

# Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

MUNICIPALITY OF HORMIGUEROS

Program/Activity Receiving Federal Grant Funding

## TENANT-BASED HOUSING CHOICE VOUCHER PROGRAM

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. **Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

P.O. BOX 97

HORMIGUEROS, P.R. 00660

Check here  if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.  
**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.  
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

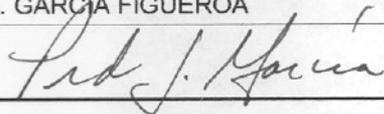
PEDRO J. GARCIA FIGUEROA

Title

MAYOR

Signature

X



Date

04/11/86

# Certification of Payments to Influence Federal Transactions

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

Applicant Name

MUNICIPALITY OF HORMIGUEROS

RQ035

Program/Activity Receiving Federal Grant Funding

TENANT-BASED HOUSING CHOICE VOUCHER PROGRAM

PHA ANNUAL PLAN 2005-2006

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.  
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

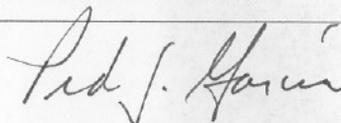
Name of Authorized Official

PEDRO J. GARCIA FIGUEROA

Title

MAYOR

Signature

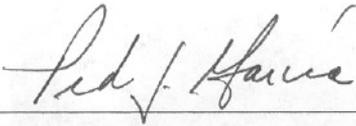


Date (mm/dd/yyyy)

04/11/06

**Certification by State or Local Official of PHA Plans Consistency with  
the Consolidated Plan**

I, Pedro J. Garcia Figueroa the Mayor certify  
that the Five Year and Annual PHA Plan of the Municipality of Hormigueros is  
consistent with the Consolidated Plan of Puerto Rico prepared  
pursuant to 24 CFR Part 91.



---

Signed / Dated by Appropriate State or Local Official



MUNICIPIO DE HORMIGUEROS

Estado Libre Asociado de Puerto Rico

Honorable Pedro J. García Figueroa

*Alcalde*

Ms. Olga Sáez  
Director  
Public Housing Division  
**U.S DEPARTMENT OF HOUSING  
& URBAN DEVELOPMENT**  
Parque Las Americas I  
Federico Costa #3 Suite 200  
San Juan, Puerto Rico 00918

Dear Ms. Sáez:

**RE: Hormigueros PHA Plan – RQ-035  
Annual Plan For Fiscal Year 2005-2006**

The Municipality is submitting one (1) original: "hard copy" of above referenced plan, including the required original certifications, as well as other related documentation in compliance with the "**The Quality Housing & Work Responsibility Act of 1998**".

In this regard, this same documentation will be electronically transmitted to HUD's Mainland Office as per applicable regulations.

While every attempt was made to include any and all required information and/or documentation relating to this same submission, we stand ready and willing to provide your agency with any additional information and/ or documentation that you may require.

We continue to appreciate any courtesies that either you and /or your program staff may extend to us in this same matter.

Sincerely,

Pedro J. García Figueroa  
Mayor  
Municipality of Hormigueros

*Hormigueros Corazón del Oeste*

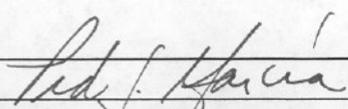
# DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

0348-0046

(See reverse for public burden disclosure.)

<b>1. Type of Federal Action:</b> <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:  Municipality of Hormigueros Office of the Mayor Hormigueros City Hall  Congressional District, if known:	<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>  Does not apply.  Congressional District, if known:	
<b>6. Federal Department/Agency:</b>  U.S. Department of Housing and Urban Development	<b>7. Federal Program Name/Description:</b>  CFDA Number, if applicable: <u>N/A</u>	
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b> \$ <u>N/A</u>	
<b>10. a. Name and Address of Lobbying Registrant</b> <i>(if individual, last name, first name, MI):</i>  Does not apply.	<b>b. Individuals Performing Services</b> <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>  Does not apply.	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u></u> Print Name: <u>Pedro J. Garcia Figueroa</u> Title: <u>Mayor</u> Telephone No.: <u>(787) 849-1630</u> Date: <u>04/11/06</u>	
<b>Federal Use Only:</b>	Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)	

Ocasio Adrovét, de 28

Van 27 asesinatos

zado por una bala en el

La estadística de ase-



tados por la Policía, 14 se han escenificado en el Area

rior.

Vista, en Arcibo, un individuo le hizo varios disparos antenoche a Jonathan Huertas Sindo, de 23 años de edad, al que hirió en las nalgas. La víctima fue recluida en el Hospital Regional de Arcibo.

