

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

City of Tucson and Pima County Consortium Plans

PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009
Annual Plan for PHA Fiscal Year 2007
(City of Tucson Fiscal Year 2008)

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

PHA Plan Agency Identification

PHA Name: City of Tucson/Community Services Department

PHA Number: AZ004
AZ033

PHA Fiscal Year Beginning: (mm/yyyy) 07/01/2007

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: (state mission here)
To improve the quality of life for the citizens of Tucson and the greater Pima County area through housing and community services which strengthen and enhance the social, economic, and physical environment, especially for low-income families and individuals.

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
The PHA has a goal to reduce turnover score to 30 days
 - Leverage private or other public funds to create additional housing opportunities: Awarded a HOPE VI grant in May 2004
 - Acquire or build units or developments
 - Other (list below)
 - Commit to one for one replacement of public housing units
 - Promote scattered site development throughout the community
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score 86/90)
 - Improve voucher management: (SEMAP score)

- Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
One for one replacement of units disposed under the MLK HOPE VI grant
 - Provide replacement vouchers:
 - Other: (list below)
- PHA Goal: Increase assisted housing choices
- Objectives:
- Provide voucher mobility counseling:
 - Conduct outreach efforts to potential voucher landlords
 - Increase voucher payment standards
 - Implement voucher homeownership program:
 - Implement public housing or other homeownership programs:
 - Implement public housing site-based waiting lists:
Site-based waiting list currently exists at Posadas Sentinel. A site-based waiting list will be implemented at the new HOPE VI site, the Martin Luther King Building (construction to be completed September 2009)
 - Convert public housing to vouchers:
 - Other: (list below)

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

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

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- Increase the number and percentage of employed households in assisted housing:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)
 - Provide homeownership opportunities under the Section 8 Homeownership Program.
 - Recruit additional public housing residents to participate in ROSS job training programs.

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

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

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2007
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

- High Performing PHA**
- Small Agency (<250 Public Housing Units)**
- Administering Section 8 Only**

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

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

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

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

Table of Contents

	<u>Page #</u>
Annual Plan	
i. Executive Summary	1
ii. Table of Contents	1
1. Housing Needs	5
2. Financial Resources	13
3. Policies on Eligibility, Selection and Admissions	15

4. Rent Determination Policies	24
5. Operations and Management Policies	29
6. Grievance Procedures	30
7. Capital Improvement Needs	31
8. Disposition	33
9. Designation of Housing	34
10. Conversions of Public Housing	35
11. Homeownership	37
12. Community Service Programs	39
13. Crime and Safety	42
14. Pets (Inactive for January 1 PHAs)	44
15. Civil Rights Certifications (included with PHA Plan Certifications)	44
16. Fiscal Audit	45
17. Asset Management	45
18. Other Information	45

Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration Attachment A
- FY 2007 Capital Fund Program Annual Statement Attachment B
- 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 2007 Capital Fund Program 5 Year Action Plan Attachment B
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
 - Attachment C Flat Rent Schedule
 - Attachment D Pet and Service Animal Policy
 - Attachment E Definition of Substantial Deviation and Significant Amendment or Modification
 - Attachment F Description of Implementation of Community Services Requirements
 - Attachment G Resident Membership on the Governing Board
 - Attachment H Membership of the Resident Advisory Board
 - Attachment I Section 8 Homeownership Capacity Statement
 - Attachment J Statement of Submission of Joint Plans by Consortia
 - Attachment K Provisions For Violence Against Women's Act (VAWA)

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
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Section 8 rent determination (payment standard) policies <input checked="" 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 checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency

	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	24,571	5	5	3	4	3	3
Income >30% but <=50% of AMI	20,344	5	4	3	4	3	3
Income >50% but <80% of AMI	26,557	4	3	3	3	2	2
Elderly	16,012	N/A	N/A	N/A	N/A	N/A	N/A
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
White	641,886	N/A	N/A	N/A	N/A	N/A	N/A
Black	25,881	N/A	N/A	N/A	N/A	N/A	N/A
Hispanic	291,359	N/A	N/A	N/A	N/A	N/A	N/A
Native American	27,851	N/A	N/A	N/A	N/A	N/A	N/A
Asian	21,706	N/A	N/A	N/A	N/A	N/A	N/A

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2006-2010 (Table 23)
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year: 2005
- 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	1477		301
Extremely low income <=30% AMI	1152	78%	
Very low income (>30% but <=50% AMI)	295	20%	
Low income (>50% but <80% AMI)	30	2%	
Families with children	1050	71%	
Elderly families	103	7%	
Families with Disabilities	177	12%	

Housing Needs of Families on the Waiting List			
Race/ethnicity (White)	1255	85%	
Race/ethnicity (Black)	147	10%	
Race/ethnicity (American Indian)	59	4%	
Race/ethnicity (Asian)	18	1%	
Characteristics by Bedroom Size (Public Housing Only)			
	# of Families (1477)	% of Total Families	
1BR/0BR	494	33%	
2 BR	595	40%	
3 BR	261	18%	
4 BR	114	8%	
5 BR	11	1%	
5+ BR	2	< 1%	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input checked="" type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction: Posadas Sentinel			
	# of families	% of total families	Annual Turnover
Waiting list total	108		9
Extremely low income <=30% AMI	81	75%	
Very low income (>30% but <=50% AMI)	27	25%	

Housing Needs of Families on the Waiting List			
Low income (>50% but <80% AMI)	0	0%	
Families with children	105	97%	
Elderly families	1	1%	
Families with Disabilities	2	2%	
Race/ethnicity (White)			
Race/ethnicity (Black)			
Race/ethnicity (Native American)			
Race/ethnicity (Asian)			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	0		
2 BR	68		
3 BR	25		
4 BR	15		
5 BR	0		
5+ BR	0		
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance
- Public Housing
- Combined Section 8 and Public Housing
- Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	3456		346
Extremely low income <=30% AMI	2288	66%	
Very low income (>30% but <=50% AMI)	1089	32%	
Low income (>50% but <80% AMI)	58	2%	
Families with children	2264	65%	
Elderly families	518	15%	
Families with Disabilities	491	14%	
Race/ethnicity (White)	2087	60%	
Race/ethnicity (Black)	311	9%	
Race/ethnicity (American Indian)	173	5%	
Race/ethnicity (Asian)	35	1%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

Housing Needs of Families on the Waiting List

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

If yes:

How long has it been closed (# of months)? 12 months

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

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

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

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

Select all that apply

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

- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below) Utilize Pima County Housing Search.org, a county wide search tool for locating affordable housing units

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 (including Silverbell Homes)
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel Section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the Section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below) Conduct landlord outreach to address issues related to fair housing

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2005 grants)		
a) Public Housing Operating Fund	3,334,620	
b) Public Housing Capital Fund	1,700,000	
c) HOPE VI Revitalization		
d) HOPE VI Disposition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	27,669,900	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
g) Resident Opportunity and Self-Sufficiency Grants	27,000	
h) Community Development Block Grant	57,860	Public Hsg Supportive Services & Section 8 Other
i) HOME		
Other Federal Grants (list below)	250,000	
Misc. Capacity		
Shelter Plus Care	691,030	Section 8 Other
Positive Housing Opportunities	165,320	Section 8 Other
Pathways	175,390	Section 8 Other
Housing Opportunities for People with AIDS (HOPWA)	520,950	Section 8 Other
Weed and Seed	125,000	Public Housing Other
2. Prior Year Federal Grants (unobligated funds only) (list below)		
HOPE VI Revitalization	6,729,060	Public Housing Capital Improvements
Public Housing Capital Fund	1,883,420	Public Housing Capital Improvements
Shelter Plus Care	927,320	Section 8 Other
Shelter Plus Care Partnership	717,130	Section 8 Other
Resident Opportunity and Self Sufficiency Grants	297,450	Public Housing Supportive Services
Housing Opportunities for People With Aids	76,780	Section 8 Other
Pathways	160,390	Section 8 Other
Positive Housing Opportunities	52,980	Section 8 Other
US Dept of Justice Weed & Seed	99,730	Public Housing Supportive Services
Community Development Block Grant	104,580	Public Housing Capital Improvements
Family Self Sufficiency Coordinator Grant	57,870	Section 8 other
3. Public Housing Dwelling Rental Income	2,822,630	Public Housing Operations
4. Other income (list below)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
4. Non-federal sources (list below)		
City General Fund Contribution	359,980	Public Housing Operations
Pima County Bonds	1,202,700	Public Housing Capital Improvements
South Park Program Income	931,200	Public Housing Supportive Services
City Land Sales Proceeds	1,728,410	Public Housing Capital Improvements
Misc. Rents/O & M Reimbursements	95,490	Public Housing Operations
Total resources	\$52,964,100	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) The PHA verifies eligibility for admission when there is a need to fill available vacant units.

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)
- Credit report to verify if debts owed to utility companies.

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

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

(2)Waiting List Organization

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

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

The Community Services Department may elect to hold a drawing (lottery) or other random choice technique to place applicants on the public housing waiting list

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

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

Posadas Sentinel Management Office (HOPE VI site)
 On-line on the City of Tucson Community Services Department web site

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

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

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

If yes, how many lists?

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

If yes, how many lists? Applicants may be on both the Conventional Public Housing and Posadas Sentinel waiting lists. If a resident is housed in one of these programs and are on the waiting list for the other, they must move out of the program prior to be housed in the other.

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

- PHA main administrative office

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

(3) Assignment

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

- One
- Two
- Three or More

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

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA: Primary Public Housing waiting list – applicants are dropped from the waiting list after refusing three units. Site-based waiting list – Applicant’s name is not placed on the bottom of the waiting list after the first refusal. Applicant has two choices before application is inactivated.

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
 - Involuntary Displacement (disaster or displaced by local government action)
 - Working families or families enrolled in a training or educational program
 - Elderly/Persons with a disability

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

b. How often must residents notify the PHA of changes in family composition?

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list)
Change in citizenship/eligible immigrant status

(6) Deconcentration and Income Mixing

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

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

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

Adoption of site based waiting lists
If selected, list targeted developments below:

Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

Employing new admission preferences at targeted developments
If selected, list targeted developments below:

Other (list policies and developments targeted below)

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

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

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

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

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

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

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

B. Section 8

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

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
 - Criminal and drug-related activity, more extensively than required by law or regulation
 - More general screening than criminal and drug-related activity (list factors below)
 - Other (list below)
- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (Either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
 - Other (describe below)
 - Upon written request, the PHA will provide prospective landlords with the family's current and prior address and the name and address of the landlords for these units. The PHA will also provide information that a prior eviction occurred, but not the reason for the eviction.

(2) Waiting List Organization

- A. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
 - Federal public housing
 - Federal moderate rehabilitation

- Federal project-based certificate program
- Other federal or local program (list below)

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

- PHA main administrative office
- Other (list below)
 - Electronic on-line submission
 - Post Office

(3) Search Time

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

If yes, state circumstances below:

To expand housing opportunities for low-income individuals/families, disabled persons/families and to provide for reasonable accommodation as needed.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

1 Date and Time

Former Federal preferences

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

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

- Date and time of application
- Drawing (lottery) or other random choice technique

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

- This preference has previously been reviewed and approved by HUD
 The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

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

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare

rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

- For the earned income of a previously unemployed household member
 For increases in earned income
 Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

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

- For household heads
 For other family members
 For transportation expenses
 For the non-reimbursed medical expenses of non-disabled or non-elderly families
 Other (describe below)

e. Ceiling rents

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

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

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

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

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

- Market comparability study
 Fair market rents (FMR)
 95th percentile rents
 75 percent of operating costs
 100 percent of operating costs for general occupancy (family) developments
 Operating costs plus debt service
 The "rental value" of the unit
 Other (list below)
Maximum rent information received from the AZ Dept of Housing

f. Rent re-determinations:

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

- Never
 At family option
 Any time the family experiences an income increase
 Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
 Other (list below)
• Loss/start of a job
• Changes in source of income

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

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

(2) Flat Rents

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

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

Attachment C reflects the changes approved by the Board of Commissioners on December 12, 2006.

