

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

PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009

Annual Plan for Fiscal Year **2006**

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

PHA Plan Agency Identification

PHA Name: Paterson Housing Authority

PHA Number: NJ021

PHA Fiscal Year Beginning: April 1, 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 2005 - 2009

[24 CFR Part 903.5]

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

- The PHA's mission is:
 - Providing housing opportunities for Paterson residents eligible for public housing or for Section 8 housing choice vouchers that is decent, safe, sanitary and affordable.
 - Providing economic uplift opportunities for its family housing residents who are unemployed or underemployed by providing appropriate training, and exploring job opportunities with and for residents.
 - Promoting homeownership through the HOPE VI, Section 8, and other programs.
 - Working with other entities in the creation of mixed income finance developments to provide new or rehabilitated housing.
 - Empowering its residents, in concert with HUD's programs and initiatives.
 - Preserve and expand the supply of good quality housing units.
 - Link housing with essential supportive housing services.
 - Promote racial and economic diversity.

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)
 - Using Project Based Section 8 to support additional housing.
 - Collaborate with community partners to develop transitional housing.

- PHA Goal: Improve the quality of assisted housing
Objectives:
 - Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: Develop an asset management system.

- 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: Establish site based waiting list for transitional housing residents.

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

- PHA Goal: Provide an improved living environment
Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - Implement public housing security improvements:
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - Other: Residents' participation in cleaning of public spaces at family developments.

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: Promote life skills development programs for public housing residents.
Provide homeownership counseling to residents of the PHA.

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

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

Other PHA Goals and Objectives:

1. Continue to work cooperatively with the Mayor's Office, Paterson Police Department and Passaic County Sheriff's Office to provide additional security Measures for all family developments.
 - Remote monitoring capabilities to monitor the security cameras centralized at all sites.
 - Maintain a police sub-station at the Alexander Hamilton Development.
 - Continue to encourage the development and use of Senior Resident Patrols.
2. PHA Goal: Improve the public perception of the Housing Authority as a public agency.
 - Continuing to interact positively with the community, organizations and the City Council.
 - Provide evening PBA security patrols for the six senior developments.
 - Continuing to work closely with all resident councils and to meet with all resident council presidents bi-monthly.
 - Working closely with the Mayor's Office and other city agencies.
3. PHA Goal: Build communication and partnerships with other public agencies for the benefit of the public housing population.
 - Continue to develop advocacy and support of the community, charitable organizations and governmental agencies for residents' benefit by implementing a public speaking program.
 - Motivate residents to improve their family circumstances according to their own individual abilities by offering a variety of enrichment programs.

- [x] Continuing the partnership with NJ Community Development Corporation in promoting the IDA Program.
- [x] Maintain newsletter circulation to include residents, community partners, and governmental agencies.
- 4. [x] Implement the 5 Year Affordable Housing Strategic Plan – to mirror the City of Paterson’s Redevelopment Plan.
- 5. [x] Develop informational workshops to improve business relationships with landlords, vendors, contractors, etc.

Annual PHA Plan
PHA Fiscal Year 20
[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.

Section 1: Five Year Plan

Section 2: Annual Plan

This Section includes the components required to be submitted by a standard performing housing authority. Please refer to the Table of Contents for the components included. Any required components that are not included in the submission are so indicated in the Table of Contents, along with the location of the applicable materials and the date submitted to HUD, if required. The Five Year and Annual Plan were available for public review from October 24 through December 7, 2005. An attendance sheet for the Public Hearing as well as the Minutes including resident/public comments, are available for review in the Housing Authority's file on the Annual Plan. The Board of Commissioners approved the Five Year Plan and Annual Plan on December 19, 2005 for submission to HUD on January 5, 2006. Questions or approval notification should be addressed to Irma Gorham, Executive Director of the Paterson Housing Authority.

Respectfully submitted,

Irma Gorham
Executive Director

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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Attachments

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

Required Attachments:

- Admissions Policy for De-concentration
- 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:

- PHA Management Organizational Chart
- FY 2006 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards
- Other (List below, providing each attachment name)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
x	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
x	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
x	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
x	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
x	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
x	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
x	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
x	Public Housing De-concentration and Income Mixing Documentation: 1. PHA board certifications of compliance with de-concentration 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 de-concentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
x	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
x	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
x	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
x	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
x	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
x	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
x	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
x	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
x	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
x	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
x	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing

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

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	11,342	5	5	3	2	3	2
Income >30% but <=50% of AMI	6,706	4	4	3	3	3	3
Income >50% but <80% of AMI	5,207	1	1	2	2	2	2
Elderly	4,460	4	3	3	4	2	4
Families with Disabilities	6,579	4	4	3	4	3	4
Race/Ethnicity Black	10,370	3	3	3	3	3	3
Race/Ethnicity White	4,304	3	3	3	3	3	3
Race/Ethnicity Hispanic	14,325	4	4	3	3	3	3
Race/Ethnicity All	30,629	3	4	3	3	3	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
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	839		
Extremely low income <=30% AMI	696	83%	
Very low income (>30% but <=50% AMI)	126	15%	
Low income (>50% but <80% AMI)	17	2%	
Families with children	159	19%	
Elderly families	347	49%	
Families with Disabilities	267	32%	
Race/ethnicity W/H	410	48.75%	
Race/ethnicity BNH	403	48%	
Race/ethnicity W/NH	24	35%	
Race/ethnicity Other	2	.25%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	634	76%	
2 BR	71	8%	
3 BR	119	14%	
4 BR	15	2%	

Housing Needs of Families on the Waiting List			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 60			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes-Fire victims, disaster victims			

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	186		
Extremely low income <=30% AMI	138	74%	
Very low income (>30% but <=50% AMI)	41	22%	
Low income (>50% but <80% AMI)	7	4%	
Families with children	179	96%	
Elderly families	0	49%	
Families with Disabilities	2	1%	
Race/ethnicity H	91	49%	
Race/ethnicity BNH	95	51%	

Housing Needs of Families on the Waiting List			
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	35	19%	
2 BR	39	21%	
3 BR	74	40%	
4 BR	19	10%	
5 BR	13	7%	
5+ BR	6	3%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 21			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Fire victims, disaster victims			

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: Implement the activities identified in the 5 Year Affordable Housing Strategic Plan.

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

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

Select all that apply

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

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available

- Other: Develop an affordable housing strategy that includes elderly housing Assistance.

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

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

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

- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: Availability of buildable land.

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2005 grants)		
a) Public Housing Operating Fund	5,746,860	
b) Public Housing Capital Fund	2,707,460	
c) HOPE VI Revitalization	-0-	
d) HOPE VI Demolition	-0-	
e) Annual Contributions for Section 8 Tenant-Based Assistance	9,552,490	
f) Resident Opportunity and Self-Sufficiency Grants	250,000	
g) HOPE VI Subsidy	368,430	
h) Housing Counseling	18,440	
Other Federal Grants (list below)		
Replacement Housing CFP (00-05)	863,200	
ROSS-Neighborhood Network	250,000	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
2002 ROSS Elderly Grant	58,490	
2004 CFP	1,003,870	
Replacement Housing (CFP)	5,581,920	
Operating Reserve (FYE 05)	6,215,380	
FSS Coordinator	48,000	
Non-Federal Sources (list below)		
A. CHC Grant (City)	25,000	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
3. Public Housing Dwelling Rental Income	3,766,400	Public Housing Operations
4. Other Income (list below)		
A. Section 8 Admin. Reserve	347,954	Public Housing Operations &] Supportive Services
B. Excess Utilities	87,210	Public Housing Operations
C. Late Charges	23,790	Public Housing Operations
D. Work Orders	47,000	Public Housing Operations
E. Laundry	18,500	Public Housing Operations
F. Interest	97,970	Public Housing Operations
G. Miscellaneous	36,100	Public Housing Operations
H. Rental Space Income	170,000	
TOTAL RESOURCES	37,284,460	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: When families submit application with proper documentation.

