. A certificate signed by a licensed veterinarian stating that the pet has received all inoculations required by applicable State and local laws; and has been neutered in accordance with Sec. 9.01 of the Authority's Statement of Policies and Conditions Governing Admissions and Continued Occupancy;
- B. Information sufficient to identify the pet and to demonstrate that it is a common household pet;

Registration.

- C. The name, address, and phone number of one or more responsible parties who will care for the pet if the pet owner dies, is incapacitated, or is otherwise unable to care for the pet; and
- D. A photograph of each pet to be kept in unit.

14. PET POLICY

Refusal to Register Pet. The Authority will refuse to register the pet if:

- A. The pet is not a common household pet;
- B. The keeping of the pet would violate any applicable house pet rule;
- C. The pet owner fails to provide complete pet registration information or fails annually to update the pet registration; or
- D. The Authority reasonably determines, based on the pet owner's habits and practices, that the pet owner will be unable to keep the pet in compliance with the pet rules and other lease obligations. The pet's temperament may be considered as a factor in determining the prospective pet owner's ability to comply with the pet rules and other lease obligations.

Notice. The pet rules shall require the project owner to notify the pet owner if the project owner refuses to register a pet. The notice shall state the basis for the action.

Limitations on the Number of Animals in a Unit Based on Unit Size. The number of pets will not exceed two (2) per household.

Prohibitions Against Dangerous Animals and Other Animals. No pet may be kept on the premises that has a known propensity for disturbing neighbors, is liable to cause personal injury to humans or other pets, or is liable to cause damage to the premises or grounds. Only domesticated animals as defined by California State law may be kept on the premises.

Size and Weight. No pet in excess of twenty (20) pounds may be kept on the premises. The height will be no greater than ten inches at the shoulder.

Responsibility of Tenant With Regard to Pet(s).

- A. Tenant shall not permit the pet to cause any damage, discomfort, annoyance, nuisance, or in any way inconvenience or cause complaints from any other tenant or neighbor;
- B. All animal waste from litter boxes or cages is to be picked up and disposed of in sealed plastic bags and placed in the appropriate garbage receptacle;
- C. Birds will be properly caged; and
- D. No pet may be kept for the purpose of commercial breeding.

Removal of Pet. Any pet that disturbs the peace and quiet of other tenants or neighbors through noise (barking, etc.) odors, animal waste, biting, scratching, aggressive or inappropriate behavior, or other nuisance must be removed from the premises.

14. PET POLICY

Notice of Pet Rule Violation. If the Authority determines on the basis of objective facts, supported by written statements, that a pet owner has violated a rule governing the owning or keeping of pets, the Authority may serve a written notice of pet rule violation on the pet owner. The notice of pet rule violation must:

- A. Contain a brief statement of the factual basis for the determination and the pet rule or rules alleged to be violated;
- B. State that the pet owner has ten (10) days from the effective date of service of the notice to correct the violation (including removal of the pet) or to make a written request for a meeting to discuss the violation;
- C. State that the pet owner is entitled to be accompanied by another person of his or her choice at the meeting; and
- D. State that the pet owner's failure to correct the violation, to request a meeting, or to appear at a requested meeting may result in initiation of procedures to terminate the pet owner's tenancy.

Pet Rule Violation Meeting. If the pet owner makes a timely request for a meeting to discuss an alleged pet rule violation, the Authority will establish a mutually agreeable time and place for the meeting but no later than fifteen (15) days from the effective date of service of the notice of pet rule violation (unless the Authority agrees to a later date). At the pet rule violation meeting, the pet owner and Authority shall discuss any alleged pet rule violation and attempt to correct it. The Authority may, as a result of the meeting, give the pet owner additional time to correct the violation.

Notice for Pet Removal If the pet owner and Authority are unable to resolve the pet rule violation at the pet rule violation meeting, or if the Authority determines that the pet owner has failed to correct the pet rule violation within any additional time provided for this purpose, the Authority will serve a written notice on the pet owner requiring the pet owner to remove the pet. The notice will:

- A. Contain a brief statement of the factual basis for the determination and the pet rule or rules that have been violated;
- B. State that the pet owner must remove the pet within ten (10) days of the effective date of service of the notice of pet removal (or the meeting, if notice is served at the meeting); and
- C. State that failure to remove the pet may result in initiation of procedures to terminate the pet owner's tenancy.