De otra parte, Luis A.

\$2,605 en efectivo producto de las ventas del garaje Angel Tiger, donde trabaja Méndez Ríos. En el barrio Bauta Arriba, en Orocovis, cuatro enmascarados asaltaron al caer la noche del miércoles al agricultor Marcial Torres Meléndez, de 79 años de edad, al que despojaron

asalta en su vivienda. Monse de 68 años de edad recibió un infarto. Los jaron Román da Me...



ESTADO LIBRE ASOCIADO DE PUERTO RICO MUNICIPIO DE SAN JUAN CIUDAD CAPITAL SECRETARÍA MUNICIPAL ANUNCIOS DE SUBASTAS

La Junta de Subasta del Municipio de San Juan, recibirá propuestas en sobres cerrados de las siguientes subastas:

Table with 6 columns: SUBASTA NÚM., TÍTULO Y DESCRIPCIÓN, FECHA Y HORA DE REUNION PRESUBASTA COMPULSORIA, FECHA Y HORA DE APERTURA, COSTO ESTIMADO DE CONSTRUCCION, and COSTO DOCUMENTO DE SUBASTA. It lists two subasta items with their respective dates, times, and estimated costs.

Toda propuesta deberá venir acompañada de una fianza provisional de participación por ciento (5%) de su cotización. Esta puede ser suministrada en efectivo, cheque o por depósito en una compañía aseguradora "Bid Bond" pagadero al Municipio de San Juan.

Se celebrará una Reunión Compulsoria de Presubasta, en el día y a la hora arriba indicada, en la Oficina de Conferencias del Departamento de Urbanismo, localizada en el Tercer Piso del Edificio de la Torre Municipal, frente a la Casa Alcaldía en el Viejo San Juan. Por lo menos un representante de cada una de las compañías que participan en la reunión presubasta correspondiente, como condición para la radicación de la propuesta. No se permitirá la entrada a la reunión de presubasta, luego de la hora indicada.

Los documentos de Solicitud de Propuestas, Planos, Especificaciones, Condiciones de Participación y Redesarrollo Urbano pueden obtenerse en la Oficina de Mejoras Permanentes y Redesarrollo Urbano y Urbanismo, localizada en el Cuarto Piso del Antiguo Edif. González Padín, frente a la Casa Alcaldía en el Viejo San Juan; entre las 8:00 a.m. y 4:00 p.m., en el día arriba dispuesto según la subasta. El pago de los documentos de subastas debe hacerse en la Oficina Municipal de Recaudación de Rentas, ubicada en el primer piso de la Torre Municipal en Ave. Chardón, Hato Rey, entre las 8:00 a.m. y 4:00 p.m.

Los licitadores deberán entregar sus propuestas (original y tres (3) copias) en el Salón de Conferencias de la Oficina de Secretaría Municipal, ubicado en el Piso 15 de la Torre de Gobierno Municipal, en Hato Rey, E. Chardón, Hato Rey, en o antes de la fecha y hora de celebración de apertura de la subasta públicamente.

Todo licitador interesado en participar en la subasta deberá haber cumplido con los requisitos indispensables de tener actualizados los documentos requeridos en el Registro de Licitadores del Municipio de San Juan. Deberá efectuar este trámite con tiempo suficiente de antelación a más tardar el día antes de la apertura de la subasta obtenga la "Certificación de Licitadores del Municipio de San Juan" y la incluya junto a su propuesta. No se aceptarán propuestas de licitadores que no cumplan con este requisito.

La Junta de Subasta se reserva el derecho de rechazar cualquier o todas las propuestas de subastas bajo las condiciones más favorables al Municipio de San Juan.

Igualmente se reserva el derecho de cancelar la adjudicación de cualquier contrato; y antes de la firma del mismo, sin que medie responsabilidad alguna para el Municipio de San Juan.

Todo licitador deberá cumplir con la Ley de Patentes Municipales del Municipio de San Juan, según enmendada y Ordenanzas de Arbitros Municipales.

El Municipio de San Juan es patrono con Igualdad de Oportunidades.

Handwritten signatures and names: Jorge Colomer Montes, Presidente, Junta de Subastas; and Jorge A. Santini Padín, Alcalde del San Juan.



Estado Libre Asociado de Puerto Rico MUNICIPIO DE HORMIGUEROS OFICINA DE PROGRAMAS FEDERALES OFICINA DE SECCION 8 AVISO PUBLICO

El Municipio de Hormigueros invita al público en general y a los participantes del Programa de Sección 8 a emitir sugerencias o comentarios conducentes a la actualización del Plan Anual para el año fiscal 2005-2006.