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: The Registry – Independent credit and criminal background checks.
SWICA (State Wage Information Collection Agency)
- c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

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

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

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

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

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

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

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

If yes, how many lists?

3. Yes No: May families be on more than one list simultaneously?

If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

- Homelessness
- High rent burden (rent is > 50 percent of income)
- Other preferences: (select below)
- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

Date and Time

Former Federal preferences:

- 1. Involuntary Displacement -
 - City of Paterson residents who are fire victims.
 - City of Paterson residents displaced by government action.
 - Federally declared public housing disaster victims residing in another jurisdiction.

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- 2. 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
- 3. Other preference(s):
 - Households whose head, spouse, or sole member is elderly or disabled person.
 - Everything being equal, the deciding factor will be the date and time of receiving the application.

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

- The PHA-resident lease
 The PHA's Admissions and (Continued) Occupancy policy
 PHA briefing seminars or written materials
 Other source: PHA website.

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

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

(6) Deconcentration and Income Mixing

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

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

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

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

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

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

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

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

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

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

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

B. Section 8

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

(1) Eligibility

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

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other: Registry – Independent credit and criminal background checks.
SWICA – State Wage Information

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)

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)

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

- PHA main administrative office
- Other (list below)

(3) Search Time

a. Yes No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

Difficulty in locating apartment due to tight housing market.

Hard to house families.

Family illness.

Lead abatement.

Other special circumstances, at the discretion of the Executive Director.

(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): Everything being equal, the deciding factor will be the date and time of receiving the application.

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

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)
- Date and time of application
- Drawing (lottery) or other random choice technique
5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)
- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan
6. Relationship of preferences to income targeting requirements: (select one)
- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)
- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)
- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
- Through published notices
- Other: Cable TV, Organizations, Newspapers, Newsletter

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

- For the earned income of a previously unemployed household member
 For increases in earned income
 Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
 Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
 For household heads
 For other family members
 For transportation expenses
 For the non-reimbursed medical expenses of non-disabled or non-elderly families
 Other (describe below)

e. Ceiling rents

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

- Yes for all developments
 Yes but only for some developments
 No

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

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

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: IRS Regulation based on median income.

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: Any time a family experiences an income decrease.

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: Fair Market Rents

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: Maximum lease up.

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA’s management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	1647	200
Section 8 Vouchers		
Section 8 Certificates	0	0
Section 8 Mod Rehab	0	0
Special Purpose Section 8 Certificates/Vouchers (list individually)	Fair Share Unification 75	
Public Housing Drug Elimination Program (PHDEP)	0	N/A
Other Federal Programs(list individually)	ROSS: Elderly, Family & Neighborhood Networks, FSS, Capital Fund Program Housing Counseling	

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:

Admissions & Continued Occupancy Policy

Lease

Grievance Policy

Blood Borne Disease Policy

Hazardous Materials

Natural Disaster Policy

Community Space Policy

Maintenance Repair Charge List

Preventive Maintenance Policy

Maintenance Training Policy

Public Housing HUD Handbook

A Data Directions computerized work order and inventory control book.

B Maintenance Manager's resource book.

C Night emergency crew procedures.

D Elevator Maintenance and PM contractor specs.

E Pest Control/Exterminator contractor specs.

(2) Section 8 Management:

A HQS Inspection Forms

B Section 8 Administrative Plan

C Section 8 Orientation Workshops

D Nan McKay Section 8 Management Handbook

E Nan McKay Owner's Handbook and Tenant Handbook

F Section 8 HUD Handbook

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

1. Yes No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

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

B. Section 8 Tenant-Based Assistance

1. Yes No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

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

- PHA main administrative office
- Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

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

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

- a. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)
- b. If yes to question a, select one:
 - The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name
 - or-
 - The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

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

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

- Yes No:
 - a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
 - b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)
 - 1. Development name: Christopher Columbus Development
 - 2. Development (project) number: NJ21-5
 - 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
 - c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:
 - 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: Alexander Hamilton Development
1b. Development (project) number: NJ21-3
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected: 498
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 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: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	
<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway	
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	

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

B. Section 8 Tenant Based Assistance

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- Yes No: Has the PHA 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? 3/17/03

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Evening Youth Program	150	Vol.	Division of Recreation	Public Housing
Summer Day Camps	400	Vol.	YMCA, CFCS, Boys/ Girls Club, Calvary Baptist Church	Public Housing
One Stop Career Center	A20	Vol.	WIB	Public Housing
GED Program	20	Vol.	School District	Both
Adult Day Care Program	25	Vol.	Catholic Family & Community Services	Public Housing
Homeownership Counseling	100	Vol.	PHA	Both
After School Program	85	Vol.	YMCA, PTF	Both
Family Counseling	500	Vol.	Catholic Family & Community Services	Public Housing
ROSS Elderly Exercise Program	75	Vol.	PHA/YMCA	Both
ROSS Elderly Computer Training	20	Vol.	PHA	Public Housing
Community Police Program	20	Vol.	HOPE VI Community Center	Public Housing, Section 8, HOPE VI Residents
Adult Exercise Program	60	Vol.	HOPE VI Community Center	Public Housing, Section 8, HOPE VI Residents
Adult Basketball	50	Vol.	HOPE VI Community Center	Public Housing, Section 8, HOPE VI Residents
ROSS Neighborhood Network	60	Vol.	PHA	Public Housing
ROSS Family	100	Vol.	PHA	Public Housing

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		0
Section 8		35

- 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: Encourage TANF Training sponsored by Passaic County Board of Social Services.

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

1. Describe the need for measures to ensure the safety of public housing residents

(select all that apply)

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

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?

NJ21-1 Riverside Terrace Development

NJ21-3 Alexander Hamilton Development

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

1. List the crime prevention activities the PHA has undertaken or plans to undertake:

(select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

2. Which developments are most affected?
 NJ21-1 Riverside Terrace Development
 NJ21-3 Alexander Hamilton Development
 NJ21-6-1 Nathan Barnert Homoes
 NJ21-7 Dr. Norman Cotton Homes
 NJ21-8 Rev. William Griffin Homes

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities:
 Assigned Community Relations Officers for PHA sites
 Leasing Mobile Units for Police Precincts
 On-Site Police Precinct at Riverside Terrace Development

3. Which developments are most affected?
 NJ21-1 Riverside Terrace Development
 NJ21-3 Alexander Hamilton Development
 NJ21-6-1 Nathan Barnert Homes
 NJ21-7 Dr. Norman Cotton Homes
 NJ21-8 Rev. William Griffin Homes

D. Additional information as required by PHDEP/PHDEP Plan

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

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

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
 - Not applicable
 - Private management
 - Development-based accounting
 - Comprehensive stock assessment
 - Other: (list below)

3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment D
- Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments
List changes below:
- Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: Approved by the Mayor, City Council and Governor.