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) Payment standards will be reviewed mid year to determine success of voucher holders.

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

The PHA is comprised of two divisions – the Housing Management Division for Public Housing and the Housing Assistance Division for Housing Choice Voucher (HCV) and other rent subsidy programs, within the Community Services Department of the City of Tucson, Arizona. These two divisions of the Department serve as the PHA.

The City of Tucson PHA manages and administers funding for the Housing Choice Voucher Program on a county-wide basis. The authority to do so is granted from the County to the City in the form of an Intergovernmental Agreement (IGA).

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

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	1505	218
Section 8 Vouchers	4575	457
Section 8 Certificates	0	0
Section 8 Mod Rehab	110	11
Special Purpose Section 8 Certificates/Vouchers (list individually)	Mainstream 50	30
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A

Other Federal Programs(list individually)		
HOPWA	30	6
PHOP	15	5
SPC	174	40
SHP	32	6

C. Management and Maintenance Policies

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

- (1) Public Housing Maintenance and Management: (list below)
The Admissions and Continued Occupancy Plan (ACOP) states the policies that govern management and maintenance of public housing. The policies also include prevention measures such as inspections. The ACOP outlines the procedures used to prioritize and complete work orders. The Dwelling Lease, Part II, also outlines procedures regarding prevention and work order completion.
- (2) Section 8 Management: (list below)
The Administrative Plan outlines policies that govern management of Section 8 Programs.

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 Attachment B

-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 Attachment B

-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: Martin Luther King HOPE VI
2. Development (project) number: AZ004005
3. Status of grant: (select the statement that best describes the current status)
 - Revitalization Plan under development
 - Revitalization Plan submitted, pending approval
 - Revitalization Plan approved
 - Activities pursuant to an approved Revitalization Plan underway

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

- Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
If yes, list developments or activities below:
Martin Luther King Apartments plus replacement units to be located at Silverbell Homes

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

1. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No",

skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

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

Demolition/Disposition Activity Description	
1a. Development name:	Martin Luther King Apartments
1b. Development (project) number:	AZ20P004005
2. Activity type:	Demolition <input 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>(11/20/06)</u>
5. Number of units affected:	96
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: Construction to start March 2008 b. Projected end date of activity: Construction completed September 2009

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

[24 CFR Part 903.7 9 (i)]

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

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete

one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

completing streamlined submissions may skip to component 11.)

2. Activity Description

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

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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)
- Part of the development
- Total development

B. Section 8 Tenant Based Assistance

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

2. Program Description:

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

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

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

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 05/13/98

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

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)
 - TANF agency staff sit on PHA's Self Sufficiency Advisory Board

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Family Self-Sufficiency</i>	<i>200</i>	<i>Criteria</i>	<i>PHA Main Office</i>	<i>PH & Section 8</i>
<i>Service Referral</i>	<i>529</i>	<i>None</i>	<i>Elderly/Disabled Housing Complexes (Our Family Services)</i>	<i>PH Elderly/Disabled</i>
<i>Transportation/Recreation & Health Literacy Program through Lutheran Social Ministry of the Southwest (LSMS)</i>	<i>529</i>	<i>None</i>	<i>Elderly/Disabled Housing Complexes (LSMS)</i>	<i>PH Elderly/Disabled</i>
<i>HOPE VI Program at Martin Luther King Apartments - Wellness Services – UA Mobile Clinic</i>	<i>96</i>	<i>None</i>	<i>Elderly/Disabled Housing Complexes (Various Agencies)</i>	<i>MLK HOPE VI</i>

- <i>Employment Training – RISE</i> - <i>Computer Training – LSMS</i> - <i>Homeownership Counseling</i> - <i>Fitness Instruction – LSMS</i> - <i>Intergenerational Activities – LSMS</i> - <i>Socialization Activities – LSMS</i>				
<i>Financial Literacy Workshops & Counseling</i>	30	None	<i>Pio Decimo Center</i>	<i>PH & Section 8</i>
<i>Homeownership Counseling & Training</i>	15	None	<i>Family Housing Resources, Inc.</i>	<i>PH & Section 8</i>
<i>ROSS Grant for Elderly/Disabled through Lutheran Social Ministries of the Southwest – Fitness, Nutrition, Socialization, and Instructional Forums</i>	529	None	<i>Elderly/Disabled Housing Complexes (LSMS)</i>	<i>PH Elderly/Disabled Residents</i>

Lutheran Social Ministry of the Southwest has been awarded a 3-year ROSS grant in the amount of \$375,000 to provide daily living/recreation/group transportation and Health Literacy education to the Elderly/Disabled public housing population. LSMS expects to have this grant program up and running no later than 7/1/07.

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2007 Estimate)	Actual Number of Participants (As of: 02/05/2007)
Public Housing	0	74
Housing Choice Voucher	117 less 91 graduates for a revised total of 26.	73

b. Yes No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?

If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- Adopting appropriate changes to the PHA’s public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination

- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)
 - Results from the 2006 HUD Resident Assessment Survey (RASS)

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

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

- Other (describe below)
- Results from the 2006 HUD Resident Assessment Survey (RASS)

3. Which developments are most affected? (list below)
Southland (AZ16P004026), Norris (AZ16P004024), Edith (AZ20P004004),
Pastime (AZ20P004004)

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

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)
- Working with Tucson Police Department to provide extra security at designated locations
 - Continued promotion of the Police Officers in Residence Program

2. Which developments are most affected? (list below)
Tucson House (AZ16P004048), South Park (AZ20P004055), Posadas Sentinel (AZ20P004051 & AZ20P004052)

C. Coordination between PHA and the police

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)
- In accordance with 24 CFT Parts 950 and 960 titled "Public and Indian Housing Exemption from Eligibility Requirements for Police Officers and Security Personnel", the PHA has had 10 public housing units occupied by

Tucson Police Officers located at various multi-unit family sites throughout the community.

- Ongoing Weed and Seed grant activities at Kennedy Homes located in the South Park Neighborhood.
- Use of Capital Fund Program monies to pay for additional police officer presence at Tucson House (AZ004048).

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

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

The Weed and Seed programs focus activities in the area of neighborhoods surrounding South Park (AZ20P004055).

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

D. Additional information as required by PHDEP/PHDEP Plan

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

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

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

Pet and Service Animal Policy

See Attachment D

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

Attached at Attachment (File name)

Provided below:

Comments from RAB:

1. There should be two Resident Serving on Board of Commissioners. One from the Public Housing program and one from the Section 8 program.
2. We should post notice in newspaper regarding the upcoming election since not everyone understands the notice that goes out.
3. We received positive comments regarding a site-based waiting list for the new MLK building.
4. Received positive comments that we planned to use Capital Grant funds to replace hallway carpets at Tucson House.
5. Received positive comments regarding the use of Capital Grant funds to pay for off duty police officers at Tucson House.
6. Supported the inclusion of the VAWA policy.

Comments from Public Housing resident meeting:

We were asked to clarify the VAWA policy regarding situations where the abuser discovers victim's new address.

We were asked about how long applicants must wait to receive housing.

We were asked if disabled persons could participate in FSS.

We received positive comments regarding ROSS grant activities.

Questions regarding the upcoming election of the resident to serve on the Board of Commissioners - when are the meetings and where are they held. A comment was made that there should be a commissioner from each program.

We were asked about having more information available in Spanish.

A question regarding our Grievance Procedure came up. The process was explained in detail.

Other items regarding the day-to-day operations were discussed.

Comments from Section 8 Resident Meeting

A comment was made that suggested more meetings be held to discuss tenant rights and landlord issues.

We were asked and comments were made about VAWA.

We received comments relating to rent amounts.

It was suggested that the Resident Advisory Board representative could attend tenant meetings to discuss issues.

Received comments relating to the Resident on the Board and the ongoing recruitment/election process.

Positive comments about Section 8 program and hopes that the program will continue.

Question about how to serve more clients and when that might occur.

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:

In the Brief Statement of Progress section, the fair housing statement had added language to insure equal opportunity with regard to sexual orientation/sexual identity.

The Service Animal Policy was revised to clarify that size limits are waived for all service animals, clarifying responsibilities could be assigned to a designee, not limiting certain areas from all service animals, and developing a more generic accommodations request form.

- 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.)

Term for current resident serving on the PHA Board expires 6/30/07.
Elections for new resident to serve take place May/June 2007.

3. Description of Resident Election Process

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

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)
 - All head of households receiving public housing and tenant-based assistance.

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

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

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

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
 - Provide homeownership opportunities for first-time buyers, particularly for families with low and moderate incomes.
 - Provide assisted rental housing opportunities to extremely low, very low and low-income elderly, families, homeless, and other persons

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

Other: (list below)

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

The City and County produced an Action Plan for their first Analysis of Impediments (AI) to Fair Housing in 1998 and expanded it in 1999 to include a specific strategy and budget. The AI was developed with an advisory committee made up of individuals and agencies in the community who represent protected classes and minorities. The AI contains an Action Plan, which includes testing for discrimination, public education, and project and program innovations to increase the availability of housing services to all residents of the community.

The AI lists impediments to fair housing and includes action plans to address each impediment. The actions undertaken by the City are incorporated in the Agency's annual plan. The plan was last updated in 2004.

D. Other Information Required by HUD

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

- A. Implementation of Violence Against Women's Act
Changes to ACOP found in Attachment K

Attachments

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

Brief Statement of Progress in Meeting Five-Year Mission and Goals

The City of Tucson/Pima County PHA Plan Consortium demonstrated significant progress in meeting its Five-Year Mission and Goals. In the third year of the Agency Plan, the City of Tucson/Pima County PHA Plan Consortium successfully implemented key projects and actions supporting City/County goals. These initiatives include the following:

Expand the supply of assisted housing

- Apply for additional rental vouchers:
The Housing Authority was awarded 38 Housing Choice Vouchers through the Martin Luther King/Depot Plaza HOPE VI grant.
- Reduce public housing vacancies:
45 days 2004, 37 days for 2005, 40 days for 2006
- Leverage private or other public funds to create additional housing opportunities:
The Housing Authority has received Low Income Housing Tax Credits for the Depot Plaza HOPE VI project. Depot Plaza Investors, LLC, an Oregon limited liability company, is partnering with the City in the redevelopment project.
- Acquire or build units or developments:
The City of Tucson will demolish the Martin Luther King Building, will build 68 of the 96 units back on the main site, and will construct 28 units at a second location.
- Commit to one for one replacement of public housing units:
The City of Tucson will replace the 96 units at the Martin Luther King Building.

Improve the quality of assisted housing

- Improve public housing management: (PHAS Score)
The City of Tucson received a score of 86 for 2006.
- Improve voucher management: (SEMAP Score)
The City and County Section 8 programs received a high performance rating for the fiscal year ending 6/30/06 – with a score of 96% for the City and 100% for the County.
- Increase customer satisfaction:
Resident surveys through RASS scores for 2006 received 9 points out of 10.

A Public Housing Maintenance survey was implemented this past year. Results from survey indicate that residents feel that the quality of the work is exceptional but residents would like a quicker response time.

In 2005, the Section 8 program received an 80% satisfaction rating on housing services as part of the annual survey mailed to participants. Additionally, a Director's Survey provided to clients coming into the office was conducted during the period of April-August 2005. The response from our clients indicated an overall satisfactory rating on staff's provision of services, responsiveness, and professionalism. Again in March 2007, another survey will be sent to program participants with less than one year on the program.

In 2006, the City of Tucson and Pima County teamed up to provide landlords and tenants with a free service which assists in locating qualified tenants and affordable housing units. The service provides the landlord the option of listing their rental properties and tenants/clients a broader range of affordable housing.