El Plan Anual incluirá la misión del Municipio de Hormigueros para trabajar con la necesidades de las familias de ingresos bajos. Además, incluye las metas y objetivos que permitan al Municipio evaluar las necesidades de las familias identificadas con el Plan Anual.

El Plan Anual incluirá información y los servicios que se ofrecen bajo el programa. En éste también se incluye la estrategia del Municipio para lidiar con los aspectos operacionales, las preocupaciones y necesidades de los participantes para el próximo año fiscal.

Se celebrará vista pública el miércoles, 15 de marzo de 2006 a las 10:30 am, en el salón de Actos de la Asamblea Municipal cumpliendo con los 45 días establecidos en el 24 CFR 903.17,903.19. El propósito de la vista pública es recopilar reacciones a las enmiendas propuestas en el Plan Anual.

Para más información pueden visitar nuestras oficinas o comunicarse al (787) 849-3377.

En Hormigueros, Puerto Rico, Hoy 27 de enero de 2006.

Handwritten signature of Pedro Juan García Figueroa, ALCALDE.

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:  
Board Resolution to Accompany the *Streamlined Annual PHA Plan***

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the streamlined Annual PHA Plan for PHA fiscal year beginning 07/2005, hereinafter referred to as the Streamlined Annual Plan, of which this document is a part and make the following certifications, agreements with, and assurances to the Department of Housing and Urban Development (HUD) in connection with the submission of the Streamlined Plan and implementation thereof:*

- 
1. The streamlined Annual Plan is consistent with the applicable comprehensive housing affordability strategy (or any streamlined Plan incorporating such strategy) for the jurisdiction in which the PHA is located.
  2. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, and provided this Board or Boards an opportunity to review and comment on any program and policy changes since submission of the last Annual Plan.
  3. The PHA made the proposed streamlined Annual Plan, including policy and program revisions since submission of the last Annual Plan, and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the streamlined Plan and invited public comment.
  4. The PHA will carry out the streamlined Annual Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
  5. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
  6. For streamlined Annual Plans that include a policy or change in policy for site-based waiting lists:  
The PHA regularly submits required data to HUD's MTCS in an accurate, complete and timely manner (as specified in PIH Notice 99-2);
    - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
    - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
    - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
    - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(b)(2).
  7. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
  8. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
  9. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
  10. The PHA has submitted with the streamlined Plan a certification with regard to a drug-free workplace required by 24 CFR Part 24, Subpart F.
  11. The PHA has submitted with the streamlined Plan a certification with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.
  12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
  13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105( a).
  14. The PHA will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.
  15. With respect to public housing the PHA will comply with Davis -Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
  16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.



MUNICIPIO DE HORMIGUEROS  
 Oficina de Programas Federales -Sección 8  
 Calle Mateo Fajardo #9/  
 P.O. Box 97  
 Hormigueros, Puerto Rico 00660  
 Tel.: (787) 849-3377  
 Fax: (787) 849-3722

HOJA DE ASISTENCIA

Vista Pública

Plan Anual (Annual Plan) del Programa de Oportunidades de Vivienda

Año Fiscal 2005-2006

miércoles, 15 de marzo de 2006

10:00 a.m.

Legislatura Municipal

NOMBRE	FIRMA	TELEFONO
Grenda Bonilla	<i>Grenda Bonilla</i>	633-4882
Lorna F. Medina Albino	<i>Lorna F. Medina Albino</i>	344-5761
Sonia Pérez	<i>Sonia Pérez Antongiorgi</i>	849-3854
Ivette Santana	<i>Ivette Santana</i>	849-4998
Monserrate Pérez	<i>Monserrate Pérez</i>	849-2067
Saul Lynn Pérez	<i>Saul Lynn Pérez</i>	849-2067
DAISY Juan C. Ayala	<i>Juan C. Ayala</i>	834-4641
Carmen E. Trizany Rivera	<i>Carmen E. Trizany Rivera</i>	849-2869
Brendaly Colón Vázquez	<i>Brendaly Colón Vázquez</i>	849-1653
Lourdes González	<i>Lourdes González</i>	264-9383
Arlene Lugo Ramirez	<i>Arlene Lugo Ramirez</i>	849-4334
Lourdes Pineda Otero	<i>Lourdes Pineda Otero</i>	849-2903
Rafael Martinec Vega	<i>Rafael Martinec Vega</i>	849-4288
Zulma Toranzo Corina	<i>Zulma Toranzo Corina</i>	265-2833
Nayra Bosques	<i>Nayra Bosques</i>	685-7281

Lester Martinez	-	Lester Martinez Rodriguez	-	849-6315
Virgen Acosta		Virgen Acosta	-	849-6315
Maria E. Martinez		<del>Virgen Acosta</del>	-	486-1537
Magres Rodriguez	-	Day S. Rod.	-	659-3906
Rosa m. Lude		Rosa m. Lude	-	659-3906
Yareliz Gonzalez Chervoy		Yareliz Gonzalez Chervoy	-	240-...