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: In keeping with State Statute, the City Council, Mayor or Governor, will be responsible for replacing a commissioner.

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: City of Paterson

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
 - The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
 - The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
 - The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
 - Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
 - Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments:
 - Identify parcels of land for the development of affordable housing.
 - Ongoing consultation on identifying community needs and assisting in the development of a plan to address the needs.
 - Coordinate homeownership counseling for first-time Section 8 homebuyers in conjunction with IDA Program.
 - Partnership with the City in developing a 5 Year Strategic Affordable Housing Plan.

D. Other Information Required by HUD

Housing Authority of the City of Paterson GOALS

Attachment A:

#1. INCREASE THE AVAILABILITY OF DECENT, SAFE AND AFFORDABLE HOUSING

- A. The PHA has developed and begun to implement a 5 Year Affordable Housing Strategy which mirrors the City of Paterson's Redevelopment Plan.
- B. First Phase of Alexander Hamilton Revitalization mixed income development, off-site.

#2. IMPROVE THE QUALITY OF ASSISTED HOUSING

- A. Ongoing contact of staff with residents and resident activities through special programs.
- B. Distribution of a quarterly newsletter that updates residents on what is going on at the PHA.
- C. Ongoing modernization of public housing units at the Riverside Terrace Development and Alexander Hamilton Development.
- D. Ongoing staff training to improve work quality.

#3. IMPROVE COMMUNITY QUALITY OF LIFE AND ECONOMIC VITALITY

- A. Increased enforcement of screening and eviction for drug abuse and other criminal activity.
- B. Greater lease enforcement for habitual late payments, illegal tenants, and illegal appliances.

#4. INCREASE ASSISTED HOUSING CHOICES

- A. The PHA continues to offer housing choice voucher counseling sessions.
- B. The PHA, in partnership with NJ Community Development Corporation, is offering an IDA Program that allows residents to save for homeownership, education, or business.
- C. The PHA is a HUD approved Housing Counseling Agency and conducts pre-purchase homeownership counseling and has counseled 114 prospective homeowners.
- D. Hosted the 4th Annual First Time Homebuyers Fair.

- E. The PHA is a HUD approved Section 8 Homeownership Counseling Center and has provided individual counseling to 105 residents.

#5. PROMOTED SELF SUFFICIENCY AND ASSET DEVELOPMENT OF FAMILIES AND INDIVIDUALS

- A. Offered programs that promote self sufficiency opportunities.
- B. Partnered with the Paterson Health Department for a series of Health & Safety Workshops, and offered senior residents hypertension and glucose screenings.
- C. Offered a site GED training in cooperation with the Paterson School District.
- D. Contracted with Catholic Family & Community Services to provide family counseling and emergency services.
- E. Promote homeownership through counseling.
- F. Partnered with NJ Community Development Corporation IDA Program to promote savings for homeownership, small business, and/or educational growth.
- G. Explore benefits of the Move to Work Program in helping families move to work while continuing to offer affordable housing in an efficient and cost effective manner.

#6. IMPROVE THE SAFETY AND SECURITY OF PUBLIC HOUSING RESIDENTS

- A. Ongoing support of the tenant patrol at NJ21-7 Dr. Norman Cotton Homes, NJ21-8 Rev. William Griffin Homes and NJ21-9 Joseph Masiello Homes.
- B. Ongoing communication with the Passaic County Sheriff's Department and the Paterson Police Department to discuss criminal activity at the two family sites.
- C. Securing police arrest reports and drug test results to expedite the eviction of residents.
- D. In cooperation with the Mayor's Office and Paterson Police Department, set up police precinct at Alexander Hamilton Development.
- E. Maintain security gates on the roadways and parking lots at Alexander Hamilton Development to reduce vehicular traffic.
- F. Set up car surveillance cameras at all sites with a central monitoring system at PHA's Main Office.

#7. IMPROVE THE PUBLIC PERCEPTION OF THE HOUSING AUTHORITY AS A PUBLIC AGENCY

- A. Authority staff has built new partnerships with various organizations in the community.
- B. Partnership with NJ Community Development Corporation in the State of New Jersey Individual Development Account (IDA) Program.

- C. Resident Participation Training including all aspects of Resident Quality of Life and Management Issues.
- D. Partnership in a growing collaboration of public and private partners that collaborate on an array of services.

#8. BUILD COMMUNICATIONS AND PARTNERSHIPS WITH OTHER PUBLIC AGENCIES FOR THE BENEFIT OF THE PUBLIC HOUSING POPULATION

- A. The PHA's interaction with government agencies and community service providers has been increased significantly.
- B. Involvement with local law enforcement is on the rise.
- C. Close working relationship has been established with the Mayor's Office.
- D. Growing partnership with local finance institutions.

#9. YOUTH AND RECREATION PROGRAMS

- A. Conducted the Annual Teen Summit to address teenagers' concerns.
- B. After School Tutorial Program at the two family developments.
- C. Both off-site and on-site summer day camps provided for over 400 children.
- D. Partnership with PGA and Community Action Agency for a PHA Golf Program.
- E. GED Program is available on-site at the Alexander Hamilton Development.
- F. Computer Clubhouse is offered at the HOPE VI Community Center.
- G. Youth Services Bureau After School Program at the HOPE VI Community Center.

#10. ENERGY CONSERVATION

- A. Conduct educational workshops with residents.
- B. Lowering temperatures in buildings.
- C. Continue to be part of the energy consortium and monitor its effectiveness.
- D. Adhere to recommendations of the current PHA Energy Audit.

Attachment B:

**Resident Membership of the
PHA Governing Board**

Resident Name.

Erma L. Bonds

Appointing Official:

Paterson City Council

Term of Office:

February 1, 2005 – January 31, 2010

Attachment C:

Resident Advisory Board Members

Shirley Moore, NJ21-1 Riverside Terrace Development Resident Council
Barbara Jones

Margaret Rountree, NJ21-3 Alexander Hamilton Development Resident Council

Adolphus Ross, NJ21-6-1 Nathan Barnert Homes Resident Council

Cidron Madsen, NJ21-6-2 Dr. Andrew McBride Homes Resident Council

Earline Bolden, NJ21-7 Dr. Norman Cotton Homes Resident Council

Mae Munsinger, NJ21-8 Rev. William Griffin Homes Resident Council

Abraham Jimenez, NJ21-9 Joseph Masiello Homes Resident Council

Rosa Caraballo, NJ21-10 Gordon Canfield Plaza Resident Council

Tanisha Robinson, Section 8

Jose Rivera, Section 8

Elbita Perez, Section 8

Catalina Huntington, Section 8

Attachment D:

**Resident Advisory Board Comments
In Developing the PHA Plan**

**Resident Advisory Board Meeting #1 re Annual Plan
October 12, 1005 - 5:00 p.m.
60 Van Houten Street
Paterson, New Jersey 07505**

Topics:

**Uncollectible Tenant Accounts Policy
Flat Rent Policy
Payment Standards
Amendment to Local Preference-Public Housing & Section 8
Personal Check Policy
Check Stop Payment Policy
Amendment to HOPE VI Center Rental Policy
Asset Management-Discussion**

Meeting started at approximately 5:20 p.m. (A sign-in sheet was passed around)

Irma Gorham: This is the first meeting for the PHA Plan & Annual Plan. Have a number of items, want lots of feed back. We look for your input, most of you have been here before.