- Concentrate on efforts to improve specific management functions:
 - The HUD Asset Management Model is being implemented with the first step being the designation of Asset Management Projects (AMPs). The Housing Management Division has tracked costs at project and at unit level for several years. Property management functions were decentralized in July 1987. Each property management office is responsible for approximately 250 units (one office manages 408 units but all located within one building). Each management team consists of a project coordinator/manager who is responsible for the management of the property including lease enforcement, lease renewals, rent collection, and the physical maintenance of units; a housing agent who assists the project coordinator/manager; and a routine maintenance technician who responds to all maintenance calls for the assigned units. Maintenance technicians handling the rehabilitation of vacant units, physical plant operators, locksmiths, carpentry work all work out of a central warehouse plant. Applications and Eligibility functions remain centralized.
 - Use of the maintenance survey results to provide better customer service for all maintenance functions.
 - Accepted public housing applications through the Internet, which made process more accessible for clients as well as lessened time for initial data input for staff.
 - In 2006, the Housing Choice Voucher Program accepted online applications for approximately 2,500 of 5,521 applications.
 - In 2005, the Section 8 inspection process was streamlined to allow for quicker turnaround in the verification process for failed units by accepting an owner's certification for repairs in lieu of reinspection.

Plans for 2007 include conversion of the HQS inspection section to hand-held personal data assistants (PDAs) which will allow for inspections to be completed in the field and later downloaded into the main Section 8 housing software program. Automation of this function not only allows for maximizing of staff time and performance in the inspection area, but will also assist the lease and contract staff by shortening the time needed for completion of initial and annual recertifications.

Additionally, implemented a database of comparable units for rent reasonableness determinations. Criteria such as dollar/point values for amenities, type of unit, rent amount, location (zip code/census tract), size, age, and condition are compared to determining a unit's rent comparable score. Inspectors are able to select criteria for a rent comparability and print out at least three units for comparison. Utilizing this new method allows for determinations based solely on actual amenities (criteria) of the unit without discretionary influences on the outcome.

- Renovate or modernize public housing units:

The City of Tucson uses Capital Fund Program monies to continuously renovate public housing units. Projects for this past year included the installation of security doors, the renovation of bathrooms, replacing evaporative cooling with air conditioning, exterior painting, and erosion control.

- Demolish or dispose of obsolete public housing:
The City of Tucson received the Depot Plaza HOPE VI grant to dispose of the Martin Luther King building – a 96 unit building for elderly and disabled residents. All residents have been relocated with plans underway for construction of a new building.
- Increase housing choices and conduct outreach efforts to potential landlords:
HCV participant briefings and biannual outreach meetings for landlords encourage deconcentration of poverty and provide program updates.
- Increase voucher payment standards:
In 2007, payment standards were increased to adjust to the rising rental market and to increase the success rate of voucher holders. (Negotiated rents will continue to be regulated by rent reasonableness determinations.)
- Implement voucher homeownership program:
In 2005, two FSS participant families became homeowners, one family in 2006. FSS program staff continue to “make ready” other FSS participants for homeownership.

Provide an improved living environment

- Encourage community participation in the context of neighborhoods:
City of Tucson Community Services Department staff continues to participate in the “City Teams” which encourages City staff from various departments to work together to plan activities/projects, discuss concerns and solutions, and share information.
- Implement public housing security improvements:
Security doors were installed at both entrances on several public housing units located throughout the City. Additional lighting is being planned for an elderly/disabled housing complex.
- Improve communication between housing staff and participants of the program through resident meetings and newsletters:
Public Housing participants receive semi-annual newsletters that include information regarding new programs, new requirements, and how to receive resident services. Additional mailings include invitations to meetings, recruitment for the Resident Advisory Board, and various announcements. All information translated to Spanish. A ROSS Grant activity schedule is distributed monthly to elderly and disabled residents.

Annual newsletters are mailed to HCV participants and landlords, which include program updates, notices of upcoming meetings or training, and information on services provided by the Housing Authority. Quarterly landlord outreach meetings provide information and receive feedback from participants.
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
The City of Tucson manages the Posadas Sentinel development, which includes 60 units of public housing and 60 units of tax credit units.

Promote self-sufficiency and asset development of assisted households

- Increase the number and percentage of employed persons in households of assisted housing.
The Family Self-Sufficiency program continues to provide case management services, offers assistance with job training programs, and has a scholarship program to

provide assistance with tuition and books.

The City of Tucson continues to work in partnership with the Pima County One Stop to refer clients for skills assessment, training, and employment opportunities.

- Provide or attract supportive services to improve assisted recipients' employability:
The Family Self-Sufficiency Program provides case management services to connect FSS recipients with employment services in the community.

The Family Self-Sufficiency Program received CDBG Human Service funding to assist families in meeting their goals (education, job training, self-employment)

The City of Tucson received a ROSS Family grant to provide assistance with job training, assistance with childcare expenses, transportation expenses & education materials. The ROSS Family grant also provides services to assist residents with job retention and career advancement.

The City of Tucson contracted with RISE, Inc. to provide job-training opportunities to MLK HOPE VI residents.

- Provide or attract supportive services to increase independence for the elderly or families with disabilities:
The City of Tucson is serving as the Contract Administrator for a ROSS Elderly grant. This grant was awarded to the Lutheran Social Ministry of the Southwest and is serving our three elderly/disabled sites. Fitness, nutrition, socialization, and instructional forums are being offered in order to help promote independent living and a higher quality of life for participants.

Lutheran Social Ministry of the Southwest received a 2006 ROSS grant to provide transportation services and a health literacy program to residents of Tucson House, Craycroft Towers, and Lander Garden Apartments. The City of Tucson will again serve as the Contract Administrator for the grant.

The City of Tucson is offering various programs and services to the Martin Luther King residents through the 2004 HOPE VI grant.

Ensure equal opportunity and affirmatively further fair housing

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, disability, sexual orientation/sexual identity, sexual preference, and domestic partnership:

The City of Tucson has bilingual staff, provides oral and written information in Spanish, and regularly attends Fair Housing training. The City of Tucson works with Direct in providing accommodations for disabled participants.

Fair housing information and how to file concerns/complaints are explained at HCV briefings for new and existing participants.

Fair housing information is disseminated during landlord outreach briefings.

The City of Tucson/Pima County PHA Plan Consortium implemented the Violence Against Women Act. The policy which is to "protect certain victims of criminal domestic violence, dating violence, sexual assault, or stalking – as well as members of the victims' immediate families – from losing their HUD – assisted housing as a result of the abuse of which they were the victim" can be found both in Section 8's Administrative Plan and Public Housing's Admission and Continued Occupancy Policy.

The City of Tucson/Pima County PHA Plan Consortium also implemented the Enterprise Income Verification (EIV) System to obtain Upfront Income Verification (UIV). The EIV system is intended to provide a single source of income-related data to the PHA for use in verifying income. EIV system assists the PHA in the upfront verification of tenant income by comparing the tenant income data obtained from various sources. An EIV Security Policy has also been adopted.

The current term of the resident on the PHA Board of Commissioners is due to expire in July 2007. PHA staff is preparing for the upcoming election process. The new Board member will be selected and elected by the residents of public housing and participants of the HCV program. Those eligible will be head of households receiving either public housing or tenant based assistance. They may be nominated by other adult recipients or they may self nominate. The election process will be monitored by several outside agencies.

ATTACHMENT A

DE-CONCENTRATION POLICY

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

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

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

DE-CONCENTRATION INCENTIVES

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

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

OFFER OF A UNIT

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

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

The family will be offered the opportunity to view the unit. After the unit has been viewed, the family will have two (2) business days to accept or reject the unit. This verbal offer and the family's decision must be documented in the tenant file. If the

family rejects the offer of the unit. The Public Housing Authority will send the family a letter documenting the offer and the rejection.

REJECTION OF UNIT

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

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

DECONCENTRATION POLICY FOR COVERED DEVELOPMENTS

PROJECT	# OF UNITS	EXPLANATION	DECONCENTRATION POLICY
4-26	30	Single family units, duplexes, a triplex and fourplexes on 9 sites	N/A
4-51/4-52	58	FSS requirement to live at this site. Participants must be employed so income at this site is higher.	N/A
4-55	28	Duplex, triplex and fiveplex on 10 sites. Added handicap units during HOPE VI so more residents in	NA
		project on SS/SSI.	

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

PHA Name: City of Tucson - Community Services Department	Capital Fund Grant Number AZ20P004501-07	FYY of Grant Approval 2007
--	--	--------------------------------------

Original Annual Statement Reserve for Diasters/Emergencies Revised Annual Statement/Revision No. _____
 Final Performance and Evaluation Report Performance and Evaluation Report for Period Ending _____

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds	0	0		
2	1406 Operations (May not exceed 10% of line 20)	161,887	0		
3	1408 Management Improvements	68,000	0		
4	1410 Administration	161,887	0		
5	1411 Audit	0	0		
6	1415 Liquidated Damages	0	0		
7	1430 Fees and Costs	103,000	0		
8	1440 Site Acquisition	0	0		
9	1450 Site Improvement	180,000	0		
10	1460 Dwelling Structures	447,000	0		
11	1465.1 Dwelling Equipment - Nonexpendable	91,000	0		
12	1470 Nondwelling Structures	0	0		
13	1475 Nondwelling Equipment	60,000	0		
14	1485 Demolition	0	0		
15	1490 Replacement Reserve	0	0		
16	1492 Moving to Work Demonstration	0	0		
17	1495.1 Relocation Costs	0	0		
18	1499 Development Activities	225,000	0		
19	1501 Collateralization Expenses or Debt Service	0	0		
20	1502 Contingency (may not exceed 8% of line 21)	121,105	0		
21	Amount of Annual Grant (Sum of lines 2 - 20)	1,618,879	0		
22	Amount of line 20 Related to LBP Activities	0	0		
23	Amount of line 20 Related to Section 504 Compliance	0	0		
24	Amount of line 20 Related to Security - Soft Cost	10,000	0		
25	Amount of line 20 Related to Security - Hard Cost	0	0		
26	Amount of line 20 Related to Energy Conservation	50,000	0		

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

PHA Name: City of Tucson - Community Services Department		Capital Fund Grant Number AZ20P004501-07		FY of Grant Approval 2007				
Development No. / Name HA Wide Activities	General Description of Major Work Categories	Devel. Acct #	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
AZ 4-3 Scattered Sites	Site landscaping / paving	1450	90%	5,000	0			
	Repair building components (roofs)	1460	5%	40,000	0			
	Equipment Replacement (refrig., ranges, evap coolers)	1465.1	5%	5,000	0			
AZ 4-4 Scattered Sites	Site landscaping / paving	1450	90%	5,000	0			
	Repair building components (roofs)	1460	5%	40,000	0			
	Equipment Replacement (refrig., ranges, evap coolers)	1465.1	5%	5,000	0			
AZ 4-5 MLK	Repair building components (mechanical equip.)	1460	0	0	0			
	Equipment Replacement (refrig., ranges)	1465.1	0	0	0			
	Development Activities (in support of HOPE VI project)	1499	10%	160,000	0			
AZ 4-55 RFK Homes	Site paving, lighting, landscaping	1450	20%	5,000	0			
	Repair building components (plumbing, painting)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ 4-8 Craycroft T.	Site paving, lighting, landscaping	1450	20%	5,000	0			
	Repair building components (plumbing, painting)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ4-12 & 17 Lander Apt.	Site paving, lighting, landscaping	1450	20%	5,000	0			
	Repair building components (plumbing, windows, painting)	1460	20%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ 4-15 Scattered Sites	Site landscaping / paving	1450	90%	20,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges, evap coolers)	1465.1	5%	5,000	0			
AZ 4-16 Scattered Sites	Site landscaping / paving	1450	90%	1,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges, evap coolers)	1465.1	5%	5,000	0			
AZ 4-21 Scattered Sites	Site landscaping / paving	1450	90%	5,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ 4-22 Scattered Sites	Site landscaping / paving	1450	90%	5,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ 4-23 Scattered Sites	Site landscaping / paving	1450	90%	5,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			