14. PET POLICY

Protection of the Pet.

- A. If the health or safety of a pet is threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet, the Authority may contact the responsible party or parties listed in the pet registration required under Sec. 9.04 of the Authority's Statement of Policies and Conditions Governing Admissions and Continued Occupancy;
- B. If the responsible party or parties are unwilling or unable to care for the pet, or the Authority, despite reasonable efforts, has been unable to contact the responsible party or parties, the Authority may contact the appropriate California or local authority (or designated agent of such an authority) and request the removal of the pet;
- C. If there is no State or local authority (or designated agent of such an authority) authorized to remove a pet under these circumstances the Authority may enter the pet owner's unit, as provided in Sec. 5.31 of the Authority's Statement of Policies and Conditions Governing Admissions and Continued Occupancy to remove the pet, and place the pet in a facility that will provide care and shelter until the pet owner or a representative of the pet owner is able to assume responsibility for the pet, but not longer than thirty (30) days.
- D. The cost of the animal care facility provided under this section shall be borne by the pet owner. If the pet owner (or the pet owner's estate) is unable or unwilling to pay, the cost of the animal care facility may be paid from the deposit.

Initiation of Procedures to Remove a Pet or Terminate the Pet Owner's Tenancy. The Authority may not initiate procedures to terminate a pet owner's tenancy based on a pet rule violation, unless:

- A. The pet owner has failed to remove the pet or correct a pet rule violation within the applicable time period specified in this section (including any additional time permitted by the Authority); and
- B. The pet rule violation is sufficient to begin procedures to terminate the pet owner's tenancy under the terms of the lease and applicable regulations.

Grounds For Termination of Lease. Failure to remove an unregistered pet from premises will be grounds for termination of lease in accordance with Sections 5.20–.23 of the Authority's Statement of Policies and Conditions Governing Admissions and Continued Occupancy.

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)
 - The PHA proposes to use any portion of its CFP funds to repay debt incurred to finance capital improvements.
3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board (RAB)?

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

Provided below:

- There are no swings in the playground at Myrtle and Union.

The water does not drain properly at Wilson & Maple and at Wilson & 9th.

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

Considered comments, but determined that no changes to the PHA Plan were necessary.

The PHA changed portions of the PHA Plan in response to comments

List changes below:

Other: (list below)

- Swings will be installed at the playground at Maple and Union. The site manager will monitor the situation. If the situation deteriorates, the RAB will be asked if they want to upgrade the equipment or remove it.

The City of San Bernardino will be petitioned to repair the street/gutter drainage at Wilson & Maple and at Wilson & 9th because the city is liable. The city had previously refused to allow the PHA to make the repairs.

18. Other Information

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

Method of Selection:

Appointment

The term of appointment is (include the date term expires): 7/1/2008

- Appointees are chosen from adult recipients of PHA assistance
- One appointee must be 62 years of age or older

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)

18. Other Information

C. Statement of Consistency with the Consolidated Plan

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

Consolidated Plan jurisdiction: County of San Bernardino

- a. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Other: (list below)

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

Consolidated Plan jurisdiction: City of San Bernardino

- a. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Other: (list below)

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

18. Other Information

C. Statement of Consistency with the Consolidated Plan

Consolidated Plan jurisdiction: City of Fontana

- a. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Other: (list below)

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

Consolidated Plan jurisdiction: City of Ontario

- a. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Other: (list below)

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

18. Other Information

C. Statement of Consistency with the Consolidated Plan

Consolidated Plan jurisdiction: City of Chino

- a. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Other: (list below)

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

Consolidated Plan jurisdiction: City of Rancho Cucamonga

- a. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Other: (list below)

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

18. Other Information

C. Statement of Consistency with the Consolidated Plan

Consolidated Plan jurisdiction: City of Victorville

- a. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Other: (list below)

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

Consolidated Plan jurisdiction: City of Rialto

- a. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Other: (list below)

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

18. Other Information

C. Statement of Consistency with the Consolidated Plan

Consolidated Plan jurisdiction: City of Hesperia

- a. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Other: (list below)

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

Consolidated Plan jurisdiction: Town of Apple Valley

- a. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Other: (list below)