At this point attendees introduce themselves.

Henry Hinton NJ21-9 & Isabelle Hinton NJ21-9, Lorraine Burns NJ21-1, Barbara Jones NJ21-1, Managers and staff, Earline Bolden NJ21-7, Rosa Caraballo NJ21-10, Mae Munsinger NJ21-8, Erma L. Bonds NJ21-9.

Carol Gladis: This is part of our 5 Year Plan. Everything in the binder, in the book. Please read it and come back with questions. Annual Plan is the guide for the PHA. RAB made up of residents from public housing and Section 8 residents, all are invited. This is mandated by HUD. QHWRA of 1998 rules for grants and receiving of funds. We review the plan every year, we listen to you. We have a timetable, this is our first meeting. Next meeting on October 19 at 10 a.m., please plan to attend. We have a public hearing on Dec. 13, 2005 and will adopt it the Board Meeting on Dec. 19, 2005. Plan sent to HUD on January 5, 2006. PHA template, not too many changes this year. In the matter of financial, asset management, energy conservation-new things to consider. We will hear about them when Fred goes over CGP for physical improvements. Management improvements, we are pretty much the same as last year.

EBonds: What is a template?

CG: Mandatory form, we will fill it out and send it to HUD. Standard form from HUD, all housing authorities must do this. Publication on HUD website.

EBonds: Thank you.

CG: 1510 units excluding HOPE VI, 1647 with HOPE VI.

DJones: 1510. First policy—This policy is to finalize how we handle uncollectibles; rents and any other charges. Residents can understand what actions will be taken, outstanding debts, vacates. Make effort to collect funds. In policy #3, anything over \$5,000 will be take to court. #5, will not be accepted again if balance due. Written policy, managers have it easier to do. Any questions? Flat Rent Policy . . .

IGorham: Before next meeting, call Carol Gladis if you have any questions. Give your questions in writing.

EBonds: If you have a neighbor stating property is not reported to HA, how do you find out? What is looked into?

GMorrison: Yes, we look into it. We get calls and letters about this. Mortgage or similar will show up in background check, it shows. We report it as income. It is allowed to own a home. We do check, if not in public records nothing shows. We do not have a way of knowing.

WJohnson: Uncollectible? Do you use a collection agency or credit report?

DJ: Yes.

GMorrison: We try to get to that point.

IGorham: Attach salary, looking to get another agency to do this service for us.

DJones: Flat Rent-Establish rents for bedroom types. We pay 35%. In order to retain high income residents, offer flat rents. Income higher than 80%, over that limit you pay more. We start with that rent unless something happens to change circumstances. FMR as of 10/11, move to a location or site by site-flat rent, would be developed based on rents in the area. 21-9-apartments renting in that area. Changing to project based asset management, will start in 2007.

WJohnson: Increase each year?

DJones: If FMR goes up.

EBonds: In some locations, flat rent is high, what is criteria to base rent?

DJones: Federal government on 10-1, 65% of that. We will take 21-9 and look into that area, want to be in line with that area. Each site is different.

IGorham: FMR for areas based on unit size and type of building.

DJones; From 21-9, you can see NYC! This is only for those paying flat rent.

IGorham: Market strong in Paterson, 3-4 years strong. Income over 80%, will want a flat rent each month. More in line with the market

CGladis: Payment Standards next.

DJones: Policy is same 90% FMR, not sure if this will change, this is proposed. Section 8 program-federal requirements.

CGladis: Up each year. Amending Local Preference.

GMorrison: Because of Hurricane Katrina, included federal preference for disaster areas-involuntary displacement. Looking over policy-public housing only.

EBolden: Anyone hear from New Orleans?

IGorham: In the area, have received calls. No one came to the Authority for housing. Ten units for victims of the hurricane, HUD Newark surveyed housing authorities in NJ. We had to do our share, provide 10 units in the event they are needed.

EBonds: Persons who had a disaster living in public housing?

CGladis: Yes, in public housing only. Relocated because of federal disaster.

EBolden: Fire?

IGorham: Preference is for fire victims.

GMorrison: They have been here, they will be placed within 30 days. They do not want to go to AHP, may find another place. Personal Check Policy-states if you bounce 2 checks in two years, we no longer will accept personal checks. Can by money order. Clients come with check and then bounce again; money order or cashier's check only.

LBurns: Check clears how long?

CG: Review period for documents, 45 days-then public hearing. Then need your comments. It then goes to the Board for adoption, we send to HUD before fiscal year ends. Next, Check Stop Payment Policy.

GMorrison: With Section 8 clients, checks mailed on first of month. Back charges-use a fee pass on to landlord.

CGladis: HOPE VI Center Rental Policy-We have been renting for awhile, make some changes. Three changes to policy. No charge at door. No teenage parties-had a brawl outside, liable for damages, police called many times. Must have security-one for each 75 guests during day, two for evening. We have evening events, property kept safe.

WJohnson: No charge at door?

CG: Right, we decide not to host an event.

IGorham: Ask them to be clear about function. Organizations try to raise money, that will be deciding factor. Must benefit the city also.

CG: Community Center does not have an organization, must be self sustaining. Money goes to resident council in their building, we need to keep up operations.

WJohnson: Senior discount rental?

CG: HA standard policy--\$125—get \$25 back and security deposit. Up to resident council to rent space to residents, policy is set.

MMunsinger: I stay with them.

CG: RC responsible for rentals.

LBurns: Renter-any discount?

IG: Have a policy-managers should know what is happening in the center at all times. Need to fill out a form, RC gets a copy.

CG: RC and manager review it, policy is standard. No break, same for everyone. You cannot change policy.

IGorham: It falls apartment, keep policy the same for all.

CG: Yes Ms. Moore?

SMoore: We should get one free rent during year. Should be able to get it free.

IGorham: You are doing a good job. Right now resident council boards need to make money to function, that is not easily done.

EBonds: They do not participate as they should.

CG: Causes animosity, rules different for different people. Another reason to cause dissension. What is active? Who is entitled?

Mr.Hinton: Lots of fights, it has happened. Take \$25 back, some want free bees. Causes problems.

IGorham: ... agree.

EBolden: I agree with Ms. Moore, we work hard. Deserve one time, I have to get up during the night . . .

IGorham: Ms. Moore met with Board. Ms. Bolden is president of her RC.

BJones: Feel that is should be the president if active, rented more than five times. . . .

IGorham: In terms of equality . . .

WJohnson: What about board members pay half?

DJones: Put that in writing.

ECotton: One time?

IGorham: That defeats purpose-no. Profits back to RC for activities. \$100 for rental, that is a gift to residents. If you are RC president your members chip in \$5-10 for a party.

EBonds: 5 Year Plan? Why 5 Year if we do this every year?