Oficina del Comisionado de Asuntos Municipales

Lcdo. Jngel M. Castillo Rodriguez  
Comisionado  
Municipios"

"La mano amiga ck los

Sra. Maureen Calderón Alers ,MBA

6 de abril de 2006

Hon. Pedro J. Garcia Figueroa  
Alcalde POBox 97  
Hormigueros PR 00660

Estimado señor Alcalde:

Reciba un cordial saludo de parte de todo el personal que labora en la Oficina del Comisionado de Asuntos Municipales (OCAM).

Su Municipio sometio el Plan Anual 2005-2006 de Sección 8, para evaluar su consistencia con el Plan Consolidado del Estado de los Programas *CDBG*, *HOME*, *ESG* y *HOPWA*.

Luego de evaluar los mismos y basado en la información suministrada le incluimos la Certificación de Consistencia con el Plan Consolidado del Estado.

Será responsabilidad del Municipio cualquier cambio o modificación que no guarde consistencia con el Plan Anual, surgido como consecuencia de los comentarios recibidos en la Participación Ciudadana, al integrarlos al Plan Final a ser sometido a HUD.

Cualquier duda y/o información adicional, puede comunicarse con la Sra. Jeannette Cepeda, Especialista en Propuestas Federales de la División de Programas Federales, al telefono 754-1600, extension 305.

Lcdo. Angel M. Castillo Rodriguez Comisionado

Anejo

PO BOX 70167 San Juan, P. R. 00936 - 8167 Tel: (787) 754 - 1600 Fax  
(787) 753 - 8254

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

**Certification by State or Local Official of PHA Plans Consistency with  
the Consolidated Plan**

I, ANGEL M. CASTILLO the COMMISSIONER certify  
that the Five Year and Annual PHA Plan of the HORMIGUEROS is  
consistent with the Consolidated Plan of COMMONWEALTH OF PUERTO RICO prepared  
pursuant to 24 CFR Part 91.

 4/6/04

Signed / Dated by Appropriate State or Local Official

# **UPFRONT INCOME VERIFICATION (UIV) POLICIES & PROCEDURES**

## **Overview**

In order to comply with Notice PIH 2004-18 (HA) and 24 CFR 5.236 (b)(2), The Municipality Of Hormigueros is using the Tenant Assessment Subsystem (TASS) to Verify Social Security/Supplemental Security income (SS/SSI) benefits of current participants and household members, as an Upfront Income Verification (UIV) tool.

UIV is the verification of income, before or during a reexamination, through an independent source that systematically and uniformly maintains income information in computerized form for a large number of individuals. UIV replaces, to the maximum extent possible, the more time-consuming and less accurate third party verification process.

HUD's UIV system provides PHA's with information supplied from state wage information collection agencies (SWICA) and the Social Security Administration (SSA) income information is provided through a data matching process for the households covered by a 50058 form submitted to HUD.

The UIV is HUD's Key Strategy in reducing income and rent errors from unreported income. The primary objective of this tool is to increase accuracy and efficiency in determining family eligibility and computing rent calculations. It also removes the barriers to verify tenant-reported income.

## **Verification Orientation**

The Municipality Of Hormigueros will orient the participants about the UIV tools that will be used as part of the annual activities, such as re-certifications and interims, to verify income information. The Municipality Of Hormigueros will request the family to fill these HUD Form 9886: Authorization for Release of Information/ Privacy Act. During the interview process the family will be orientated about how that income verification tool works.

The staff that conducts the interview process will emphasize the importance of fully disclosing income by informing participants before disclosure that the Municipality of Hormigueros has access to income information though HUD's UIV tools, such as social security benefits.

## **Tenant Assessment Subsystem (TASS)**

The Municipality of Hormigueros uses the Tenant Assessment Subsystem (TASS) to verify Social Security/Supplemental Security Income (SS/SSI) benefits of current participants and household members, as an Upfront Income Verification (UIV) tool.

The Social Security Administration provides HUD with benefits information on all current participants and household members who have disclosed a valid social security number. HUD makes this information available to administrators of Public Housing and Section 8 Programs through TASS and UIV systems.