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

D. Other Information Required by HUD

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

Attachments

A. Admissions Policy for Deconcentration

CHAPTER TWO - TENANT SELECTION AND ASSIGNMENT PLAN

- 2.0. *Statement of Admission Policies.* The Authority's admission policies are designed:
- A. In accordance with the Authority's Annual Plan, to attain, to the maximum extent feasible, a tenant body in each complex that is composed of families with a broad range of incomes and to avoid concentrations of families who are the most economically deprived or with serious social problems;
 - B. To preclude admission of applicants whose habits and practices reasonably may be expected to have a detrimental effect on the residents or the environment of the complex;
 - C. To give a preference in selection of tenants to applicants who qualify for a local preference, in accordance with the Authority's welfare-to-work programs; and
 - D. To establish objective and reasonable policies for selection by the Authority among otherwise eligible applicants.
- 2.01. *Basic Targeting Requirement.* Not less than forty percent (40%) of the families admitted to a Authority's public housing program during the Authority's fiscal year from the Authority's waiting list shall be extremely low income families; a family whose annual income does not exceed thirty percent (30%) of the median income for the area, as determined by HUD, with adjustments for smaller and larger families. Other admissions must be at or below eighty percent (80%) of the County's median income.
- 2.02. *Deconcentration.* The Authority will not concentrate extremely low-income families in certain public housing complexes.
- 2.03. *Mixed Incomes.* The Authority will attempt to create a resident body in each complex that is composed of families with a broad range of income.
- 2.04. *Flexibility.* A dwelling unit will not be allowed to remain vacant for the purpose of awaiting application by a family falling within the appropriate range.
- 2.05. *Families with Serious Social Problems.* The Authority will avoid concentration of families with serious social problems.

- 2.06. *Tenant Files.* The Authority will keep a copy of each tenant's application for admission to public housing in the tenant's file. Any other occupancy information the Authority collects will be retained for at least three (3) years or until audited by HUD, whichever occurs later. This would include data on current applicants and tenants, and applications from people who were never admitted.
- 2.07. *Documentation.* The Authority will document its determination that an applicant is eligible and meets the Authority's admission standards. The Authority will also document its determination that an applicant is ineligible, does not meet its admission standards, or will be dropped from the waiting list for any other reason.

The Authority will maintain a record of the dwelling units offered to an applicant, including the location, date, and circumstances of each offer and each rejection or acceptance. If the applicant rejected the unit, the Authority will note the reason for the rejection.

- 2.08. *Screening and Eviction.* The Authority may deny assistance to a family when there is information that the applicant is likely to interfere with other tenants in such a manner as to diminish their enjoyment of the premises by adversely affecting their health, safety or welfare or to affect adversely the physical environment or the financial stability of the complex if the applicant were admitted to the complex.
- 2.09. *Relevant Information.* The Authority will consider the following habits or practices when determining whether to preclude admission of applicants whose habits and practices reasonably may be expected to have a detrimental effect on the residents or the environment of the complex.
- A. An applicant's past performance in meeting financial obligations, especially rent;
 - B. A record of disturbance of neighbors, destruction of property, living or housekeeping habits at prior residences which may adversely affect the health, safety or welfare of other tenants; and
 - C. A history of criminal activity involving crimes of physical violence to persons or property and other criminal acts which would adversely affect the health, safety or welfare of other tenants.

- 2.10. *Mitigating Circumstances.* In the event of the receipt of unfavorable information with respect to an applicant, consideration shall be given to the time, nature, and extent of the applicant's conduct and to factors which might indicate a reasonable probability of favorable future conduct or financial prospects. For example:
- A. Evidence of rehabilitation;
 - B. Evidence of the applicant family's participation in or willingness to participate in social service or other appropriate counseling service programs and the availability of such programs; and
 - C. Evidence of the applicant family's willingness to attempt to increase family income and the availability of training or employment programs in the locality.
- 2.11. *Drug-related Criminal Activity.* Persons evicted from public housing, Indian housing, Section 23, or any Section 8 program because of drug-related criminal activity are ineligible for admission to public housing for a three (3) year period beginning on the date of such eviction.
- 2.12. *Waiver of Prohibition.* The Authority can waive this requirement if:
- A. The person demonstrates successful completion of a rehabilitation program approved by the Authority; or
 - B. The circumstances leading to the eviction no longer exist. For example, the individual involved in drugs is no longer in the household because the person is incarcerated.
- 2.13. *Use of a Controlled Substance.* The Authority will not provide housing assistance to any person who the Authority determines is illegally using a controlled substance, or where there is reasonable cause to believe that the person abuses alcohol in a way that may interfere with the health, safety, or right to peaceful enjoyment of the premises by other residents.
- 2.14. *Abuse of Alcohol.* The Authority will not provide assistance to any person where the Authority determines that there is reasonable cause to believe that the person's pattern of illegal use of a controlled substance or pattern of abuse of alcohol may interfere with the health, safety, or right to peaceful enjoyment of the premises by other residents.