CG: First pages, 5 year goals. First page 5 Year Plan, we are in year 2 of the Plan. That is where 5 years come in. Our goals updated.

IGorham: Project Based Asset Management. HUD sees new way of doing business. Every housing authority to operate this way. We have until 2007 for a plan, had training with HUD, brought in a consultant. In-house, how to implement this. Group discussions, how to staff them. Complicated process, by 2007 will be up and running. Collect data, costs, utilities, etc. Working through the process, new way of thinking. This is a mandate from HUD. No more waste of money for services, streamline operations. Looked at our buildings, what are they worth? Do analysis, we would have to make a decision to keep it or market the property. Looking at working families, rental will support operations.

WJohnson: Will funding be the same?

IGorham: No.

DJones: Part of process agency wide. HUD came up with a formula. How we can operate with less money. Will see a reduction, rental cannot be increased.

IGorham: New mind set, market building. Keep it in shape, this is major. Energy? Will do a program.

DJones: Utility costs going up. Waste too much heat. Will come up with a system.

IGorham: Lower thermostats. 62 during day, 65 at night. Any other questions? Next meeting October 19th at 10 a.m.

Meeting ended approximately 6:40pm
Marjorie Lyons, Recording Secretary

**Resident Advisory Board Meeting #2 re Annual Plan
October 19, 2005 - 10:00 a.m.
60 Van Houten Street
Paterson, New Jersey 07505**

Topics:

**Hardship Rent Extension Policy
Lease Amendment to Include Child Protection Window Guards
Maintenance Charge & Key Policy
Personnel Policy
Operating Budget-Discussion
Capital Fund Tables-Discussion
HOPE VI and Redevelopment-Discussion**

Meeting started at approximately 10:20 a.m. (Sign-in sheet passed around)

IrmaGorham: Good Morning. This is our second meeting of the RAB Board. Here to discuss policies concerning operational issues at the Authority. Welcome comments from residents. Some new folks here, new resident from NJ21-10. First policy.

GwenMorrison: Hardship Rent Extension Policy. Gwen reads policy to audience. (CarolGladis hands out the policy) Any questions?

IrmaGorham: Please look at it and let us know.

GwenMorrison: Next policy, Child Protection Window Guards. Gwen then reads policy. Questions?

CarolGladis: Would like to make a point here. If you are a grandparent t with a small child, please request window guards. Contact the HA.

IrmaGorham: Next up, Maintenance Charge & Key Policy. This is a big one.

KathyDavis: I am here in Ed Cotton's place. Will go over some items with you. Some of these charges date back to the 90's. Material costs have gone up; we charge you according to what we pay. Air conditioner charge-\$100 for each. The old rate was \$72.

IrmaGorham: In line with costs, utility going up a lot.

KDavis: I just attended a seminar at BPU, they said we are very low on ac charges. Asked for general info from everyone there. We are low. We have a new key policy and process for keys, especially for 21-1 and 21-3. This is necessary, it is very expensive to keep up the system. Need a means of keeping control of the system, for safety as well.

CarolGladis: Go over key policy.

KDavis: Purpose of the policy is to provide security. Please read policy. HA issues keys to tenants who sign a lease, 2 keys per household. Lessee is legal resident. Additional keys, 3 or more in family at tenant's expense. Children 12 and over. This has to be approved by the Director of Leasing & Occupancy. To managers-special circumstances will issue a key to a certified care giver. Put it in writing, specify time period. If you are locked out go to manager's office. You will be charged \$10 to be let

in the apartment-family & senior sites. On page 4, breakdown for lock out. From 8 a.m to 4 pm. From 4 pm to 8 pm, emergency lock out charge \$25. Will not let you in apartment after 8 pm. We have to pay staff for their service, we had to do something.

IGorham: You can say to person with extra key, please do not lose it. Someone you trust.

KDavis: Easy to lock yourself out, have someone with an extra key. After 8 pm, you will not be let in. Charge weekend and holiday rate-\$50. Questions?

IGorham: This is a mindset thing. Please secure your key, put on a chain around your neck. Start thinking about changing how we proceed.

LorraineBurns: Senior sites, short trips-no door stopper?

IGorham: Need security. Keep keys on your body. Managers should start knowing tenants' mental state, pay attention.

KDavis: Seniors and all of us.

IGorham: Change is to provide security.

VernonAllen: Suggest a neighbor have a key, someone you can trust.

KDavis: Site managers thinking.

IGorham: Resident council meeting, this will be brought up. Start discussing this.

ShirleyMoore: You can easily leave your keys.

IGorham: Put it around your neck.

KDavis: Ms. Mickens suggested put policy, list, in Spanish. Residents must provide i.d. If you have no i.d. you will be asked to leave. Complete the form each and every time.

DaleJones: Work order to manager.

KDavis: Key Request Form.

LoisHogans: This form for black tag?

DJones: Yes.

KDavis: Move outs and transfer. Have to collect keys from tenant. Resident council meetings, please discuss this.

CGladis: When tenant moves out, give keys back.

KDavis: Additional keys, your money will be returned.

IGorham: If you paid for additional key, that is it.

KDavis: Managers should know this.

DJones: No.

KDavis: Any other questions?

VAllen: Person moving in, allowed on Saturday or Sunday? Some come in on weekend.

KDavis: Managers make special allowance. Sometimes on weekend.

LHogans: Until 12 noon.

IGorham: Saturday until 12 noon only.

EarlineBolden: What about during week? New furniture, sometimes comes late.

IGorham: That is different. Manager should be contacted.

KDavis: People do what they want. You can call emergency

IGorham: Discussion topics.

CGladis: I am handing out pages 12 and 12 for inclusion in the template.

DJones: Form you have represents our budget. Fred will discuss it in detail. HUD reduced the amount of funds we received. Dale goes over Capital Fund, Section 8, ROSS, HOPE VI, Housing Counseling (reads figures from pages). Rents from figuresCHC Grant from the City of Paterson Anticipate rents from residents, over \$3 million. Section 8 reserve

CGladis: Any questions on budget?

LorraineBurns: Elderly ROSS, how is money being used.

DJones: Not repairs.

CGladis: Services-computer training, ESL, special projects, health fairs, activities for seniors, Marlene's salary. Coordination of program, exercise program too.

IGorham: Capital Fund, Fred Vazquez will go over. Speak to Marlene about activities. Must benefit our residents.

CGladis: Grants are strict with line items.

IGorham: Sometimes we work with county, get transportation from Freeholders. You can ask Marlene Gutierrez for assistance.

VAllen: Person in wheel chair or blind. How can you get them on a bus? Bus with lift?

IGorham: Yes, we are mindful of our residents.

WVazquez: Will go over pages with you. Five CFP budgets. Dale mentioned two items in the Operating Budget. One of the items, Replacement Housing funds. Not available to us for repairs. First year of our 5 Year Plan. Changes every year. Fred then goes over the figures in the budgets 2000-2004 Performance reports required by HUD. Figures reported received and used for the year. . . . Two budgets for 2003, \$2.9 million approximately. Obligated 87% of the funds, rated on our ability to use funds. Fred then goes over 2004 budget, 2005 budget. Details difference, cuts in funding. All this is required by HUD. Second year of 5 Year Plan, based on funding this year. Can be less than what we see. Have a breakdown . . . Reads figures for operations, management, salary items. Repaving of 21-1, boiler work for sites. . . . Walkway at 21-6-2 and boilers. Signs and boilers at 21-7, community room and kitchen upgrade at 21-9. Sojourner Douglass-landscaping, 2005 budget. Last page shows when fund were expended. Boilers important item.