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

PHA Name: City of Tucson - Community Services Department		Capital Fund Grant Number AZ20P004501-07		FY of Grant Approval 2007				
Development No. / Name HA Wide Activities	General Description of Major Work Categories	Devel. Acct #	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
AZ 4-24 Scattered Sites	Site landscaping / paving	1450	90%	5,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ 4-25 Scattered Sites	Site landscaping / paving	1450	90%	5,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ 4-26 Scattered Sites	Site landscaping / paving	1450	90%	5,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ 4-44 Scattered Sites	Site landscaping / paving	1450	90%	5,000	0			
	Repair building components (roofs)	1460	5%	100,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ 4-45 Scattered Sites	Site landscaping / paving	1450	90%	5,000	0			
	Repair building components (roofs)	1460	5%	100,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ 4-46 Scattered Sites	Site landscaping / paving	1450	90%	5,000	0			
	Repair building components (roofs)	1460	5%	50,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ 4-48 Tucson House	Site landscaping / paving	1450	90%	3,000	0			
	Provide Police Patrol	1408	5%	10,000	0			
	Repair building components (toilets,doors, windows)	1460	5%	40,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	5,000	0			
AZ 4-49 Scattered Sites	Site landscaping / paving	1450	90%	1,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	1,000	0			
AZ 4-50 Scattered Sites	Site landscaping / paving	1450	90%	1,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	1,000	0			
AZ 4-51 Posadas Sentinel	Site landscaping / paving	1450	90%	1,000	0			
	Repair building components (roofs)	1460	5%	1,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	1,000	0			
AZ 4-52 Posadas Sentinel	Site landscaping / paving	1450	90%	1,000	0			
	Repair building components (roofs)	1460	5%	1,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	1,000	0			

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

PHA Name: City of Tucson - Community Services Department		Capital Fund Grant Number AZ20P004501-07		FY of Grant Approval 2007				
Development No. / Name HA Wide Activities	General Description of Major Work Categories	Devel. Acct #	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
AZ 4-53 Scattered Sites	Site landscaping / paving	1450	90%	1,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	1,000	0			
AZ 4-54 Scattered Sites	Site landscaping / paving	1450	90%	1,000	0			
	Repair building components (roofs)	1460	5%	5,000	0			
	Equipment Replacement (refrig., ranges)	1465.1	5%	1,000	0			
Administration	Administrative expense	1410		161,887	0			
HA Wide	Contingency Funds	1502		121,105	0			
	Site Improvements (landscaping, site lighting)	1450		80,000	0			
	Replace 2 housing units	1499		65,000	0			
	Non-Dwelling Equipment (Computer system expansion)	1475		60,000	0			
	Architectural Fees and Costs	1430		103,000	0			
Management	Resident initiative coordinator	1408		40,000	0			
	Resident Training / Family Self Sufficiency			10,000	0			
	Staff training			8,000	0			
Operations		1406	10%	161,887				
TOTAL				1,618,879	0	0	0	

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

PHA Name: City of Tucson - Community Services Department	Capital Fund Grant Number AZ20P004501-07	FY of Grant Approval 2007
--	--	-------------------------------------

Development No. / Name HA Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
AZ 4-3 Scattered Sites	3/30/08			9/30/09			
AZ 4-4 Scattered Sites	3/30/08			9/30/09			
AZ 4-5 MLK	3/30/08			9/30/09			
AZ 4-55 RFK Homes	3/30/08			9/30/09			
AZ 4-8 Craycroft Towers	3/30/08			9/30/09			
AZ4-12 & 17 Lander Apt.	3/30/08			9/30/09			
AZ 4-15 Scattered Sites	3/30/08			9/30/09			
AZ 4-16 Scattered Sites	3/30/08			9/30/09			
AZ 4-21 Scattered Sites	3/30/08			9/30/09			
AZ 4-22 Scattered Sites	3/30/08			9/30/09			
AZ 4-23 Scattered Sites	3/30/08			9/30/09			
AZ 4-24 Scattered Sites	3/30/08			9/30/09			
AZ 4-25 Scattered Sites	3/30/08			9/30/09			
AZ 4-26 Scattered Sites	3/30/08			9/30/09			
AZ 4-44 Scattered Sites	3/30/08			9/30/09			
AZ 4-45 Scattered Sites	3/30/08			9/30/09			
AZ 4-46 Scattered Sites	3/30/08			9/30/09			
AZ 4-48 Tucson House	3/30/08			9/30/09			
AZ 4-49 Scattered Sites	3/30/08			9/30/09			
AZ 4-50 Scattered Sites	3/30/08			9/30/09			
AZ 4-51 Posadas Sentinel	3/30/08			9/30/09			
AZ 4-52 Posadas Sentinel	3/30/08			9/30/09			
AZ 4-53 Scattered Sites	3/30/08			9/30/09			
AZ 4-54 Scattered Sites	3/30/08			9/30/09			
Administration	3/30/08			9/30/09			
HA Wide	3/30/08			9/30/09			
Management	3/30/08			9/30/09			
Operations	3/30/08			9/30/09			

Capital Fund Program Five Year Action Plan
Part I: Summary

PHA Name:

City of Tucson - Community Services Department

Original 5-Year Plan

Revision No. _____

Development Number / Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 50108 PHA FY: 2008	Work Statement for Year 3 FFY Grant: 50109 PHA FY: 2009	Work Statement for Year 4 FFY Grant: 50110 PHA FY: 2010	Work Statement for Year 5 FFY Grant: 50111 PHA FY: 2011
AZ 4-3 Scattered Sites		40,000	40,000	40,000	40,000
AZ 4-4 Scattered Sites	See	40,000	40,000	40,000	40,000
AZ 4-5 MLK		-	-	-	-
AZ 4-8 Craycroft T.	Annual	40,000	40,000	40,000	40,000
AZ4-12 & 17 Lander Apts.	Statement	40,000	40,000	40,000	40,000
AZ 4-15 Scattered Sites		40,000	40,000	40,000	40,000
AZ 4-16 Scattered Sites		35,000	35,000	35,000	35,000
AZ 4-21 Scattered Sites		40,000	40,000	40,000	40,000
AZ 4-22 Scattered Sites		40,000	40,000	40,000	40,000
AZ 4-23 Scattered Sites		40,000	40,000	40,000	40,000
AZ 4-24 Scattered Sites		20,000	20,000	20,000	20,000
AZ 4-25 Scattered Sites		20,000	20,000	20,000	20,000
AZ 4-26 Scattered Sites		20,000	20,000	20,000	20,000
AZ 4-44 Scattered Sites		60,000	60,000	60,000	60,000
AZ 4-45 Scattered Sites		60,000	60,000	60,000	60,000
AZ 4-46 Scattered Sites		20,000	20,000	20,000	20,000
AZ 4-48 Tucson House		70,000	70,000	70,000	70,000
AZ 4-49 Scattered Sites		20,000	20,000	20,000	20,000
AZ 4-50 Scattered Sites		20,000	20,000	20,000	20,000
AZ 4-51 Posadas Sentinel		20,000	20,000	20,000	20,000
AZ 4-52 Posadas Sentinel		20,000	20,000	20,000	20,000
AZ 4-53 Scattered Sites		20,000	20,000	20,000	20,000
AZ 4-54 Scattered Sites		20,000	20,000	20,000	20,000

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

PHA Name: City of Tucson - Community Services Department				<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No. _____	
Development Number / Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 50108 PHA FY: 2008	Work Statement for Year 3 FFY Grant: 50109 PHA FY: 2009	Work Statement for Year 4 FFY Grant: 50110 PHA FY: 2010	Work Statement for Year 5 FFY Grant: 50111 PHA FY: 2011
Physical Improvements Subtotal		745,000	745,000	745,000	745,000
Management Improvements		70,000	70,000	70,000	70,000
HA-Wide Nondwel. Struct. & Equip.		256,311	256,311	256,311	256,311
Administration		161,887	161,887	161,887	161,887
Other (Acct #'s 1411,15,30,40,95 & 1502)		170,000	170,000	170,000	170,000
Operations		161,887	161,887	161,887	161,887
Demolition		-	-	-	-
Replacement reserve		-	-	-	-
Mod Used for Development		53,794	53,794	53,794	53,794
CFP Funds Listed for 5-year planning		-	-	-	-
Replacement Housing Factor Funds		-	-	-	-
Total CFP Estimated Cost		\$ 1,618,879	\$ 1,618,879	\$ 1,618,879	\$ 1,618,879

Capital Fund Program Five Year Action Plan
Part II: Supporting Pages

PHA Name:
City of Tucson - Community Services Department

Activities for Year 1	Activities for Year 2 FFY Grant 50108 PHA FFY 08			Activities for Year 3 FFY Grant 50109 PHA FFY 09		
	Development Number / Name	Major Work Categories	Estimated Cost	Development Number / Name	Major Work Categories	Estimated Cost
See	AZ 4-3 Scattered Sites	Landscaping, Site	10,000	AZ 4-3 Scattered Sites	Landscaping, Site	10,000
		Equipment replacement	10,000		Equipment replacement	10,000
		Repair building components	20,000		Repair building components	20,000
See	AZ 4-4 Scattered Sites	Landscaping, Site	10,000	AZ 4-4 Scattered Sites	Landscaping, Site	10,000
		Equipment replacement	10,000		Equipment replacement	10,000
		Repair building components	20,000		Repair building components	20,000
See	AZ 4-5 MLK	Equipment replacement	-	AZ 4-5 MLK	Equipment replacement	-
		Repair building components	-		Repair building components	-
Annual	AZ 4-8 Craycroft T.	Equipment replacement	20,000	AZ 4-8 Craycroft T.	Equipment replacement	20,000
		Repair building components	20,000		Repair building components	20,000
Annual	AZ4-12 & 17 Lander Apts.	Equipment replacement	20,000	AZ4-12 & 17 Lander Apts.	Equipment replacement	20,000
		Repair building components	20,000		Repair building components	20,000
Annual	AZ 4-15 Scattered Sites	Equipment replacement	20,000	AZ 4-15 Scattered Sites	Equipment replacement	20,000
		Repair building components	20,000		Repair building components	20,000
Annual	AZ 4-16 Scattered Sites	Equipment replacement	20,000	AZ 4-16 Scattered Sites	Equipment replacement	20,000
		Repair building components	15,000		Repair building components	15,000
Statement	AZ 4-21 Scattered Sites	Equipment replacement	20,000	AZ 4-21 Scattered Sites	Equipment replacement	20,000
		Repair building components	20,000		Repair building components	20,000
Statement	AZ 4-22 Scattered Sites	Equipment replacement	20,000	AZ 4-22 Scattered Sites	Equipment replacement	20,000
		Repair building components	20,000		Repair building components	20,000
Statement	AZ 4-23 Scattered Sites	Equipment replacement	20,000	AZ 4-23 Scattered Sites	Equipment replacement	20,000
		Repair building components	20,000		Repair building components	20,000
Statement	AZ 4-24 Scattered Sites	Equipment replacement	10,000	AZ 4-24 Scattered Sites	Equipment replacement	10,000
		Repair building components	10,000		Repair building components	10,000
Statement	AZ 4-25 Scattered Sites	Equipment replacement	10,000	AZ 4-25 Scattered Sites	Equipment replacement	10,000
		Repair building components	10,000		Repair building components	10,000
Statement	AZ 4-26 Scattered Sites	Equipment replacement	10,000	AZ 4-26 Scattered Sites	Equipment replacement	10,000
		Repair building components	10,000		Repair building components	10,000
	Subtotal of Estimated Cost		415,000	Subtotal of Estimated Cost		415,000