- 2.15. *Waiver.* The Authority may waive policies prohibiting admission in these circumstances if the person demonstrates to the Authority's satisfaction that the person is no longer engaging in illegal use of a controlled substance or abuse of alcohol and:
- A. Has successfully completed a supervised drug or alcohol rehabilitation program;
 - B. Has otherwise been rehabilitated successfully; or
 - C. Is participating in a supervised drug or alcohol rehabilitation program.
- 2.16. *Screening.* All applicants and members of the household above the age of eighteen (18) years will be screened through local law enforcement agencies to determine if they have a record of criminal activity that would make them ineligible for housing assistance.
- 2.17. *Screening of Juveniles.* Information relayed to the Authority from local law enforcement that a juvenile member of the household is engaged in illegal use of a controlled substance or has committed violent crimes within the past three (3) years will be grounds for denial of benefits.
- 2.18. *Fingerprinting.* All applicants and members of the household, and any resident that the Authority has reasonable suspicion might be ineligible for housing assistance because of criminal activity may be fingerprinted. The fingerprinting will be done on cards provided by the Authority. The cost of receiving background information from the fingerprints will be borne by the Authority.
- 2.19. *Criminal Background Check Procedures.* The following procedures will be followed in doing a criminal background check on residents and applicants:
- A. Do a name, date of birth, and social security number check through local law enforcement which has access to limited information from the National Crime Information Center (NCIC) Interstate Identification Index;
 - B. When a name comes back as a probable, submit an applicant fingerprint card through the channeling agent to the FBI in order to obtain the full content of a criminal history record. The FBI's processing fee will be paid by the Authority.
- 2.20. *Channeling Agent.* The Authority's channeling agent is:
U.S. Investigations Services, Inc.
1137 Branchton Road
Post Office Box 26
Annandale, Pennsylvania 16018-0026

(412) 794-4498

- 2.21. *Originating Agency Identifier (ORI) number:* CAD00039Q, HSING AURTY,
SAN BERNARDINO, CA
- 2.22. *Criminal Background Checks on Residents.* The Authority will establish relationships with local police departments so that information will be provided to the Authority on a timely basis of all calls for service to Authority addresses and arrests of Authority residents. Fingerprinting and submission to the NCIC will be performed on residents who the Authority has reasonable information that they are engaging in activity that would make them ineligible for housing assistance.
- 2.23. *Denied for Life.* An applicant will be permanently denied public housing from the Authority if:
- A. Any family member who will be on the lease has been convicted of manufacturing or producing methamphetamine (speed) in a public housing development or in a Section 8 assisted property; or
 - B. Any family member has a lifetime registration under a state Sex Offender Registration program.
- 2.24. *Citizenship and Eligible Immigration Status.* Housing assistance is restricted to:
- A. Citizens; or
 - B. Noncitizens who have eligible immigration status under one of the categories set forth in Section 214 (see 42 U.S.C. 1436a).
- 2.25. *Submission of Evidence of Citizenship, or Eligible Immigration Status.*
- A. For U.S. citizens or U.S. nationals, the evidence consists of a signed declaration of U.S. or U.S. nationality.
 - B. No assistance will be provided until at least the eligibility of one family member has been established, and assistance must be prorated based on the percentage of family members for whom eligibility has been affirmatively established.
 - C. Continued financial assistance provided to an eligible mixed family after November 29, 1996 will be prorated based on the percentage of family members that are eligible for assistance (see attached worksheet). An eligible mixed family is a family containing members with eligible immigration status, as well as members without such status, and that meets the criteria for eligibility for continued assistance as described in 42

U.S.C. 1436a.

