

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

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The Housing Authority of the  
City of North Las Vegas

**PHA Plans**  
Annual Plan for Fiscal Year 2007

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

**PHA Plan  
Agency Identification**

**PHA Name:** Housing Authority of the City of North Las Vegas

**PHA Number:** NV007

**PHA Fiscal Year Beginning:** 07/2007

**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 2007 - 2011**  
[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)  
**The Housing Authority of the City of North Las Vegas is committed to providing quality, affordable housing that is decent, safe, sanitary and in good repair, to eligible families in this community through innovative resource development and responsible stewardship of our housing and fiscal resources. We strive to make the best use of all available resources so that our residents may live in an environment that is clean, well maintained and attractive. Our goal is to manage our public housing and affordable housing units in a manner that is consistent with good, financially sound property management practices.**

**It is our goal to manage our Section 8 Program in a manner that accomplishes not only our basic objective of providing rental assistance but also assisting our clients in pursuing opportunities for economic self-sufficiency.**

**By taking advantage of available community and government resources, we intend to provide our residents with as many opportunities for economic self-sufficiency as we can identify. We endeavor to instill pride and a desire for an enhanced quality of life for our residents and their families. We are committed to serving our residents and this entire community in a manner that demonstrates professional courtesy, respect and care**

**B. Goals**

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

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
  - Apply for additional rental vouchers:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - Other (list below)
  
- PHA Goal: Improve the quality of assisted housing  
Objectives:
  - Improve public housing management: (PHAS score) 57
  - Improve voucher management: (SEMAP score) 72
  - Increase customer satisfaction:
  - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
  - Renovate or modernize public housing units:
  - Demolish or dispose of obsolete public housing:
  - Provide replacement public housing:
  - Provide replacement vouchers:
  - Other: (list below)
  
- PHA Goal: Increase assisted housing choices  
Objectives:
  - Provide voucher mobility counseling:
  - Conduct outreach efforts to potential voucher landlords
  - Increase voucher payment standards
  - Implement voucher homeownership program:
  - Implement public housing or other homeownership programs:
  - Implement public housing site-based waiting lists:
  - Convert public housing to vouchers:
  - Other: (list below)

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

- PHA Goal: Provide an improved living environment  
Objectives:
  - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:

- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Implement public housing security improvements:
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households
  - Objectives:
  - Increase the number and percentage of employed persons in assisted families:
  - Provide or attract supportive services to improve assistance recipients' employability:
  - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
  - Other: (list below)

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

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

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

## Annual PHA Plan

### PHA Fiscal Year 2006

[24 CFR Part 903.7]

#### **i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

#### **Streamlined Plan:**

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

**Troubled Agency Plan**

#### **ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

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

This Agency Plan is the result of careful and conscientious collaboration among Housing Authority Commissioners, local government representatives, program residents and participants, and Housing Authority staff.

This Agency Plan reaffirms the Housing Authority's commitment to its mission of providing quality, affordable housing that is decent, safe and sanitary to eligible families in the community by continuing its current Public Housing, Section 8 and HOME Rental programs.

The Housing Authority will continue its Section 8 Homeownership Program. It will continue to create more unsubsidized affordable housing opportunities in the community by either acquiring existing rental properties or constructing new ones. The Housing Authority will continue its partnerships with the City of North Las Vegas and local non-profits towards their mutual goal of revitalizing old neighborhoods and increasing the availability of affordable housing units to low and moderate income families including the elderly and disabled.

This Agency Plan also reflects some changes in the Public Housing Admissions and Continued Occupancy Policy (ACOP) and the Section 8 Administrative Plan.

Public Housing Program residents and Section 8 program participants played a vital role in the development of this Agency Plan in their capacity as a "Resident Advisory Board" (RAB) which contributed input into policies and strategies contained in this Plan.

The Housing Authority is proud of this Agency Plan. As in any plan, the Housing Authority expects that it may become necessary to make changes to this Plan in the future. The agency will monitor its performance and progress with regards to this Plan and will do its best to stay on course in order to maximize its goal of addressing the needs of the community it serves. Funding through tax credits and/or bonding capacity will be explored as necessary.