**Capital Fund Program Five Year Action Plan
Part II: Supporting Pages**

PHA Name:
City of Tucson - Community Services Department

Activities for Year 4 FFY Grant 50110 PHA FFY 10			Activities for Year 5 FFY Grant 50111 PHA FFY 11		
Development Number / Name	Major Work Categories	Estimated Cost	Development Number / Name	Major Work Categories	Estimated Cost
AZ 4-3 Scattered Sites	Landscaping, Site	10,000	AZ 4-3 Scattered Sites	Landscaping, Site	10,000
	Equipment replacement	10,000		Equipment replacement	10,000
	Repair building components	20,000		Repair building components	20,000
AZ 4-4 Scattered Sites	Landscaping, Site	10,000	AZ 4-4 Scattered Sites	Landscaping, Site	10,000
	Equipment replacement	10,000		Equipment replacement	10,000
	Repair building components	20,000		Repair building components	20,000
AZ 4-5 MLK	Equipment replacement	-	AZ 4-5 MLK	Equipment replacement	-
	Repair building components	-		Repair building components	-
AZ 4-8 Craycroft T.	Equipment replacement	20,000	AZ 4-8 Craycroft T.	Equipment replacement	20,000
	Repair building components	20,000		Repair building components	20,000
AZ4-12 & 17 Lander Apts.	Equipment replacement	20,000	AZ4-12 & 17 Lander Apts.	Equipment replacement	20,000
	Repair building components	20,000		Repair building components	20,000
AZ 4-15 Scattered Sites	Equipment replacement	20,000	AZ 4-15 Scattered Sites	Equipment replacement	20,000
	Repair building components	20,000		Repair building components	20,000
AZ 4-16 Scattered Sites	Equipment replacement	20,000	AZ 4-16 Scattered Sites	Equipment replacement	20,000
	Repair building components	15,000		Repair building components	15,000
AZ 4-21 Scattered Sites	Equipment replacement	20,000	AZ 4-21 Scattered Sites	Equipment replacement	20,000
	Repair building components	20,000		Repair building components	20,000
AZ 4-22 Scattered Sites	Equipment replacement	20,000	AZ 4-22 Scattered Sites	Equipment replacement	20,000
	Repair building components	20,000		Repair building components	20,000
AZ 4-23 Scattered Sites	Equipment replacement	20,000	AZ 4-23 Scattered Sites	Equipment replacement	20,000
	Repair building components	20,000		Repair building components	20,000
AZ 4-24 Scattered Sites	Equipment replacement	10,000	AZ 4-24 Scattered Sites	Equipment replacement	10,000
	Repair building components	10,000		Repair building components	10,000
AZ 4-25 Scattered Sites	Equipment replacement	10,000	AZ 4-25 Scattered Sites	Equipment replacement	10,000
	Repair building components	10,000		Repair building components	10,000
AZ 4-26 Scattered Sites	Equipment replacement	10,000	AZ 4-26 Scattered Sites	Equipment replacement	10,000
	Repair building components	10,000		Repair building components	10,000
Subtotal of Estimated Cost		415,000	Subtotal of Estimated Cost		415,000

**Capital Fund Program Five Year Action Plan
Part II: Supporting Pages**

PHA Name:
City of Tucson - Community Services Department

Activities for Year 1	Activities for Year 2 FFY Grant 50108 PHA FFY 08			Activities for Year 3 FFY Grant 50109 PHA FFY 09			
	Development Number / Name	Major Work Categories	Estimated Cost	Development Number / Name	Major Work Categories	Estimated Cost	
Annual	AZ 4-44 Scattered Sites	Equipment replacement	20,000	AZ 4-44 Scattered Sites	Equipment replacement	20,000	
		Repair building components	40,000		Repair building components	40,000	
	AZ 4-45 Scattered Sites	Equipment replacement	20,000	AZ 4-45 Scattered Sites	Equipment replacement	20,000	
		Repair building components	40,000		Repair building components	40,000	
	AZ 4-46 Scattered Sites	Equipment replacement	10,000	AZ 4-46 Scattered Sites	Equipment replacement	10,000	
		Repair building components	10,000		Repair building components	10,000	
	AZ 4-48 Tucson House	Equipment replacement	20,000	AZ 4-48 Tucson House	Equipment replacement	20,000	
		Repair building components	50,000		Repair building components	50,000	
Statement	AZ 4-49 Scattered Sites	Equipment replacement	10,000	AZ 4-49 Scattered Sites	Equipment replacement	10,000	
		Repair building components	10,000		Repair building components	10,000	
	AZ 4-50 Scattered Sites	Equipment replacement	10,000	AZ 4-50 Scattered Sites	Equipment replacement	10,000	
		Repair building components	10,000		Repair building components	10,000	
	AZ 4-51 Posadas Sentinel	Equipment replacement	10,000	AZ 4-51 Posadas Sentinel	Equipment replacement	10,000	
		Repair building components	10,000		Repair building components	10,000	
	AZ 4-52 Posadas Sentinel	Equipment replacement	10,000	AZ 4-52 Posadas Sentinel	Equipment replacement	10,000	
		Repair building components	10,000		Repair building components	10,000	
	AZ 4-53 Scattered Sites	Equipment replacement	10,000	AZ 4-53 Scattered Sites	Equipment replacement	10,000	
		Repair building components	10,000		Repair building components	10,000	
	AZ 4-54 Scattered Sites	Equipment replacement	10,000	AZ 4-54 Scattered Sites	Equipment replacement	10,000	
		Repair building components	10,000		Repair building components	10,000	
Total CFP Estimated Cost			745,000	Total CFP Estimated Cost			745,000

**Capital Fund Program Five Year Action Plan
Part II: Supporting Pages**

PHA Name:
City of Tucson - Community Services Department

Activities for Year 4 FFY Grant 50110 PHA FFY 10			Activities for Year 5 FFY Grant 50111 PHA FFY 11		
Development Number / Name	Major Work Categories	Estimated Cost	Development Number / Name	Major Work Categories	Estimated Cost
AZ 4-44 Scattered Sites	Equipment replacement	20,000	AZ 4-44 Scattered Sites	Equipment replacement	20,000
	Repair building components	40,000		Repair building components	40,000
AZ 4-45 Scattered Sites	Equipment replacement	20,000	AZ 4-45 Scattered Sites	Equipment replacement	20,000
	Repair building components	40,000		Repair building components	40,000
AZ 4-46 Scattered Sites	Equipment replacement	10,000	AZ 4-46 Scattered Sites	Equipment replacement	10,000
	Repair building components	10,000		Repair building components	10,000
AZ 4-48 Tucson House	Equipment replacement	20,000	AZ 4-48 Tucson House	Equipment replacement	20,000
	Repair building components	50,000		Repair building components	50,000
AZ 4-49 Scattered Sites	Equipment replacement	10,000	AZ 4-49 Scattered Sites	Equipment replacement	10,000
	Repair building components	10,000		Repair building components	10,000
AZ 4-50 Scattered Sites	Equipment replacement	10,000	AZ 4-50 Scattered Sites	Equipment replacement	10,000
	Repair building components	10,000		Repair building components	10,000
AZ 4-51 Posadas Sentinel	Equipment replacement	10,000	AZ 4-51 Posadas Sentinel	Equipment replacement	10,000
	Repair building components	10,000		Repair building components	10,000
AZ 4-52 Posadas Sentinel	Equipment replacement	10,000	AZ 4-52 Posadas Sentinel	Equipment replacement	10,000
	Repair building components	10,000		Repair building components	10,000
AZ 4-53 Scattered Sites	Equipment replacement	10,000	AZ 4-53 Scattered Sites	Equipment replacement	10,000
	Repair building components	10,000		Repair building components	10,000
AZ 4-54 Scattered Sites	Equipment replacement	10,000	AZ 4-54 Scattered Sites	Equipment replacement	10,000
	Repair building components	10,000		Repair building components	10,000
Total CFP Estimated Cost		745,000	Total CFP Estimated Cost		745,000

Flat Rent Schedule January 2007

Attachment C

Bedroom Size			0	1	2	3	4	5
Sites	Project #	# of Units						
North 6th	4-3	11	n/a	400	500	600	700	800
North Estrella	4-3	12	n/a	400	500	600	700	800
East Fairmount	4-3	17	n/a	400	500	600	700	800
East 3rd	4-3	12	n/a	400	500	600	700	800
North Beverly	4-3	8	n/a	400	500	600	700	800
		60						
N Park	4-4	16	n/a	400	500	600	700	800
Waverly	4-4	2	n/a	400	500	600	700	800
N Edith	4-4	10	n/a	400	500	600	700	800
N Palo Verde	4-4	3	n/a	400	500	600	700	800
E Pastime	4-4	20	n/a	400	500	600	700	800
E Presidio	4-4	2	n/a	400	500	600	700	800
E Seneca	4-4	7	n/a	400	500	600	700	800
		60						
South Park	4-6	28	n/a	400	500	600	700	800
		28						
Scattered Site	4-15	24	n/a	n/a	n/a	650	750	850
W Calle Sur	4-15	6	n/a	400	500	600	700	800
S Camino Arriba	4-15	2	n/a	400	500	600	700	800
N Castro	4-15	6	n/a	400	500	600	700	800
W El Rio	4-15	3	n/a	400	500	600	700	800
N 2nd	4-15	6	n/a	400	500	600	700	800
S Del Moral	4-15	13	n/a	400	500	600	700	800
E Bellevue	4-15	4	n/a	400	500	600	700	800
E Bermuda	4-15	6	n/a	400	500	600	700	800
E Glenn	4-15	6	n/a	400	500	600	700	800
N Palo Verde	4-15	3	n/a	400	500	600	700	800
E Navajo	4-15	16	n/a	400	500	600	700	800
N Tyndall	4-15	2	n/a	400	500	600	700	800
E Lee	4-15	8	n/a	400	500	600	700	800
		105						
E Alturas	4-16	4	n/a	400	500	600	700	800
Scattered Site	4-16	7	n/a	n/a	n/a	650	750	850
		11						
Scattered Site	4-21	5	n/a	n/a	n/a	650	750	850
E Wilcox	4-21	2	n/a	400	500	600	700	800
S Belmar	4-21	2	n/a	400	500	600	700	800
S Southland	4-21	16	n/a	400	500	600	700	800
		25						
Scattered Site	4-22	5	n/a	n/a	n/a	650	750	850
E Delano	4-22	11	n/a	400	500	600	700	800
N 1st	4-22	3	n/a	400	500	600	700	800
E Drexel	4-22	2	n/a	400	500	600	700	800
W MacArthur	4-22	4	n/a	400	500	600	700	800
		25						
			0	1	2	3	4	5