- D. Financial assistance will be suspended to a family upon determining that the family has knowingly permitted an ineligible individual to reside on a permanent basis in the family's unit. The suspension shall be for a period of at least twenty-four (24) months. This provision does not apply if the ineligible individual has already been considered in calculating any proration of assistance for the family.
- E. The Authority will not require individuals who declare themselves to be U.S. citizens to verify the declaration.
- F. For noncitizens who are sixty-two (62) years of age or older or who will be sixty-two 62 years of age or older and receiving assistance under a Section 214 covered program on September 30, 1996 or applying for assistance on or after that date, the evidence of citizenship or eligible immigration status will consist of:
 - 1. A signed declaration of eligible immigration status; and
 - 2. Proof of age document.
- G. For all other noncitizens, the evidence consists of:
 - 1. A signed declaration of eligible immigration status;
 - 2. The original of a document designated by INS as acceptable evidence of immigration status; and
 - 3. A signed verification consent form.
- H. For each family member who contends that he or she is a U.S. citizen or a noncitizen with eligible immigration status, the family must submit a written declaration, signed under penalty of perjury, by which the family member declares whether he or she is a U.S. citizen or a noncitizen with eligible immigration status.
 - 1. For each adult, the declaration must be signed by the adult; and
 - 2. For each child, the declaration must be signed by an adult residing in the assisted dwelling unit who is responsible for the child.
- I. An individual has a maximum period of thirty (30) days, starting from the date of receipt of the notice of denial or termination of assistance, to request a fair hearing. Assistance already being provided to a tenant may not be delayed, denied, reduced or terminated until completion of the fair hearing.
- J. Verification of status must commence no later than the annual review.

- K. Generally, the Housing Authority will not provide assistance to a family before verification. However, in certain instances (see 24 U.S.C. 5.14) assistance will be provided if verification was timely submitted or the family member has moved from the assisted dwelling unit.

2.26. *Management Points.* The Authority is divided into seven (6) management points including:

- A. Barstow, Victorville, Apple Valley, Adelanto, Hesperia

421 South 7th Street
Barstow, CA 92311
(760) 256-8814

- B. City of San Bernardino
1738 West 9th Street
San Bernardino, CA 92411
(909) 885-6915

- C. Highland, Redlands, Yucaipa, 29 Palms, Yucca Valley, and Joshua Tree

131 East Lugonia
Redlands, CA 92374
(909) 798-3332

- D. Bloomington, Chino, Montclair, Ontario, and Rancho Cucamonga

13088 Monte Vista
Chino, CA 91710
(909) 628-3413

- E. Waterman Gardens, City of San Bernardino

402 Adler St.
San Bernardino, CA 92410
(909) 885-1593

- F. Colton, Highland, Rialto, Fontana, Loma Linda, City of San Bernardino

772 Pine Street
Colton, CA 92324
(909) 824-8277

- 2.27. *Separate Applications.* Applicants will be responsible for completing pre-application forms for each of the waiting lists that they want to be considered.
- 2.28. *Assisting Applicants.* Managers will make available to each applicant the approximate length of the waiting list and the approximate number of units at that management point. Managers will assist applicants in completing the application. Applicants will be informed about other assisted housing opportunities provided by the Authority. A manager may provide interested applicants with a pre-application form and forward that form to the other management point(s).
- 2.29. *Visually and Hearing Impaired.* Where possible, materials for sight-impaired and hearing-impaired persons will be provided.
- 2.30. *Pre-Application Required Information.*

The written pre-application will request the following information:

- A. The name of the head of household;
 - B. The head of household's social security number, address and a telephone number;
 - C. Date of birth;
 - D. Household yearly income (Sec. 3.01);
 - E. The composition of the household including number of adults, children, and seniors;
 - F. Pets, type and size of pets; and
 - G. Interest in being placed on a site-based waiting list.
- 2.31. *Certifications.* A pre-applicant will be required to sign certifications that they are aware of the Authority's policy regarding:
- A. Citizenship or Legal Immigration Status;
 - B. Drug-related activity or violent crimes;
 - C. Criminal background checks;
 - D. References;