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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#### **Attachments**

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

Required Attachments:

- Admissions Policy for Deconcentration – **HACNLV is exempt**
- B - 2007 Capital Fund Program Annual Statement
- D - Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- E - PHA Management Organizational Chart
- C - FY 2007 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan – N/A
- F - Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

- NV007A01 = List of Attachments**
- NV007G01 = Members of Resident Advisory Committee**
- NV007H01 = Minutes of Meeting of Resident Advisory Committee**
- NV007I01 = Resident Membership on PHA Board**
- NV007J01 = Community Service Policy**
- NV007K01 = Pet Policy**
- NV007L01 = Family Self-Sufficiency Action Plan**

**Supporting Documents Available for Review**

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
Attachment By mail	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	Annual Plan
Attachment By mail	State/Local Government Certification of Consistency with the Consolidated Plan	Annual Plan
On Display	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.	Annual Plan
On Display	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
On Display	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
On Display	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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
On Display	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
EXEMPT	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 Quality Housing and Work Responsibility Act Initial Guidance; Notice and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
On Display	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
On Display	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
On Display	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
On Display	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
On Display	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
On Display	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
On Display	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
Attachment	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
N/A	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
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
No New Application	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
On Display	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
Pending	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
On Display	FSS Action Plans for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
On Display	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
On Display	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	<b>2506</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>3</b>	<b>5</b>
Income >30% but <=50% of AMI	<b>1813</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>3</b>	<b>3</b>
Income >50% but <80% of AMI	<b>2171</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>5</b>	<b>2</b>	<b>2</b>
Elderly	<b>542</b>	<b>5</b>	<b>4</b>	<b>5</b>	<b>5</b>	<b>3</b>	<b>3</b>
Families with Disabilities	<b>Not Available</b>						
Race/Ethnicity	<b>N/A</b>						
Race/Ethnicity	<b>N/A</b>						

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year: **2006**
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

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

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

### Housing Needs of Families on the Waiting List

**Note:** Our Section 8 waiting list is intentionally maintained at low levels based on our desire not to create the illusion of being able to be housed quickly (realistically a family may have to wait 2-3 years to be housed). We presently have 161 applicants on our waiting list. We conduct a lottery style application intake process and draw names (between 200 and 250) from the lottery barrel periodically and the selected families are placed on the waiting list. The lottery will be opened again before the start of the 2007-2008 fiscal year.

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	<b>161</b>		<b>84</b>
Extremely low income (<=30% AMI)	<b>98</b>	<b>61%</b>	
Very low income (>30% but <=50% AMI)	<b>51</b>	<b>32%</b>	
Low income (>50% but <80% AMI)	<b>12</b>	<b>7%</b>	
Families with children	<b>113</b>	<b>70%</b>	
Elderly families	<b>13</b>	<b>8%</b>	
Families with Disabilities	<b>5</b>	<b>3%</b>	
White/Hispanic	<b>10</b>	<b>6%</b>	
White/Non-Hispanic	<b>18</b>	<b>11%</b>	
Black/Hispanic	<b>1</b>	<b>1%</b>	
Black/Non-Hispanic	<b>132</b>	<b>82%</b>	

Characteristics by Bedroom Size (Public Housing Only)

1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

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

If yes:

How long has it been closed (# of months)? 20 Months (Since July 2005)

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

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	727		240
Extremely low income (<=30% AMI)	627	86%	
Very low income (>30% but <=50% AMI)	87	12%	
Low income (>50% but <80% AMI)	11	2%	
Families with children	312	43%	
Elderly families	129	18%	
Families with Disabilities	2	0%	
White/Hispanic	97	13%	
White/Non-Hispanic	198	27%	
Black/Hispanic	1	0%	
Black/Non-Hispanic	405	56%	
Amer Ind/Hispanic	1	0%	
Amer Ind/Non-Hispanic	12	2%	
Pacific Isl/Hispanic	2	0%	
Pacific Isl/Non-Hispanic	7	1%	
Asian/Hispanic	2	0%	
Asian/Non-Hispanic	2	0%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	425	59%	27
2 BR	145	20%	23
3 BR	148	20%	19
4 BR	9	1%	20
5 BR	0	0%	
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
<b>NOTE: Only the 1 bedroom waiting list is closed.</b>			
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			

### C. Strategy for Addressing Needs

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

**(1) Strategies**

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

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

Select all that apply

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

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

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (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)
- Explore the development of additional affordable housing through the Section 202 and Low-income housing tax credit programs**