Tenant: Three months ago, heater being fixed in community room.

WVazquez: Yes, see your manager.

LHogans: One heater, yes.

WVazquez: Lois, come up with a purchase order. We can use funds from another budget to get things done.

LBurns: What about windows?

WVazquez: Yes. Because of Hurricane Katrina, we had a delay. Expect delivery on or about 10/23. Looking at another program to enhance what is there now.

EBolden: Windows for all sites?

WVazquez: 21-10 now. Replacement windows every 20 years.

LBurns: Windows cannot open.

WVazquez: Working with a window specialist, installing ultra lift and half screens. Try to fix problems.

TheresaMims: Landscaping at 21-3?

WVazquez: Will decide, back buildings. \$2.1 million spent, nobody kept it up.

TMims: Shrubbery? No manpower to keep it up.

WVazquez: We have to keep the buildings pleasant, have to be in shape.

TMims: Are there types of shrubbery that do not grow?

WVazquez: Yes, we did it. Has to be maintained.

EBolden: Have a mulberry tree, want it taken down.

WVazquez: Will trim it.

BJones: Anything for landscaping at 21-1?

WVazquez: Yes. Have a HOPE VI application in to HUD, this our third try. Annual Plan has to spell out what we are doing. Demolish buildings, revitalize site. Disposition. Plan 354 units townhouse developments including 30 homeownership units. Fred described plans for what will be built, how many and what type of buildings. . . . Applied for Section 8. Because of the hurricane, don't know what \$\$ is left. \$5.5 million-first phase of the HOPE VI. All separate developments, looking at a site in Paterson. Construct in spring of 2006. NJCDC, Creech, vouchers set aside for special needs housing. Can do an RFP to leverage and get more funds.

VAllen: Young disabled? Housing for them?

WVazquez: Number of issues to address now. Special needs funding through NJHMFA. Need a social service component with it, additional staffing. NJCDC specializes in this.

EBolden: HOPE VI involve seniors?

WVazquez: Yes. AHP high senior population. First priority-number of grandparents raising grandchildren. Any other questions?

CGladis: I will hand you the Personnel Policy.

CarolBrevard: Good morning. We need to follow guidelines of NJ JIF. List of items to be revised/added to Personnel Policy. Section 2.7, ADA. Expanding policy, adding new items re accessibility, etc.

IGorham: Anything that was not in the policy before?

CBrevard: Yes. E-mail, voicemail, etc. Bulletin board will be added. Open Public Meetings Act, Employee Verification and Reference process. New Employees Policy to be added. Whistle Blower will be added to protect employee against retaliation. Changes will be in the new policy, will be larger. Has to be adopted by the Board of Commissioners next year, 2006.

IGorham: Will be reviewed by directors, presented to the Board. Bulletin board-new things. Things posted at the sites. Info for residents and staff. If anyone wants something posted, send it down to central office, we look at it to see what it is about.

MaeMunsinger: Give ok for church first and third Sundays? They come in and post notes.

IGorham: Member of their church in building can meet, but no religious services in the building. No service. Cannot stop people from seeing minister but no services. Definitely no.

MMunsinger: No?

IGorham: No. Make it clear to residents.

CGladis: We need a policy?

IGorham: Yes, will do one.

VAllen: When you go back to the resident council, they do not want to hear it. They need to but they don't.

CGladis: Policies are done. On 10/24 template available for review along with policies. At central office, manager's office, public library. Forty five days until 12/7. Comments in writing please. Public meeting on 12/13 at 10 a.m., regular meeting of the Board on 12/19 where they will adopt Annual Plan. In January we send it to HUD electronically. Notice was in the paper. Question? Thank you for your input. Any questions, please call.

Meeting ended approximately 11:45 a.m.
Marjorie Lyons, Recording Secretary

Attachment E:

**Substantial Deviation and
Significant Modification**

The Paterson Housing Authority's Plan is amended to include the definition of Substantial Deviation to mean "Any Change with regard to Demolition or Disposition, Designation, Homeownership Plan, or Conversion Activities in the Future".

Attachment F: HOUSING AUTHORITY OF THE CITY OF PATERSON
RESIDENT ASSESSMENT FOLLOW UP PLAN 2005

The Real Estate Assessment Center mailed out 442 surveys to PHA residents, of which 150 were returned. The response rate of 34% is below the national response rate of 42%. Zero (0) surveys were undeliverable.

The Housing Authority of the City of Paterson has prepared the 2005 Resident Assessment Follow Up Plan in response to the survey results.

In two (2) survey categories, Maintenance and Repair and Neighborhood Appearance, the PHA increased their scores from the previous year, and in the Services category it remained the same.

Survey Categories	2004 Score	2005 Score	National Average
Maintenance & Repair	75.9%	77.5%	84.6%
Communication	65.3%	63.2%	75.1%
Safety	60.0%	58.8%	81.2%
Services	81.1%	81.1%	91.3%
Neighborhood Appearance	52.5%	56.1%	77.9%

As a result of the responses, the Paterson Housing Authority is required to prepare a follow up plan for Communication, Safety, and Neighborhood Appearance.

A close analysis of the responses by development by question was the premise by which the follow up plan was developed.

COMMUNICATION

Survey Question #1: Do you think management provides you with information about maintenance and repair?

- A. The PHA received a score of 68%.
- B. The Site Managers and the Director of Operations will conduct monthly on-site meetings with the Resident Council Presidents to discuss work orders and site repairs along with anticipated modernization projects. The Agendas for the meetings will include major maintenance and repair issues, modernization, as well as resident concerns and events. The information provided at these meetings is carried over by the Presidents and filed with Resident Council reports. The Executive Director and Director of Operations/Management will meet prior to the Resident Council meeting to review and discuss results of previous meetings with Managers and Resident Council Presidents.

- C. The PHA produces a quarterly newsletter which is forwarded to all public housing and HOPE VI residents. Contained in the newsletters are articles that address upcoming maintenance repairs.
- D. Prior to any major work or system shut down, each Housing Manager provides written notice to each household that will be affected, posts notices in the hallways and elevators and in some instances, issues follow up notices.
- E. All Housing Managers are mandated to attend specification review and pre-bid conferences and other meetings the Modernization Office required so that they can speak with their residents about the upcoming work.
- F. Residents will be provided with breakdown of material and cost used to effectuate repairs at any time by Site Managers or Housing Aide, if required.
- G. All REAC inspection generated work orders will be listed and given to tenants after repairs.

Survey Question #2: Do you think management provides you information about the rules of your lease?

- A. The PHA received a score of 68.3%.
- B. At the time each resident signs their initial lease, PHA staff reviews its contents in detail. Upon annual renewal of the lease, an overview is once again given.
- C. In October 2005, the PHA made changes and modifications to the Public Housing Maintenance Charge List and Key Policy.
- D. The PHA has initiated a policy requiring all residents 18 and over to sign and review the Lease.
- E. Anything new or changed is published in the PHA newsletter and on the PHA website.