- E. Verification;
 - F. Providing false or misleading information; and
 - G. Reasonable accommodations and modification.
- 2.32. *Disbursement of Pre-applications.* All pre-applications will be dated and stamped at the time of their disbursement.
- 2.33. *Prioritization of Applicants.* Applicants will be placed in order of the date and time of the applicants request of their pre-applications.
- 2.34. *Selection.* Applicants will be selected in order of time and date of acceptance of their pre-application except for local preferences based on local housing needs and priorities, as determined by the Authority using generally accepted data sources, including waiting list and any information obtained during public comment on the Authority’s Annual Plan and under the requirements applicable to the Consolidated Plan.
- 2.35. *Local Preference.*

Applicants will be given a preference on the waiting list in the following order:

A. Veterans Preference

- A. preference will be given to veterans or surviving spouses of veterans and active military personnel.
- B. Welfare to Work Participant

A limited number of applicants will be given priority if they are accepted into the Authority’s welfare-to-work “Advantage” program.

- C. Family, Elderly, and Disabled/Handicapped (Sec. 2.47)
- D. Residency Preference

Families who reside in San Bernardino County, a specified “residency preference area,” will be given a preference in order to respond to local needs and priorities of the need for assisted housing in San Bernardino County. Applicants who are working or who have been notified that they are hired to work in the San Bernardino County area will be treated as residents of San Bernardino County. The residency preference is not based on how long the applicant has resided in or worked in San Bernardino

County.

This residency preference will be implemented in accordance with applicable nondiscrimination and equal opportunity requirements listed in Chapter One: General Policies of the Authority's Conventional Statement of Policies. The use of this residency preference may not have the "purpose or effect" of delaying or otherwise denying admission to a complex or unit based on the race, color, ethnic origin, gender, religion, disability or age of any member of an applicant family.

E. Income Preference

In accordance with the Authority's Annual Plan, to attain, to the maximum extent feasible, a tenant body in each complex that is composed of families with a broad range of incomes and to avoid concentrations of families who are the most economically deprived or with serious social problems, the Authority may select an applicant that will promote the Authority's deconcentration efforts (Sec. 2.02).

- 2.36. *Prohibition Against Income Preference.* No applicant will be given a preference purely based on higher income over applicants of lower income to occupy a unit unless the Authority has determined that the complex has a concentration of income types or families.
- 2.37. *Mixed Income.* The Authority will skip a family on the waiting list to reach another family to implement deconcentration as described above (Sec. 2.02-.03). If applicants are to be placed ahead of another for reasons of income or social problems, managers will notify the Authority of this condition and demonstrate that the site presently exceeds a specific income limit or has multiple families with social problems.
- 2.38. *Federally Declared Disasters.* The Authority may use its available public housing units to assist either displaced public housing residents, voucher participants, or other disaster victims who are non-participants. Families of federally declared disasters will receive preference over other waiting list placeholders.
- 2.39. *Open Waiting List.* If the waiting list is open, the Authority must accept a pre-application from a person or family that wants to apply, even if an informal discussion indicates that the applicant may not be eligible.
- 2.40. *Closed Waiting List.* If the waiting list is closed the Authority does not have to accept pre-applications from an applicant who upon initial discussions it is determined may not be eligible for the reasons contained in the policy statement.
- 2.41. *Application.* When a pre-applicant reaches a position on the waiting list where they are likely to be offered a unit within the next two (2) months, they will be

asked to come into the appropriate management point office and complete a full application.

2.42. *Required Information for Application.* All applicants for assisted housing will provide the following information:

A. Household Information

The name of the head of household, address, length of time at that address, phone number and an emergency contact number; names of adult members of household above the age of eighteen (18) years, relationship to head of household, social security numbers of members of household; name of children, relationship to head of household, social security numbers of children in household above the age of six (6).

B. Pets

Number, type, and weight of pets, record of shots, license tag, and separate pictures of pets to be housed in unit.

C. Request for Reasonable Accommodations and/or Modification

All applicants will be informed of Authority policy regarding reasonable accommodations and reasonable modifications and offered request forms for Reasonable Accommodation and Reasonable Modification.

D. Income

An estimate of the household's income for the next twelve (12) months based on the past two (2) months income, and the sources of that income.

E. Temporary Assistance to Needy Families (TANF)

Amount of household income derived from Temporary Assistance to Needy Families (TANF) income, months left of lifetime TANF benefits, and name of case manager(s).

F. References

Previous last four (4) landlords or place of residence during the previous three (3) years.