**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)
- Continue to pursue housing opportunities utilizing the low-income housing tax credit program, Section 202 housing program or bond financing, if feasible.**

**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)
- Pursue housing opportunities utilizing the Section 811 program.**

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

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

Select if applicable

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

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2007 grants)</b>		
a) Public Housing Operating Fund	<b>563,574</b>	
b) Public Housing Capital Fund '07	<b>350,000</b>	
c) HOPE VI Revitalization	<b>N/A</b>	
d) HOPE VI Demolition	<b>N/A</b>	
e) Annual Contributions for Section 8 Tenant-Based Assistance	<b>12,344,407 (HAP &amp; Admin)</b>	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	<b>N/A</b>	
g) Resident Opportunity and Self-Sufficiency Grants	<b>49,637</b>	
h) Community Development Block Grant	<b>N/A</b>	
i) HOME	<b>N/A</b>	
Other Federal Grants (list below)		
FSS Homeownership Coordinator	<b>59,680</b>	Section 8 Supportive Services
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
Public Housing Capital Fund (2005)	<b>369,539</b>	PH Capital Improvements
Public Housing Capital Fund (2006)	<b>356,078</b>	PH Capital Improvements
<b>3. Public Housing Dwelling Rental Income</b>	<b>418,200</b>	PH Operations
<b>4. Other income (list below)</b>		
Laundry and Late Fees	<b>11,610</b>	PH Operations
Interest Income	<b>500</b>	PH Operations
<b>5. Non-federal sources (list below)</b>		
Not Applicable		
<b>Total resources</b>	<b>14,523,225</b>	

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

[24 CFR Part 903.7 9 (c)]

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

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

##### **(1) Eligibility**

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: **(60 days)**
- Other: (describe) -

##### **There are two (2) phases to the application process:**

**Phase 1** – (initial) The PHA will preliminarily assess the family’s eligibility for inclusion and proper placement on the waiting list. The pre-application will be dated, time-stamped, and referred to the PHA’s office where tenant selection and assignment is processed.

**Phase 2** – (final determination) The interview is scheduled whereby the full application is completed and submitted. The Housing Authority ensures that all verifications of all HUD and PHA eligibility factors are current and in order to determine the family’s eligibility for an offer of a suitable unit. This process takes place when the family reaches the top (define top) of the waiting list.

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) – **Debt to HACNLV and/or other PHAs**

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) – **PHA-wide list**

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

- PHA main administrative office
- PHA development site management office
  - Other (list below) – **Interested parties may apply by accessing our web site ([www.hacnly.com](http://www.hacnly.com)) and completing a pre application on-line. The full application is completed at the family’s interview appointment. As a reasonable accommodation, we permit the submission of applications request.**

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

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

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

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

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

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

**(3) Assignment**

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

- One

- Two
- Three or More

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

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

- Veterans and veterans' families – **State of Nevada requirement**
- 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)

**The Housing Authority has adopted an “emergency federal disaster declaration” preference. This is in response to the recent disaster in the Gulf area during the 2005 calendar year. We grant 50 preference points to all disaster victims that have been issued a FEMA emergency identification number. The assigned FEMA number is verified with an authorized federal agency.**

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.

**NOTE: - No Federal preferences are used, only State mandated Veteran’s preference**

**1 Date and Time – will be used as a tie-breaker when there is more than one applicant who has a Veterans’ preference.**

Former Federal preferences:

- 0 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 0 Victims of domestic violence
- 0 Substandard housing
- 0 Homelessness
- 0 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 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)

**The Housing Authority has adopted an “emergency federal disaster declaration” preference. This is in response to the recent disaster in the Gulf area during the 2005 calendar year. We grant 50 preference points to all disaster victims that have been issued a FEMA emergency identification number. The assigned FEMA number is verified with an authorized federal agency.**

**Broad Range of Income Policy:**

**HACNLV has a “Broad Range of Income Policy” which calls for identifying Gross Income thresholds (ranges) and setting target percentages of families belonging to each income range in relationship to the population of residents in each development. The purpose of this policy is to strike a reasonable balance in the percentage of families with different levels of income around the development and to avoid a disproportionate concentration of families of any one income range.**