Survey Question #3: Do you think management provides you information about meetings and events?

- A. The PHA received a score of 70.7%.
- B. The PHA notifies its residents of meetings, special events and general notices through several processes. Notices of upcoming meetings and/or special events are published in the PHA's quarterly newsletter and on the website. Special mailings are sent to residents for notification of lease revisions and/or policy changes. Flyers are distributed by staff to all households in each development, and also posted in the Manager's Office, lobby area, mail room area, and elevators.
- C. Each Site Manager attends the monthly Resident council Meeting to help make residents aware of new PHA initiatives.

- D. The Planning & Grants Department issues door-to-door notices and meets with residents to notify them of all special events that occur at each development.

Survey Question #4: Do you think management is responsive to your questions and concerns?

- A. The PHA received a score of 72.6%.
- B. PHA staff will receive training including customer relations, face-to-face interaction, and good listening skills, to learn how to better deal with residents.
- C. The monitoring interaction between staff and residents will be continued to determine the level of professionalism being offered.

Survey Question #5: Do you think management is courteous and professional with you?

- A. The PHA received a score of 69%.
- B. Site Managers, Maintenance Staff, Leasing & Occupancy Staff, and Management Training Staff have been instructed to be courteous and professional when working with residents.
- C. Management continues to monitor the interaction between staff and residents to observe the level of professionalism being offered.

Survey question #6: Do you think management is supportive of your resident/tenant organization?

- A. The PHA received a score of 67%.
- B. The Executive Director continues to have bi-monthly meetings with all Resident Councils Presidents to discuss their concerns and to keep them current on PHA projects.
- C. PHA staff continues to meet with resident council representatives on a monthly basis to review programs and keep them abreast of the planning process for upcoming events, policy changes, updates and fiscal oversight.
- D. The PHA includes the Resident Councils in planning Christmas parties, Beautification Day, Barbecues, Teen Summits, and Special Events.
- E. PHA staff attends the Resident Council meetings on a regular basis.
- F. The Senior Development Resident Councils continue to work with staff to bring special events and programs into the sites.
- G. The PHA was awarded a Family ROSS Grant with a Resident Planning Committee. Specialty programs have been implemented at each site.
- H. The Resident Council Presidents sit on the PHA's Resident Advisory Board and participate in the planning process.

- I. The Executive Director has designated a staff member to work with the Senior Citizen Resident Councils and residents.
- J. Residents participate in the planning and implementation of the Hyacinth AIDS Foundation HIV/AIDS “A Day of Outreach Event-The Building Blocks of the Future”.
- K. A resident is the current Chairperson of the Board of Commissioners.
- L. Residents participate in the following: Grandparents as Parents, National RAB Board, Blueprint Grant, Housing Counseling, and Employment Training Program.

NEIGHBORHOOD APPEARANCE

Survey Question #1: How satisfied are you with the upkeep of the following areas of your development – common areas?

- A. The PHA received a score of 65.41%.
- B. Tenants are assigned dates to clean the hallways and common areas.
- C. Staff are on maintenance schedules to keep common areas clean.

Survey Question #2: How satisfied are you with the upkeep of the following areas in your development – exterior of buildings?

- A. The PHA received a score of 66.25%.
- B. PHA staff have re-scheduled clean up of the front and rear of all buildings.
- C. Total Life Program students are assisting with the clean up of The exterior of the building.s
- D. Tenants at Riverside Terrace Development have begun sowing grass and flower seeds on their lawns.
- E. A daily maintenance program for the grounds is ongoing.
- F. Residents have initiated “Resident Clean-Up Days”.
- G. Several sites have had trees trimmed or removed to enhance the Area and also provide safe passage.
- H. Daily inspections of grounds by Site Managers have produced Noticeable improvement; daily inspections will continue.

Survey Question #3: How satisfied re you with the upkeep of the following areas in your development – parking areas?

- A. The PHA received a score of 68.09%.
- B. PHA staff routinely clean the parking lot and building exteriors.
- C. The PHA purchased a small vacuum machine to assist with pick up debris and litter in parking lots and building exteriors.
- D. Via contractors and staff, several site parking areas have been re-paved and striped, and will continue.

Survey Question #4: How satisfied are you with the upkeep of the following areas in you development – recreation areas?

- A. The PHA received a score of 65.83%.
- B. Staff cleans these areas on an ongoing basis.
- C. Staff has been working with the Resident Councils and Youth Programs to develop an anti-litter campaign.
- D. New picnic benches have been constructed.
- E. Brick barbecue pits have been erected at several sites for resident use.
- F. Recreational area at Riverside Terrace Development has been upgraded.

Survey Question #5: How often, if at all, are any of the follow a problem in your development – abandoned cars?

- A. The PHA received a score of 77.54%.
- B. Paterson Police systematically patrol the development parking lots to identify abandoned cars.

Survey Question #6: How often, if at all, are any of the following a problem in your development – broken glass?

- A. The PHA received a score of 74.54%.
- B. Clean up is done on a regular basis and tenants are encouraged to assist keeping the site in order.

Survey Question #7: How often, if at all, are any of the following a problem in your development – graffiti?

- A. The PHA received a score of 74.56%.
- B. Staff continued to work on graffiti removal as soon as possible.
- C. The interiors are washed and painted immediately.
- D. The exterior is pressure washed and chemically treated to restore the building.

Survey Question #8: How often, if at all, are any of the following a problem in your development – noise?

- A. The PHA received a score of 66%.
- B. Residents are encouraged to contact the Manager’s Office and identify problem tenants. Local law enforcement officers are made aware of this problem and speak with the residents.
- C. Continued noise offenders will be fined and, if necessary, evicted.
- D. Signage posted: “No Loitering, No Trespassing”.
- E. Residents are also counseled via staff and site-based Community Service Workers to develop non-confrontational relationships with each other in order to resolve quality of life issues.

Survey Question #9: How often, if at all, are any of the following a problem in your development– rodents and insects (indoors)?

- A. The PHA received a score of 62.35%.
- B. Extermination is scheduled and completed monthly and residents are notified in advance.
- C. In special instances where there is an increase in rodents and/or insects, the exterminator is contacted immediately to treat the problem.
- D. Home inspection notices given for poor housekeeping; if not improved, termination notice is given.

Survey Question #10: How often, if any all, are any of the following a problem in your development – trash/litter?

- A. The PHA received a score of 69.16%.
- B. Exterior clean up includes removal of all trash and litter.
- C. Residents are being encouraged not to litter.
- D. Special clean up events are held at the site and residents get involved.

Survey Question #11: How often, if at all, are any of the following a problem in your development – vacant units?

- A. The PHA received a score of 73.60%.
- B. All vacant units have been identified, special security locks installed, cleaned out, and are in the process of being rehabilitated.
- C. A special vacant unit team has been established to expedite the turning over of a unit.
- D. The NJCDC Youthbuild Program is in partnership with the PHA to rehabilitate vacant units at the family developments.

SAFETY

Survey Question #1: How safe to you feel in your unit/home?