Flat Rent Schedule January 2007

Attachment C

Bedroom Size	Project #	# of Units						
Sites								
Scattered Site	4-23	8	n/a	n/a	n/a	650	750	850
E Blacklidge	4-23	7	n/a	400	500	600	700	800
N Flowing Wells	4-23	4	n/a	400	500	600	700	800
E Willard	4-23	2	n/a	400	500	600	700	800
E Bantam	4-23	2	n/a	400	500	600	700	800
E Drexel	4-23	2	n/a	400	500	600	700	800
		25						
Scattered Site	4-24	5	n/a	n/a	n/a	650	750	850
N Edith	4-24	4	n/a	400	500	600	700	800
S Norris	4-24	12	n/a	400	500	600	700	800
W Lerdo	4-24	4	n/a	400	500	600	700	800
		25	n/a	400	500	600	700	800
Scattered Site	4-25	7	n/a	n/a	n/a	650	750	850
W Calle Acapulco	4-25	2	n/a	400	500	600	700	800
N Edith	4-25	4	n/a	400	500	600	700	800
E Irwin	4-25	12	n/a	400	500	600	700	800
		25						
Scattered Site	4-26	3	n/a	n/a	n/a	650	750	850
W Glenn	4-26	4	n/a	400	500	600	700	800
N 4th	4-26	6	n/a	400	500	600	700	800
E 24th	4-26	2	n/a	400	500	600	700	800
S Belmar	4-26	4	n/a	400	500	600	700	800
W Oklahoma	4-26	2	n/a	400	500	600	700	800
S Southland	4-26	12	n/a	400	500	600	700	800
		33						
Scattered Site	4-44	100	n/a	n/a	n/a	650	750	850
Scattered Site	4-45	100	n/a	n/a	n/a	650	750	850
Scattered Site	4-46	25	n/a	n/a	n/a	650	750	850
Tucson House	4-48	406	325	350	450	n/a	n/a	n/a
MLK	4-5	96	325	350	450	n/a	n/a	n/a
Craycroft Towers	4-8	74	n/a	350	450	n/a	n/a	n/a
Lander Gardens	4-12/17	47	n/a	400	n/a	n/a	n/a	n/a
Santa Rosa HOPE VI Replacement	4-49	22	n/a	550	650	750	850	950
Santa Rosa HOPE VI Replacement	4-50	80	n/a	n/a	650	750	850	n/a
Posadas Sentinel	4-51, 4-52	60	n/a	n/a	600	700	800	n/a
Santa Rosa HOPE VI Replacement	4-53	21	n/a	n/a	650	750	850	n/a
South Park HOPE VI Replacement	4-54	52	n/a	n/a	n/a	750	850	n/a
Total number of Units		1505						

ATTACHMENT D

PET POLICY

Exclusions

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

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

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

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

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

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

Rules

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

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

- N. PHA staff, including maintenance personnel, reserve the right to refuse to enter a unit to perform work where there is an unattached animal.
- O. Pet owners are expected to exercise responsible and courteous behavior so that the presence of their pet on the property in no way violates the rights of others to peaceful enjoyment of the premises. Tenants with pets will either “shorten” the leash or carry their pets to keep them from disturbing other tenants, particularly in confined spaces like elevators and lobbies.
- P. The PHA may impose fines upon tenants for the violation of any pet rule contained herein. At the time a pet owner first violates any rule, the PHA will send the owner a written warning and no fine will be assessed. The second time that an owner violates the same rule, or any other, the PHA will fine the tenant \$25.00. The PHA may assess additional \$25.00 fines for subsequent violations, and may request the tenant to remove the pet or be subject to eviction after three violations.
- Q. Reasonable Accommodation: Applicants/residents who claim that a particular animal is used to assist persons with disabilities and who want to be exempt from the provisions of these Pet Rules must provide the PHA with:
 - 1. A certification that the tenant or prospective tenant or a member of his or her family is a person with a disability;
 - 2. Documentation that the animal actually assists the person with a disability.
- R. Exceptions: Reasonable exceptions to the pet policy will be made only upon written request by the tenant/applicant. Exceptions to size limitations will be made for service animals; to qualify for the exception, proper documentation of the animal’s certification must be presented. An approved exception shall be noted on the lease amendment. Any such exception must be recommended by the Housing Management Administrator and approved by the Community Services Director.
- S. These Pet Rules are posted in the management office of each development and are incorporated by reference into the Lease.

21.3 AMENDMENT TO DWELLING LEASE – PET PERMIT

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

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

2. The TENANT agrees to keep the pet(s) inside the dwelling unit or in outside area assigned to TENANT. In any other areas, pet must be on a leash accompanied by a responsible person. The pet(s) will be kept out of common areas, laundry rooms, other facilities, and common areas not assigned to the TENANT. Cats may use a sanitary sandbox in the dwelling unit. Pet(s) droppings outside must be removed immediately by the TENANT. Dogs must be licensed. No pet may be over 14 inches tall at the shoulder or weigh over 20 lbs. when fully grown.
3. TENANT agrees to supervise and care for pet(s) in order to prevent the pet(s) from damaging property, creating unsanitary conditions, or constituting a health hazard.
4. TENANT agrees to report immediately any damage caused by the pet(s) and to pay reasonable charges for repair to the premises, facilities, and common areas caused by the pet(s), payable on the day on which the rent is due, the month following the effective date of the charges.
5. TENANT agrees to indemnify the LANDLORD from all liability concerning the pet(s) of the TENANT, including any property damage, personal injury, pound, and attorney's fees, or court costs.
6. The following person(s) will care for the pet(s) in the absence of the TENANT:

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

<u>Name</u>	<u>Address</u>	<u>Telephone #</u>
8. TENANT agrees not to leave their pet(s) unattended for more than 24 hours. In the event that the pet(s) is/are left unattended for more than 24 hours, the LANDLORD may enter the premises of the TENANT, remove such pet(s) and turn it/them over to the pound or other appropriate authorities.
9. LANDLORD will refund the pet deposit(s) to the TENANT upon permanent removal of the pet(s) from the premises and an inspection by the LANDLORD showing that the premises are clean, odor free, and undamaged.
10. This Pet Permit(s) may be revoked in the event the TENANT fails to comply with the conditions of this Permit. The Permit may also be revoked for permitting pet(s) to run loose or to disturb other tenants,

including but not limited to loud and excessive barking, biting while unrestrained, or causing a nuisance. Pet Permit may also be revoked if the pet(s) cause damage to the unit. Upon revocation of this Permit, the TENANT must permanently remove the pet(s) from the premises within seven (7) days from the date of the notice. Failure to do so may result in termination of the Dwelling Lease.

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

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

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

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

SIGNED: _____
Signature of Tenant

SIGNED: _____
Signature of Tenant

Address of Tenant

Date

21.4 Visiting Pets

Tenants are not allowed to have visiting pets on any public housing property.

21.5 Removal of Pets

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

SERVICE ANIMAL POLICY

Background:

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

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

Request for a service animal accommodation:

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

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

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

Service animal accommodation:

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

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

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

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

Management may enter unit if reports of an unattended animal are brought to our attention. The animal may be removed in those cases where the owner is unable to provide care.

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

Individuals with service animals are solely responsible for the conduct of their service animal and Management may insist that a service animal be prevented from repeated barking that disturbs neighbors. If there have been three violations of the Service Animal Policy, Management shall inform the tenant that procedures will be initiated to revoke the Service Animal Agreement. Upon revocation of the Agreement, the tenant must permanently remove the service animal from the premises within seven days from the date of the notice. Failure to do so may result in termination of the Dwelling Lease. Revocation of the Service Animal Agreement is not grievable, but termination of the tenant's lease for failure to remove the service animal after the Agreement is revoked may be the subject of a grievance by the tenant under established grievance procedures. Management must first attempt resolution of the problem before eviction proceedings are initiated. Service animals that are a direct threat to others (biting, etc.) or otherwise violate animal control laws can be reported to the local animal control agency.

Removal of a service animal:

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

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

Areas off limits to service animals:

Management may designate certain areas off limits to service animals where a significant health or safety hazard may exist.

Supervision:

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

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

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

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

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

The service animal must be kept on a leash at all times.

Tenants must board their service animal away from the development or make other arrangements for the care of the service animal when they intend to leave their unit for 24 hours or more. The Service Animal Agreement requires tenants to provide the PHA with the name and phone number of a relative or friend who has agreed to assume responsibility for the service animal in the event of sudden illness or death of the tenant. The PHA reserves the right to consider the presence of an unattended service animal an emergency, and will enter the unit to remove the service animal.

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

Clean up rule:

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

The tenant (or their designee) must always carry equipment sufficient to clean up the animal's feces whenever the service animal is in the common areas or off the tenant's property.

The tenant (or their designee) must properly dispose of waste and/or litter.

It is the tenant's (or their designee) responsibility to clean up after the service animal.

Allowable service animal expenses:

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

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

REQUEST FOR ACCOMMODATION

Name: _____

Tenant # _____

Address: _____

Telephone: _____

I have a disability as defined by the fair housing laws. I use a service animal to assist me with the functional limitations related to my disability. My service animal also enhances my ability to live independently and to fully use and enjoy the dwelling you provide.

Type of service animal: _____

I am requesting that you:

waive your pet weight/height restrictions

waive your pet deposit

other: _____

as an accommodation for my disability/disabilities.

I have attached a letter from my treatment provider verifying that I have a disability and that I have a need for a service animal.

Signed: _____

Date: _____

Date Received by Management: _____

Received by: _____

AMENDMENT TO DWELLING LEASE # _____
SERVICE ANIMAL AGREEMENT

1. For a Service Animal, the Community Services Department of the City of Tucson, Arizona allows, (TENANT) _____, to keep, harbor, and maintain the following service animal and none others without the written consent of the Community Services Department: (no deposit required for service animals)

<u>Name</u>	<u>Type</u>	<u>Color & Description</u>	<u>Spayed/Neutered</u>
_____	_____	_____	_____
_____	_____	_____	_____

2. The TENANT agrees to keep the service animal inside the dwelling unit or in outside area assigned to TENANT. In any other areas, service animal must be on a leash accompanied by a responsible person. Cats must use a sanitary sandbox in the dwelling unit. Service animal droppings outside must be removed immediately by the TENANT or authorized aide. Dogs must be licensed.

3. TENANT agrees to supervise and care for service animal in order to prevent the animal from damaging property, creating unsanitary conditions, or constituting a health hazard.

4. TENANT agrees to report immediately any damage caused by the service animal and to pay reasonable charges for repair to the premises, facilities, and common areas caused by the service animal, payable on the day on which the rent is due, the month following the effective date of the charges.

5. TENANT agrees to indemnify the landlord for all property damage arising on account of tenant harboring, keeping or maintaining a service animal on landlord's premises.

6. The following person(s) will care for the service animal in the absence of the TENANT:

<u>Name</u>	<u>Address</u>	<u>Telephone #</u>
_____	_____	_____
_____	_____	_____

7. TENANT agrees not to leave their service animal unattended for more than 24 hours. In the event that the service animal is left unattended for more than 24 hours, the LANDLORD may enter the premises of the TENANT, remove such service animal and turn it/them over to the pound or other appropriate authorities.

8. This Service Animal Agreement may be revoked in the event the TENANT fails to comply with the conditions of this Agreement. The Agreement may also be revoked for permitting service animal to run loose or to disturb other tenants, including but not limited to loud and excessive barking, biting, or causing a nuisance. Service Animal Agreement may also be revoked if the animal causes damage to the unit. Upon revocation of this Agreement, the TENANT must permanently remove the service animal from the premises within seven (7) days from the date of the notice. Failure to do so may result in termination of the Dwelling Lease.

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

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

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

COMMUNITY SERVICES DEPARTMENT OF
THE CITY OF TUCSON, ARIZONA

Signature of Tenant

Date

Community Services Department

Date

Attachment E – Definition of Substantial Deviation and Significant Amendment

It is the intent of the City of Tucson/Pima County PHA Plan Consortium to adhere to the mission, goals and objectives outlined in the five-year strategic plan. The plan, however, will be modified and re-submitted to HUD should a substantial deviation from program goals and objectives occur. The Housing Authority defines substantial deviations as:

- Any change in the planned or actual use of federal funds for activities that would prohibit or redirect the Housing Authority's strategic goals of increasing the availability of decent, safe and affordable housing for the citizens of the City of Tucson and Pima County.
- Any single or cumulative annual change in the planned or actual use of federal funds as identified in the five-year plan that exceeds 20% of the City of Tucson/Pima County Consortium's annual program budgets for Section 8 or public housing activities.
- A need to respond immediately to Acts of God beyond the control of the Housing Authority, such as earthquakes, civil unrest, or other unforeseen significant event.
- A mandate from local government officials, specifically the governing board of the Housing Authority, to modify, revise, or delete the long-range goals and objectives of the program.

A substantial deviation does not include any changes in HUD rules and regulations, which require or prohibit changes to activities listed herein.