**HACNLV will gather data and analyze periodically, at least annually, the distribution of families by income thresholds.**

**HACNLV will give a local preference to a family who belongs to the income threshold that is needed to achieve the target percentage established. Skipping of a family on the waiting list specifically to reach another family with a lower or higher income is not to be considered an adverse action to the family. Such skipping will be uniformly applied until the target threshold is met.**

**This policy will not be used to circumvent HUD’s income targeting requirements.**

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) – **HACNLV’s web site (www.hacnlv.com)**

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

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

**(6) Deconcentration and Income Mixing**

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

**NOTE: Our Elderly development is exempt from deconcentration. We have only one family development, therefore a Deconcentration Policy is not necessary.**

- 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) – **checking for registered sex offenders.**

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)

**New applicants and persons being added to lease that are 18 years or older.**

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 from the landlord, the PHA will provide the following information, when available, based on documentation in its possession:**

#### 1. Eviction history

**2. Damage to rental units**

**3. Other aspects of tenancy history (housekeeping and lease violations)**

The information will be provided to the extent that the information is available.  
The information will be provided in writing.

**(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 – **when the lottery is open**
- Other (list below)

**In accordance with the Administrative Plan.**

**(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:

**A family may submit a written request for an extension of the Voucher time period. All requests for extensions must be received prior to the expiration date of the Voucher.**

**Extensions are permissible at the discretion of the PHA up to a maximum of an additional thirty (30) calendar days primarily for these reasons:**

- 1. Extenuating circumstances such as hospitalization or a family emergency for an extended period of time that has affected the family's ability to find a unit within the initial 60-day period. Verification is required.**
- 2. The PHA is satisfied that the family has made a reasonable effort to locate a unit, including seeking the assistance of the PHA, throughout the initial 60-day period. A completed search record is required.**

3. **The family was prevented from finding a unit due to a disability accessibility requirement or large bedroom size requirement. The search record is part of the required verification.**

**(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)

**The Housing Authority has adopted an “emergency federal disaster declaration” preference. This is in response to the recent disaster in the Gulf area during the 2005 calendar year. We grant 50 preference points to all disaster victims that have been issued a FEMA emergency identification**

**number. The assigned FEMA number is verified with an authorized federal agency.**

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

- 0 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)  
0 Victims of domestic violence  
0 Substandard housing  
0 Homelessness  
0 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)

**The Housing Authority has adopted an “emergency federal disaster declaration” preference. This is in response to the recent disaster in the Gulf area during the 2005 calendar year. We grant 50 preference points to all disaster victims that have been issued a FEMA emergency identification number. The assigned FEMA number is verified with an authorized federal agency.**

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) – **By accessing our web site at [www.hacnlv.com](http://www.hacnlv.com)**

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

- Through published notices
- Other (list below) - By accessing our web site at [www.hacnlv.com](http://www.hacnlv.com)

## **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:

**HACNLV will notify all participant families subject to a minimum rent of their right to request a minimum rent hardship exception under the law.**

**HACNLV will review all tenant requests for exception from the minimum rent due to financial hardships. All requests for minimum rent exception are required to be in writing.**

#### **Exceptions to Minimum Rent**

**HACNLV will immediately grant the minimum rent exception to all families who request it.**

**The Minimum Rent will be suspended until HACNLV determines whether the hardship is:**

- a) Covered by statute
- b) Temporary or long term

**Criteria for Hardship Exception**

**In order for a family to qualify for a hardship exception the family's circumstances must fall into one of the following criteria:**

- a) **The family has lost eligibility or is awaiting an eligibility determination for Federal, State, or local assistance;**
- b) **The family would be evicted as a result of the imposition of the minimum rent requirement;**
- c) **The income of the family has decreased because of changed circumstances, including loss of employment.**
- d) **Death in the family**
- e) **Other circumstances as determined by HACNLV or HUD**

**Temporary Hardship**

**If HACNLV determines that the hardship is temporary, a minimum rent will be imposed, including back payment from time of suspension, but the family will not be evicted for nonpayment of rent during the 90-day period commencing on the date of the family's request for exemption. (HACNLV defines temporary as less than 90 days).**

**Repayment Agreements for Temporary Hardship**

**HACNLV will offer a repayment agreement to the family for any such rent not paid during the temporary hardship period.**