- A. The PHA received a score of 61.6%.
- B. The Authority is well aware of the residents' safety concerns and has encouraged residents to form resident patrols.
- C. Two (2) Community Relations Officers are assigned to the PHA fulltime from the Paterson Police Department. They rotate among all the sites, meet with the Resident Councils and residents, and provide direct services as well as referrals to the Narcotics Division.
- D. The PHA has worked with the Mayor's office to establish a police precinct at NJ21-3 Alexander Hamilton Development.

- E. Explore with Resident Councils using part of their 964 funds, to pay stipends and training for resident patrols.
- F. Initiating a meeting with City Council Statutory Committee to develop new police strategies, as needed.
- G. Establish a close working relationship with the Passaic County Task Force for criminal activity, drugs, gangs, etc.
- H. The PHA has a contract with the PBA to provide security patrols at the senior sites and to man the security gates at the Alexander Hamilton Development.

Survey Question #2: How safe do you feel in your building?

- A. The PHA received a score of 59.2%.
- B. The PHA has provided new security CCTV systems in each of the senior developments. The system allows residents to monitor visitors prior to admitting them into the building.
- C. The Executive Director has ongoing meeting with the Mayor, Chief of Police and Passaic County Task force to discuss security concerns at each development.
- D. Night Emergency Staff is scheduled to check stairwells and landings in the senior developments.
- E. The PBA is under contract with the PHA for patrol of all senior developments.
- F. Provide an apartment at NJ21-1 Riverside Terrace Development for the Paterson Police Narcotics Bureau to use as surveillance.

Survey Question #3: How safe do you feel in your parking area?

- A. The PHA received NS.

Survey Question #4: Do you think any of the following contribute to crime in your development – bad lighting?

- A. The PHA received a score of 67.9%.
- B. The PHA's night crew performs exterior light checks for inoperable lights and replaces same, as necessary.
- C. Interior hallway lights are monitored by the building workers and managers on a daily basis.

Survey Question #5: Do you think any of the following contribute to crime in your development – broken locks?

- A. The PHA received a score of 72.3%.
- B. Lock replacement is ongoing and performed by the maintenance repair staff.
- C. The PHA is under contract with a locksmith company to supply security hardware and apartment entrance services for specialized repairs.

- D. Tenants are charged for intentional lock vandalism and lost keys.

Survey Questions #6, 7, & 8: Do you think any of the following contribute to crime in your development – location of housing developments, police do not respond, residents don't care?

- A. All received an N/A.

Survey Question #9: Do you think any of the following contribute to crime in your development – resident screening?

- A. The PHA received a score of 75.7%.
- B. The PHA performs criminal background and credit checks on every household member 18 years of age and older prior to lease up. Third party, Department of Labor checks, are being done to detect fraud.
- C. The PHA in cooperation with the Paterson Police Department, requests random arrest reports on residents believed to be involved in criminal activity.
- D. The PHA is sending more cases to the Passaic County Prosecutor for fraud, criminal activity, and unauthorized tenants.

Survey Question #10: Do you think any of the following contribute to crime in your development – vacant units?

- A. The PHA received a score 80.9%.
- B. The PHA has initiated an aggressive plan to identify vacant units and prioritize their repairs for quick lease up. A special clean out team has been established to address the vacant units.
- C. In an effort to expedite their occupancy, residents have been allowed to paint their own units.
- D. Special Vacant Unit Program – aggressively lease up units.

PHA Plan Table Library

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

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

Capital Fund Grant Number FFY of Grant Approval: 2006

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	541,493
3	1408 Management Improvements	541,493
4	1410 Administration	270,746
5	1411 Audit	-0-
6	1415 Liquidated Damages	-0-
7	1430 Fees and Costs	111,234
8	1440 Site Acquisition	
9	1450 Site Improvement	576,959
10	1460 Dwelling Structures	565,301
11	1465.1 Dwelling Equipment-Nonexpendable	-0-
12	1470 Nondwelling Structures	-0-
13	1475 Nondwelling Equipment	100,000
14	1485 Demolition	-0-
15	1490 Replacement Reserve	-0-
16	1492 Moving to Work Demonstration	-0-
17	1495.1 Relocation Costs	-0-
18	1498 Mod Used for Development	-0-
19	1502 Contingency	-0-
20	Amount of Annual Grant (Sum of lines 2-19)	2,707,226
21	Amount of line 20 Related to LBP Activities	-0-
22	Amount of line 20 Related to Section 504 Compliance	-0-
23	Amount of line 20 Related to Security	-0-
24	Amount of line 20 Related to Energy Conservation Measures	492,000

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PHA WIDE	FEES & COST Planning	1430	27,000
NJ21-1	Riverside Terrace Development Repaving Parking Area & Walkways Boiler Upgrades		28,734 10,500
NJ21-3	Alexander Hamilton Development Landscaping Boilers Corridor Painting		7,000 10,500 4,000
NJ21-6-1	Nathan Barnert Homes		
NJ21-6-2	Dr. Andrew McBride Homes Walkway Improvements Boilers		3,500 7,000
NJ21-7	Dr. Norman Cotton Homes Boilers		7,000
NJ21-9	Joseph Masiello Homes Community Room / Kitchen Upgrade		3,000
NJ21-12	Sojourner Douglass Homes Landscaping		3,000
Total			111,234

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
NJ21-1	Riverside Terrace Development		
	Repaving Parking Area & Walkways	1450	401,577
	Boiler Upgrade	1460	150,000
NJ21-3	Alexander Hamilton Development		
	Landscaping	1450	100,000
	Boilers	1460	150,000
	Corridor Painting	1460	50,000
NJ21-6-1 NJ21-6-2	Nathan Barnert Homes		
	Dr. Andrew McBride Homes		
	Walkway Improvements	1450	49,000
	Boilers	1460	100,000
NJ21-7	Dr. Norman Cotton Homes		
	Signage	1450	7,519
	Boilers	1460	92,000
NJ21-9	Joseph Masiello Homes		
	Community Room / Kitchen Upgrade	1460	23,301
NJ21-12	Sojourner Douglass Homes		
	Landscaping	1450	18,863
PHA WIDE	Computerization	1475	100,000

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
NJ21-1	Riverside Terrace Development 9/30/08	9/30/09
NJ21-3	Alexander Hamilton Development 9/30/08	9/30/09
NJ21-6-1 NJ21-6-2	Nathan Barnert Homes Dr. Andrew McBride Homes 9/30/07	9/30/08
NJ21-7	Dr. Norman Cotton Homes 9/30/07	9/30/08
NJ21-9	Joseph Masiello Homes 9/30/07	9/30/08
NJ21-12	Sojourner Douglass Homes 9/30/07	9/30/08
PHA WIDE	9/30/08	9/30/09

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

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

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

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>
NJ21-1	300 family	See Attached Information	-	-	-	-	-	-
NJ21-3	498family	“	-	-	-	-	-	-
NJ21-6-1	96 senior	“	-	-	-	-	-	-
NJ21-6-2	96 senior	“	-	-	-	-	-	-
NJ21-7	112 senior	“	-	-	-	-	-	-
NJ21-8	100 senior	“	-	-	-	-	-	-
NJ21-9	188 senior	“	-	-	-	-	-	-
NJ21-10	100 senior	“	-	-	-	-	-	-
NJ21-12	20 family	“	-	-	-	-	-	-
NJ21-4-16	137 family	“	-	-	-	-	-	-