A Significant Amendment or Modification to the Annual Plan and five-year Plans is defined as:

- Changes of a significant nature to the rent or admissions policies, or the organization of the waiting list not required by federal regulatory requirements as to effect a change in the Section 8 Administrative Plan or the Public Housing Admissions and Continued Occupancy Policy (ACOP).

A change in the planned or use of replacement reserve funds under the Capital Fund that exceeds 20% of the City of Tucson's annual budget.

**CITY OF TUCSON/COMMUNITY SERVICES DEPARTMENT
COMMUNITY SERVICE REQUIREMENT POLICY**

COMMUNITY SERVICE REQUIREMENT

The Quality Housing and Work Responsibility Act of 1998 requires that all non-exempt public housing adult residents contribute eight (8) hours per month of community service (volunteer work) or participate in eight (8) hours of training, counseling, classes or other activities that help an individual toward self-sufficiency and economic independence.

EXEMPT RESIDENTS

Exempt Adults - an adult member of the family who:

1. 62 years of age or older;
2. Has a disability that prevents him/her from being gainfully employed;
3. Is the caretaker of a disabled person;
4. Is working at least 20 hours per week;
5. Is participating in a welfare to work program;
6. Is a student under the 20-hour rule.

DEFINITIONS

Community Service - volunteer work, which includes, but is not limited to:

- Work at a local institution including but not limited to: school, child care center, hospital, hospice, recreation center, senior center, adult day care center, homeless shelter, indigent feeding program, cooperative food bank, etc.
- Work with a non-profit organization that serves PHA residents or their children such as Boy Scouts, Girl Scouts, Boys and Girls clubs, community clean-up programs, beautification program, youth or senior programs;
- Work at the Authority to help with senior programs, children programs;
- Helping neighborhood groups with special projects;
- Serving as an officer in a Resident organization or serving on the Resident Advisory Board; and
- Caring for the children of other residents so they may volunteer.

Self-Sufficiency Activities - activities that include, but are not limited to:

- Job readiness, job training programs;
- GED or ESL classes;
- Substance abuse or mental health counseling;
- Apprenticeships;
- Budgeting and credit counseling; and
- Full time student status at any school, college or vocational school or if school related activities (class time, studying, and homework) total 20 hours per week or more.

REQUIREMENT OF THE PROGRAM

1. The eight- (8) hours per month may either by volunteer work or self-sufficiency program activity or a combination of the two. At least eight hours of activity must be performed each month. The resident may deviate from this schedule under special circumstances as determine by the authority.
2. The family must provide documentation that they are exempt if they qualify for an exemption. The family must also sign a certification that they have received and read this policy and understand that if they are not exempt, failure to comply with the Community Service requirement will result in non-renewal of their lease.

3. Residents must submit completed documentation forms of activities on a regular basis to the Central Office or as directed.
Residents will be asked to submit documentation on a monthly basis. It is the resident's responsibility to at the time of each annual re-examination, to present a completed documentation form of activities performed over the previous twelve (12) month.
4. If a family member is found to be non-compliant at re-examination, he/she and the Head of Household will sign an agreement with the Authority to make up the deficient hours over the next twelve- (12) month period.
5. Change in exempt status:
 - If, during the twelve- (12) month period, a non-exempt person becomes exempt, it is his/her responsibility to report this to the Authority and provide documentation of such within **10 days**.
 - If, during the twelve- (12) month period, an exempt person becomes non-exempt, it is his/her responsibility to report this to the Authority within 10 days. The Authority will provide the person with the documentation form and a list of agencies in the community that provide volunteer and/or training opportunities.
 - If, the resident becomes exempt during a particular month, the resident will not be required to volunteer hours during that month.

AUTHORITY OBLIGATIONS

- To the greatest extent possible, the Authority will provide names and contacts at agencies that can provide opportunities for residents to fulfill their Community Service obligations. As a last resort, the Authority will allow residents to volunteer at a housing development if they cannot find volunteer work elsewhere.
- The Authority will provide the family with exemption verification forms and certification documentation forms at the move-I and lease renewal appointment.
- The authority will make the final determination as to whether or not a family member is exempt from the Community Service requirement. Residents may use the Authority's Grievance Procedure if they disagree with the Authority's determination.

NON-COMPLIANCE FAMILY MEMBER

- At least 30 days prior to the annual reexamination and/or lease expiration, the Authority will begin reviewing the exempt or non-exempt status and compliance of family members;
- If the Authority find a family member to be noncompliant, the Authority will enter into an agreement with the noncompliant member and the head of household to make up the deficient hours over the next twelve month period;
- If, at the next annual reexamination, the family member still is not compliant, the lease will not be renewed and the entire family will have to vacate, unless the noncompliant member agrees to move out of the unit;
- The family may use the Authority's Grievance Procedure to protest the least termination.

Attachment G Resident Membership on the Governing Board

(The Community Services Department will begin the new election process for the resident to serve on the Board of Commissioners during the month of March 2007. Notifications to be sent to all Public Housing and Section 8 clients.)

Dorothy Payne, a Section 8 client, is currently serving on the Public Housing Authority's Board of Commissioners. Her term expires June 30, 2007.

GUIDELINES:

Citation: The City of Tucson Community Services Department is complying with the requirements of HUD Regulation §964.400, Subpart E – Resident Board Members.

Participation: As a member of the Board of Commissioners, the Resident Board member may take part in decisions related to the administration, operation and management of the Public Housing and Section 8 programs when these items are brought before the Mayor & Council. The Resident Board member will be allowed to join in any discussion and will be allowed to cast a vote on Public Housing or Section 8 items only at regularly scheduled City Council meetings.

The Resident Board member does not serve with the City Council in any other capacity and will not be allowed to vote on or take part in Council discussions on any matters not related to the Public Housing or Section 8 programs. The Resident Board member has the same rights as any other citizen to comment on items brought before Mayor & Council as a public hearing item or as a scheduled or non-scheduled speaker before the Council.

Eligibility: Eligibility requirements for the Resident Board member include:

- Resident must be a Public Housing or Section 8 program participant in good standing;
- Resident may not be a City employee;
- Resident must be at least 18 years of age;
- Resident must be head of household;
- Resident must agree that personal information such as home address and phone number becomes public information (i.e. any information required to be released by a member of the City Council will apply to the Resident on the Board of Commissioners).

Elected Resident: The resident that receives the majority of votes will be named the Resident Board member. The resident that comes in second place will be named the Alternate and will take the place of the Resident Board member if necessary.

Term of Office: The term of the appointment as Resident Board member will be for four (4) fiscal years (July 1 through June 30). Resident Board member may only serve

one four-year term. If the Alternate replaces the Resident Board member, they may complete that term and a second four-year term if elected.

Removal from Office: The Resident Board member may be removed from the Board for the following reasons:

1. Is no longer receiving housing assistance through the Public Housing or Section 8 program;
2. Is no longer a resident in good standing;
3. Is convicted of a crime involving moral turpitude;
4. Death;
5. Resignation;
6. Failure to attend three (3) consecutive Mayor & Council meetings where Resident Board member is required to attend because items relating to Public Housing or Section 8 programs are before the board.

Stipend: The Public Housing Authority will issue the Resident Board member a stipend of \$25.00 per month during their term of office.

Election Process: The Public Housing Authority will hold an election process every four years to select a Public Housing or Section 8 resident to serve with Mayor & Council in their role as the Board of Commissioners. The election process will be completed so that the new term of office starts July 1st of that year. The election process will be as follows:

- The Public Housing Authority will send a notification of the opportunity to serve as Resident Board member. The notice will advise residents of the eligibility requirements and of the nomination rules. Residents are required to fill out both a nomination form and an application form (providing description of experience such as volunteer activities, advisory boards, professional organizations, team leader, and involvement with organizations). A questionnaire may also be required of each nominee.
- Nominations will be accepted and reviewed by a Nomination Review Committee made up of various agencies that are familiar with the housing programs, Family Self-Sufficiency participants from each program or residents representing each program, and the Administrators of each program.
- A maximum of five (5) nominees will be selected based on the following eligibility criteria
 1. Program participant in good standing
 2. Able to represent the Public Housing Authority resident population for both programs
 3. Able to make four year commitment to serve
 4. Able to attend the required Mayor & Council meetings
 5. Committed to learn general rules regarding both programs
 6. Not a City employee
 7. Exhibits leadership qualities such as participation in resident council, PTA, church groups, neighborhood associations
 8. Good communication skills

- A “Meet the Candidates” forum will be scheduled to give residents the opportunity to meet the candidates.
- A ballot with the names of the nominees will be mailed to all Public Housing and Section 8 participants. A sub-committee of the Nomination Review Committee (excluding the Administrators of each program) will count ballots. The results of the election will be submitted to the Director of the Community Services Department. The Director will forward the name of the resident to Mayor & Council for their concurrence.
- All Public Housing and Section 8 residents will receive a notice announcing the results of the election.

Statement of Understanding: Both the newly elected Board member and the first runner-up will sign a “Statement of Understanding” which lists policies and procedures, role of Resident Board member, term of office, reasons for removal, replacement of Resident Board member, and Procedures for Resident Board member participation.

PROCEDURES FOR RESIDENT BOARD MEMBER PARTICIPATION:

Notification: When an item related to the administration, operation and management of either the Public Housing or Section 8 program is scheduled to go before the Mayor & Council for discussion and/or approval, the Resident Board member will be notified at least two weeks in advance of the scheduled meeting. The notification will include all supporting documents and material provided to elected Mayor and Council Members.

Agenda Placement: Public Housing or Section 8 items before Mayor & Council will be placed on the non-consent agenda for separate consideration so that the Resident can vote on this item only.

Participation: When the Mayor introduces the Public Housing or Section 8 item before the Council, the Mayor will introduce the Resident Board member as a voting member on this particular item only. The Resident Board member will take a position with the Council (in a position designated by the City Clerk or the Mayor).

The same rules for discussion and/or action will apply to the Resident Board member as they apply to Council members. The Mayor will acknowledge the Resident Board member if the Resident wishes to provide comment on the item (i.e. raising a hand for the Mayor’s acknowledgement).

When a vote is called on the item, the Resident will be allowed to register her/his vote in a manner prescribed by the Mayor; i.e. voice vote or hand vote. The City Clerk will officially register the Resident’s participation and vote into the minutes of the City Council.

The Resident Board member will leave the designated area immediately after completion of the Public Housing or Section 8 item before the Council. The duties as the Resident Board member will be completed at that time.

Documentation: The Executive Assistant to the Community Services Department Director will maintain a record of participation by the Resident Board member. This will be accomplished by obtaining a copy of the official Council minutes in which the Resident participated. The Council minutes will be placed in the appropriate file for compliance monitoring.

Attachment H Membership of the Resident Advisory Board

The Public Housing Resident Advisory Board (RAB) meets quarterly. The regular agenda includes an update on housing issues, Capital Fund Projects, on grant applications, HOPE VI projects, and rules and regulations. The RAB annually reviews the draft of the Annual Plan and any required HUD submissions such as Public Housing Assessment information.

A notice of the meeting along with an agenda is mailed out to each participant. On the semiannual Public Housing newsletters, information on how interested residents can be part of the RAB is sent out. Participants are asked to sign in at each meeting.

The following is a list of the current participants.