2.43. *Required Documentation.* Applicants will be required to provide copies of documentation that verifies information contained in application including social security cards, bank and tax records, birth certificates and immigration status. If

the applicant is claiming a non-custodial child as a member of the household, a court decree detailing visitation rights must be provided.

- 2.44. *Privacy Act Notice.* All applicants and members of the household over the age of eighteen (18) years will be required to sign “Authorization for the Release of Information/Privacy Act Notice,” HUD-9886.
- 2.45. *Procedures for Verifying Information.* The Housing Authority will verify information provided by applicants by contacting the appropriate agencies, credit and other references, independent credit bureau checks, and through local and national law enforcement resources.
- 2.46. *Income Limits.* Income limits are determined by HUD. No deductions are permitted in determining the applicant family's eligibility. A family may not be admitted to a public housing program from another assisted housing program (e.g., Section 8 Existing) or from a public housing program operated by another Housing Authority without meeting the income limit restrictions applicable to the Authority.

The income limit restrictions do not apply to a family which needs or wants to transfer to another dwelling unit within the public housing program at a particular Authority. The income limit restrictions do not apply to someone already in the program who has to enter into a new lease.

- 2.47. *Lead-based Paint.* The Authority will notify all applicants with children under age seven (7) of the dangers of lead-based paint poisoning and whether blood lead level screening is available for those children. If blood lead level screening is available, the applicant must be advised to notify the Authority if any of the applicant's children under seven (7) years who are tested has an elevated blood lead level.
- 2.48. *Composition of Applicant Household.* Only applicants who constitute a family can become public housing tenants. The Authority will determine whether an applicant is a family based on the following factors:

A. Family

Family includes but is not limited to:

1. A family with or without children (the temporary absence of a child from the home due to placement in foster care shall not be considered in determining family composition and family size);
2. An elderly family;
3. A near-elderly family;
4. A disabled family;

5. A displaced family;
6. The remaining member of a tenant family; and
7. A single person who is not an elderly or displaced person, or a person with disabilities, or the remaining member of a tenant family.

B. Non-custodial Parent

A parent who can demonstrate a financial obligation to a child. An example of a financial obligation could be a divorce decree or a TANF grant based on all persons and all incomes. If an applicant claiming a child as a family member does not have full custody of the child, or if the child lives only part of the time with the applicant, the Authority will make a determination whether to count the child as part of the applicant's family based on the amount of time the child spends with the applicant.

If the child does not currently reside with the applicant, the Authority will consider the child to be part of the applicant's family if there is evidence that the child would reside with the applicant if the applicant was provided housing assistance. The same child cannot be counted more than once (i.e., to make two (2) single applicants each qualify as a "family"). If the child is determined to be part of the family, the child is a full family member and has the same status in determining income and deductions that any other child would have.

C. Foster Children

Households are permitted to have foster children live with them if the Authority determines that it will not result in overcrowding. The Authority will consider foster children in determining that a single applicant constitutes a family.

D. Elderly Family

A family whose head, spouse, or sole member is a person who is at least sixty-two (62) years of age. It may include two or more persons who are at least sixty-two (62) years of age living together, or one (1) or more persons who are at least sixty-two (62) years of age living with one (1) or more live-in aides.

E. Disabled Family

A disabled family means a family whose head, spouse, or sole member is a person with disabilities. It may include two (2) or more persons with disabilities living together, or one (1) or more persons with disabilities

living with one (1) or more live-in aides.

F. A Displaced Family

A displaced family means a family in which each member, or whose sole member, is a person displaced by governmental action, or a person whose dwelling has been extensively damaged or destroyed as a result of a disaster declared or otherwise formally recognized pursuant to Federal disaster relief laws.

G. Remaining Member of a Tenant Family

A family member left in a unit after breakup of the family, death of head of household, or remaining members of a tenant family when a member of the household has been evicted for illegal activity.

H. Single Person

Not an elderly or displaced person, or a person with disabilities, or the remaining member of a tenant family.

I. Care Attendants

When necessary, a household may have care attendants live with them in public housing. The Authority should consider a person to be a care attendant only if the person is determined by the Authority to be essential to the care and well being of a family member; is not obligated to support the family member; and would not be living in the unit except to provide the supportive services. A care attendant will not be listed on the lease and could not become a remaining family member for continued occupancy purposes. The income of a care attendant will not be counted in determining the family's income.