### **Third Party Verification**

The Municipality of Hormigueros uses TASS to comply with 24CFR 960.259 (a)(1), which requires PHA to obtain and document in the family file third party verification of the following factors or document or in the file why third party verification was not available:

- Reported family annual income
- Value of assets
- Expenses related to deductions from annual income
- Other factors that affect the determination of adjusted income or income-based rent.

In an event that third party verification is not available; the Municipality of Hormigueros will document the tenant file as to why third party verification was not available. Below are some examples of acceptable file documentation:

1. New admission, information is not available in TASS.
2. New tenant, information is not available in TASS
3. Current tenant, information not available in TASS due to change in re-examination date.
4. Current tenant, information not available in TASS due to discrepancy with name, date of birth, or social security number in SSA file.
5. Current tenant, information not available in TASS, reason unknown.

### **Income Discrepancies**

If there any discrepancies between the TASS data and the information provided by family members, the Municipality of Hormigueros will discuss it with the participant and document it. Statutory and regulatory requirements prohibit the Municipality of Hormigueros from taking any adverse action against participants solely based on computer matching information. The Municipality of Hormigueros may not suspend, terminate, reduce, or make a final denial of assistance to any tenant as a result of information produced by UIV tools, such as TASS, until:

1. Tenant has received a notice from Municipality of Hormigueros of its findings and has been offered the opportunity to reply the findings;
2. Either the notice period provided in applicable regulations of the program or 30 days, whichever is later, has expired.

In most cases, it is anticipated that PHA will resolve income discrepancies with participants. (see 24 CFR 5.236).

In those cases, where there is undisclosed income the Municipality of Hormigueros will consider the following aspects:

- Repayments agreements
- Thresholds for legal action related to fraud
- Interim reexamination thresholds

### **Availability of Income information**

The availability of social security benefit information in HUD system is dependent upon data quality and timely submission of HUD Form 50058 to the Public and Indian Housing Information Center (PIC). The Municipality of Hormigueros will ensure that the data entered on HUD Form 50058 is accurate and complete. If the family's HUD Form 50058 is not successfully submitted to PIC, social security benefit information will not be available in HUD income verification systems.

While the TASS system will be an excellent tool for highlighting potential income error, the Municipality of Hormigueros will still has the responsibility to:

- Compare TASS information with participant-provided information
- Resolve income discrepancies promptly to determine accurate tenant rents based on all available information.

In addition, the Municipality of Hormigueros will be responsible for:

- Maintaining a current form HUD – 9886 in each HCV applicant's and participant's file.
- Ensuring that TASS data is stored in places that are physically secure from access by unauthorized persons.

# **VISTAS PUBLICAS**

**2005-2006**

## **Orientación, Programa y Taller de Metas y Obietivos sobre el Desarrollo del Plan Anual**

El Honorable Alcalde, Pedro J. García Figueroa del Municipio de Hormigueros, reconociendo las necesidades de la comunidad, se propone comenzar la preparación del Plan Anual para el año fiscal 2005-2006 bajo la Ley de<sup>v</sup> Vivienda de los Estados Unidos de 1937 (U.S.H.A.) según enmendada por el Acta de Responsabilidad de Trabajo y Vivienda Adecuada de 1998 (Quality Work & Housing Responsibility Act of 1998), del Departamento de Vivienda Federal y Desarrollo Urbano (H.U.D.).

Fecha: 15 de marzo de 2006

Hora: 10:00 a.m

Lugar: Legislatura Municipal

Nelly Ramos:

Para propósito de récord son las 10:16 de la mañana y daremos comienzo a esta vista pública. A nombre de la administración municipal y del Alcalde Honorable Pedro J. Garcia, les damos la más cordial bienvenida.

El propósito de esta vista pública es presentar el Plan Anual del programa de vivienda según lo requiere la Administración de Vivienda Federal, en cumplimiento con el plan de participación ciudadana. Les dejo en este momento con la señora Ana Beneján, que les hablará del programa de subsidio de vivienda, sus metas y objetivos.

En la vista pública se discutieron los siguientes asuntos:

1. Orientar a los participantes del programa de sección 8 y al público en general sobre el contenido de las Leyes aprobadas por el Congreso incluyendo los pasos necesarios para llevar a cabo con éxito la preparación del Plan Anual.
2. Delinear las metas y objetivos de como el Municipio atenderá las necesidades de las familias de bajos ingresos, alquilar una vivienda que sea segura, higienica y decente en el mercado privado.