FirstName	LastName	Address	City	State	PostalCode
Alton	Wallace	1635 N Craycroft Rd #104	Tucson	AZ	85712
Barb	Jones	1635 N. Craycroft #324	Tucson	AZ	85712
Bea	Kornman	1501 N Oracle Rd. #1514	Tucson	AZ	85705
Carol	Young	1635 N. Craycroft Rd. #109	Tucson	AZ	85712
Carrie	Howell	1501 N. Oracle Rd. #424	Tucson	AZ	85705
Chian	Hsiao	1501 N. Oracle Rd. #1507	Tucson	AZ	85705
Donna	Jensen	1501 N. Oracle Rd. #1321	Tucson	AZ	85705
Dorothy	Payne	P.O. Box 12022	Tucson	AZ	85732
Elaine	Blessing	1501 N. Oracle Rd. #303	Tucson	AZ	85705
Ellen	Zeno	1501 N. Oracle Rd. #208	Tucson	AZ	85705
Frank	Shields	1501 N. Oracle Rd. #709	Tucson	AZ	85705
Jan	Gaskin Davis	1635 N. Craycroft Rd. #319	Tucson	AZ	85712
Joanne	Chounard	1501 N. Oracle Rd. #1125	Tucson	AZ	85705
John	Worman	1501 N Oracle Rd. #1101	Tucson	AZ	85705
Joyce	Chapple	1501 N. Oracle Rd #1420	Tucson	AZ	85705
Joyce	Hendricks	1501 N. Oracle Rd. #1502	Tucson	AZ	85705
Joyce	Campbell	1501 N. Oracle Rd. #219	Tucson	AZ	85705
Linda	Frederick	1501 N. Oracle Rd. #1006	Tucson	AZ	85705
Manuel	Montano	1501 N Oracle Rd. #206	Tucson	AZ	85705
Margie	Wheeler	1501 N Oracle Rd. #415	Tucson	AZ	85705
Maria	Solis	1501 N. Oracle Rd. #1102	Tucson	AZ	85705
Martha	Hanson	1501 N. Oracle Rd. #418	Tucson	AZ	85705
Martha	Gutierrez	2514 N. Estrella Ave. #E	Tucson	AZ	85705
Norma R	Pedrego	4751 S Warren Ave	Tucson	AZ	85714
Patricia	Alvidrez	2602 W. Calle Padilla	Tucson	AZ	85745
Peggy	Fountain	1501 N. Oracle Rd. #920	Tucson	AZ	85705
Raymond	Sidoma	1501 N. Oracle Road #1107	Tucson	AZ	85705
Ricky	Quinn	1501 N. Oracle Rd #504	Tucson	AZ	85705
Shawn	Lawler	902 W. Congress #36	Tucson	AZ	85745
Thelma	Gardner	1501 N. Oracle Rd. #620	Tucson	AZ	85705
Valarie	Sherman	4232 E. Sylvane Dr	Tucson	AZ	85711
Vennetta	Graham	4382 E. Calle Aurora	Tucson	AZ	85711
Winifred	Engle	1635 N. Craycroft Rd. #323	Tucson	AZ	85712

Attachment I Homeownership Capacity Statement

The PHA Consortium will pursue the Homeownership option as follows:

- a) An eligible homeownership family must be an FSS participant, in good standing, and must be a first-time homebuyer (may not have owned title to a principal home in the last three (3) years. At a minimum, the head of household or spouse must earn (gross monthly income) at least two times the Section 8 payment standard for the appropriate bedroom size.
- b) The head of household or spouse must be currently employed on a full-time basis for at least one (1) year or more; must be credit worthy, and the income-to-debt ratio may not exceed 40% of gross income.
- c) The minimum income requirement must come from sources other than public assistance.
- d) The PHA has established that the minimum down payment for purchase of a home will be \$1,500 or 3% of the purchase price, whatever is greater. (At least 1% of purchase price must come from the family's own resources.)
- e) The proposed financing terms must be submitted to and approved by the counseling/PHA agency prior to close of escrow. The counseling agency/PHA shall determine the affordability of the family's proposed financing. In making such determination, the PHA may take into account other family expenses, including but not limited to child care, unreimbursed medical expenses, education and training expenses. Certain types of financing, including but not limited to balloon payment mortgages, are prohibited and will not be approved by the PHA. Seller-financing mortgages shall be considered by the PHA on a case-by-case basis. If a mortgage is not FHA-insured, the PHA will require the lender to comply with generally accepted private sector underwriting standards.

On February 25, 2002, Resolution No. 19130 was executed by the City of Tucson's Mayor and Council and the Pima County Board of Supervisors. This action approved and authorized an Intergovernmental Agreement between Pima County and the City of Tucson for Section 8 Housing Services for the purpose of forming a consortium to provide a tenant-based rental voucher housing assistance payments program under Section 8 of the U.S. Housing Act of 1937.

The agreement is in the process of being updated. As soon as the agreement is officially executed, a copy will be sent to your office.

PROVISIONS FOR VIOLENCE AGAINST WOMEN'S ACT (VAWA)

Pursuant to the direction of the U.S. Department of Housing and Urban Development Office of Public and Indian Housing following the signing into law of the Violence Against Women Act on January 5, 2006 the City of Tucson PHA (Public Housing Agency) has implemented the following policies:

The purpose of these policies, consistent with the intent of Violence Against Women Act (VAWA) is to “protect certain victims of criminal domestic violence, dating violence, sexual assault, or stalking – as well as members of the victims’ immediate families – from losing their HUD –assisted housing as a result of the abuse of which they were the victim.”

1. The Public Housing Agency shall not deny admission to the program to any applicant on the basis that the applicant is or has been a victim of domestic violence, dating violence, or stalking if the applicant otherwise qualifies for assistance or admission.
2. An incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be construed to be serious or repeated violation of the lease by the victim or threatened victim of that violence and will not be good cause for terminating the tenancy or occupancy rights of the victim of such violence.
3. If a tenant or immediate member of the tenant’s family is a victim of domestic violence, dating violence or stalking, perpetrated by a member of a tenant’s household or any guest or other person under the tenant’s control, the aforementioned criminal activity shall not be cause for termination of the tenancy or occupancy rights. However, the PHA may bifurcate the lease in order to evict, remove or terminate assistance to any individual who is a tenant or lawful occupant and who engages in criminal acts of violence against family members or others without evicting, removing, terminating assistance to, or otherwise penalizing the victim of such violence who is also a lawful tenant or occupant.
4. The PHA will honor court orders addressing rights of access to or control of the property, distribution or possession of property among household members, and civil protection orders issued to protect the victim in cases where the family breaks up.
5. Nothing in the VAWA limits any otherwise available authority of the PHA to evict a tenant for any violation of the lease not premised on the act or acts of violence in question against a tenant or a member of the tenant’s household. The standards utilized by the PHA in deciding whether to terminate a tenancy will not subject an individual who is or has been a victim of domestic violence, dating violence, or stalking to a more demanding standard than other tenants.

6. Nothing in the VAWA limits the authority of the PHA to terminate the tenancy of any tenant if the PHA can demonstrate an actual and imminent threat to other tenant or employee of the PHA if that tenant's tenancy is not terminated.
7. The PHA will request an individual certify via a police report or agency support letter that the individual is a victim of domestic violence, dating violence, or stalking, and that the incident(s) in question are genuine incidents of actual or threatened abuse. The certification shall include the name of the perpetrator. The tenant shall provide the certification to the PHA within 14 business days of the request for certification. Inability to provide certification requirements will be reviewed on a case-by-case basis.
8. Failure to provide certification in writing, within 14 business days of the PHA request, may result in the PHA going forward with an eviction or termination of tenancy for any tenant or lawful occupant that commits violations of the lease. The 14 business day period may be extended at the discretion of the PHA.
9. An individual may satisfy the certification requirement by:
 - (a) providing the PHA with documentation signed by an employee, agent, or volunteer of a victim service provider, an attorney, or a medical professional from whom the victim has sought assistance in addressing domestic violence, dating violence or stalking, or the effects of abuse, in which the professional attests under penalty of perjury to the professional's belief that the incident(s) in question are actual incidents of abuse and the victim of domestic violence, dating violence, or stalking has signed or attested to the documentation; or
 - (b) producing a Federal, State, Tribal, territorial, or local police or court record.
10. All information provided to the PHA pursuant to the certification request, including the fact that an individual is a victim of domestic violence, dating violence, or stalking, shall be retained in confidence by the PHA, and shall neither be entered into a shared data base nor provided to any related entity, except to the extent that disclosure is:
 - (a) requested or consented to by the individual in writing;
 - (b) required for use in an eviction proceeding; or
 - (c) otherwise required by applicable law.

PROVISIONS FOR VIOLENCE AGAINST WOMEN'S ACT (VAWA)

Pursuant to the direction of the U.S. Department of Housing and Urban Development Office of Public and Indian Housing following the signing into law of the Violence Against Women Act on January 5, 2006 the City of Tucson PHA (Public Housing Agency) has implemented the following policies:

The purpose of these policies, consistent with the intent of Violence Against Women Act (VAWA) is to “protect certain victims of criminal domestic violence, dating violence, sexual assault, or stalking – as well as members of the victims’ immediate families – from losing their HUD –assisted housing as a result of the abuse of which they were the victim.”

1. The Public Housing Agency shall not deny admission to the program to any applicant on the basis that the applicant is or has been a victim of domestic violence, dating violence, or stalking if the applicant otherwise qualifies for assistance or admission.
2. An incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be construed to be serious or repeated violation of the lease by the victim or threatened victim of that violence and will not be good cause for terminating the tenancy or occupancy rights of the victim of such violence.
3. If a tenant or immediate member of the tenant’s family is a victim of domestic violence, dating violence or stalking, perpetrated by a member of a tenant’s household or any guest or other person under the tenant’s control, the aforementioned criminal activity shall not be cause for termination of the tenancy or occupancy rights. However, the PHA may bifurcate the lease in order to evict, remove or terminate assistance to any individual who is a tenant or lawful occupant and who engages in criminal acts of violence against family members or others without evicting, removing, terminating assistance to, or otherwise penalizing the victim of such violence who is also a lawful tenant or occupant.
4. The PHA will honor court orders addressing rights of access to or control of the property, distribution or possession of property among household members, and civil protection orders issued to protect the victim in cases where the family breaks up.
5. Nothing in the VAWA limits any otherwise available authority of the PHA to evict a tenant for any violation of the lease not premised on the act or acts of violence in question against a tenant or a member of the tenant’s household. The standards utilized by the PHA in deciding whether to terminate a tenancy will not subject an individual who is or has been a victim of domestic violence, dating violence, or stalking to a more demanding standard than other tenants.

6. Nothing in the VAWA limits the authority of the PHA to terminate the tenancy of any tenant if the PHA can demonstrate an actual and imminent threat to other tenant or employee of the PHA if that tenant's tenancy is not terminated.
7. The PHA will request an individual certify via a police report or agency support letter that the individual is a victim of domestic violence, dating violence, or stalking, and that the incident(s) in question are genuine incidents of actual or threatened abuse. The certification shall include the name of the perpetrator. The tenant shall provide the certification to the PHA within 14 business days of the request for certification. Inability to provide certification requirements will be reviewed on a case-by-case basis.
8. Failure to provide certification in writing, within 14 business days of the PHA request, may result in the PHA going forward with an eviction or termination of tenancy for any tenant or lawful occupant that commits violations of the lease. The 14 business day period may be extended at the discretion of the PHA.
9. An individual may satisfy the certification requirement by:
 - (a) providing the PHA with documentation signed by an employee, agent, or volunteer of a victim service provider, an attorney, or a medical professional from whom the victim has sought assistance in addressing domestic violence, dating violence or stalking, or the effects of abuse, in which the professional attests under penalty of perjury to the professional's belief that the incident(s) in question are actual incidents of abuse and the victim of domestic violence, dating violence, or stalking has signed or attested to the documentation; or
 - (b) producing a Federal, State, Tribal, territorial, or local police or court record.
10. All information provided to the PHA pursuant to the certification request, including the fact that an individual is a victim of domestic violence, dating violence, or stalking, shall be retained in confidence by the PHA, and shall neither be entered into a shared data base nor provided to any related entity, except to the extent that disclosure is:
 - (a) requested or consented to by the individual in writing;
 - (b) required for use in an eviction proceeding; or
 - (c) otherwise required by applicable law.