2.49. *Applicant Orientation.* When an applicant comes to the top of the waiting list and is notified that the individual or family has qualified for public housing, the applicant and their family will be given a personal orientation that will include:

- A. Description of the public housing program and its requirements and specific information on the distribution of units by number of bedrooms;
- B. Description of choice of rent options (Sec. 3.06);
- C. Orientation and the opportunity to participate in Welfare-to-Work programs, training, and supportive services available from and through the Authority;

- D. How to apply for this assistance and supportive services;
 - E. Information about housing authority rules; and
 - F. Basis for eviction including “one strike” provisions.
- 2.50. *Notification to Applicants.* The Authority will promptly notify any applicant determined to be ineligible for admission to a complex of the basis for such determination, and must provide the applicant upon request, within a reasonable time after the determination is made, with an opportunity for an informal hearing on such determination.

When a determination has been made that an applicant is eligible and satisfies all requirements for admission, including the tenant selection criteria, the applicant will be notified of the approximate date of occupancy insofar as that date can be reasonably determined.

- 2.51. *Assignment Plan.* In assigning families to public housing, the Authority will assign two (2) persons to a bedroom except single parents shall have their own bedroom.

2.52. *Occupancy Standards.* To avoid overcrowding and to assist as many families as possible, units shall be issued in accordance with the following occupancy standards:

- A. No more than two (2) persons regardless of sex or age would be required to occupy a bedroom;
- B. Husband and wife share the same bedroom; and
- C. A live-in care attendant who is not a member of the family should not be required to share a bedroom with another member of the household.

2.53. *Range of Persons per Bedroom:*

<u>Number of Bedrooms</u>	<u>Number of Persons</u>	
	<u>Minimum</u>	<u>Maximum</u>
0	1	2
1	1	2
2	2	4
3	4	6
4	6	8
5	8	10

2.54. *Choice of Unit.* Authority will assign bedroom size at time of application. Families may request a larger unit with medical verification that additional bedrooms are required. Smaller units may be requested at the time of application.

2.55. *Determining Unit Size.* All children anticipated to reside in a dwelling unit will be included, as members of the household including children expected to be born to a resident, children who are in the process of being adopted by a resident, or children whose custody is being obtained by a resident. Children temporarily absent from the home due to placement in foster care will also be included in computing family composition and family size.

2.56. *Waiver.* If a determination is made in accordance with Sec. 1.14 that reasonable accommodation should be granted for a physical or mental handicap of a household member or a person associated with that household, a unit that is larger than the unit size suggested by the guidelines in Sec. 2.53 may be provided.

2.57. *Accessible or Barrier-free Units.* Families may request to be placed on a waiting list for units specially designed for persons with handicaps. When an accessible unit becomes available, the unit shall be offered to:

- A. A current conventional program resident who has disabilities requiring the accessibility features and who is living in a non-accessible unit;
- B. An eligible qualified applicant on the waiting list having disabilities requiring an accessible unit. A disabled applicant has the right to reject a unit that does not meet his/her accessibility needs without having the rejection counted against him/her. A separate bedroom can be provided for live-in attendance with proper medical verification; or
- C. An applicant not having disabilities requiring the accessibility features. In this case the applicant must agree to move to a non-accessible unit when one becomes available, should an individual or family needing such accessible features apply and become eligible for admission to the program. Such requirement shall be incorporated into the lease by amendment.

2.58. *Organization of The Waiting List:* The waiting list will be organized in the following manner:

- A. Income in order to meet the requirements of deconcentration (Sec. 2.02);
- B. Local preferences; and
- C. Date of application.

2.59. *Effect of Refusal to Accept a Unit.* An applicant who refuses to accept a unit will be placed at the bottom of the waiting list.

2.60. *Request for Transfer.* The Authority can grant a resident a priority status on the waiting list for a unit for the following reasons:

- A. Resident(s) is a witness to a crime and may face reprisals;
- B. Increase or decrease in family composition in order to meet the requirements of Sec. 2.52;
- C. To alleviate verified medical problems of a serious nature or accommodate a disabled family member that requires a unit with accessible features;
- D. In order to gain or maintain employment of a household member; or
- E. In order to further education to become self-sufficient.

B. Organization Chart