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: - **Flat Rents – See sub-section A-2 on following page(s).**

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  
**(pursuant to the Earned Income Disallowance requirements)**
- 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) – **No longer applicable**

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

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

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

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

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

f. Rent re-determinations:

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

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

**Required to report change in income when source of income changes or any change in family composition.**

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

**(2) Flat Rents**

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

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

**B. Section 8 Tenant-Based Assistance**

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

**(1) Payment Standards**

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR  
 100% of FMR  
 Above 100% but at or below 110% of FMR  
 Above 110% of FMR (if HUD approved; describe circumstances below)

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

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

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)

**When circumstances warrant re-evaluation.**

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)

**To allow 100% utilization**

## **(2) Minimum Rent**

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

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

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

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

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

### **B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

### **C. Management and Maintenance Policies**

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

(1) Public Housing Maintenance and Management: (list below)

(2) Section 8 Management: (list below)

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

### **A. Public Housing**

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- PHA main administrative office
  - PHA development management offices
  - Other (list below)

### **B. Section 8 Tenant-Based Assistance**

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

If yes, list additions to federal requirements below:

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

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

### **A. Capital Fund Activities**

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

#### **(1) Capital Fund Program Annual Statement**

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

Select one:

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

**NV007A01 Capital Fund Program Annual Statement**

-or-

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

#### **(2) Optional 5-Year Action Plan**

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

a.  Yes  No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name)

**NV007B01 Capital Fund Program 5 Year Action Plan**

-or-

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

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

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

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

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

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

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

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

## 8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

### 2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Rose Garden Senior Apartments</b>
1b. Development (project) number: <b>NV007003</b>
2. Designation type: Occupancy by only the elderly <input checked="" 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 checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <b><u>(11/01/2000)</u></b>
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: - <b><u>120</u></b>
7. Coverage of action (select one) <input type="checkbox"/> Part of the development

Total development

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

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

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

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

#### 2. Activity Description

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

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

- Units addressed in a pending or approved demolition application (date submitted or approved: \_\_\_\_\_)
- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: \_\_\_\_\_)
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: \_\_\_\_\_)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

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

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

## **11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

### **A. Public Housing**

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

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

#### 2. Activity Description

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

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

## B. Section 8 Tenant Based Assistance

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

2. Program Description:

**Use of tenant-based assistance under the Section 8 Housing Choice Voucher Program by participating families for Homeownership purposes. This includes credit repair, pre and post counseling, financial consultation, home inspections, and ultimately mortgage payment assistance.**

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. **Participation in FSS Program is a preference**
2. **Minimum one year residency in unit**
3. **No family-caused violations of Housing Quality Standards within the last year**
4. **No money owed to the Housing Authority**
5. **No serious lease violations within the last year**

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

[24 CFR Part 903.7 9 (1)]

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

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

#### 1. Cooperative agreements:

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

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

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

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

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

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

##### a. Self-Sufficiency Policies

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

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

##### b. Economic and Social self-sufficiency programs



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  
\*\*\***In process**
- 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)

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

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

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

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

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

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities

- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

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

**C. Coordination between PHA and the police**

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

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

**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)]

**See Attachment #NV007K01**

## **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? 1
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) NV007F01 Comments of Resident Advisor Board & Explanation of PHA Response  
 Provided below:
  
3. In what manner did the PHA address those comments? (select all that apply)  
 Considered comments, but determined that no changes to the PHA Plan were necessary.  
 The PHA changed portions of the PHA Plan in response to comments  
List changes below:  
 Other: (list below)

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

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

#### 3. Description of Resident Election Process

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

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

##### b. Eligible candidates: (select one)

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

Other (list)

c. Eligible voters: (select all that apply)

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

### **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: - **Clark County, Nevada – includes the City of North Las Vegas**

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)
- a) **Establish and maintain Resident Councils.**
  - b) **Maintaining our Memorandum of Understanding (MOU) between the three housing authorities that have established administrative procedures for the issuance of Housing Choice Vouchers across jurisdictional boundaries.**
  - c) **Assessment of needs of tenants and applicants on waiting list for accessible units.**
  - d) **The development of Homeownership opportunities for low-income families**
  - e) **Pursuing the development, purchase, or rehabilitation of affordable housing structures.**

Other: (list below)

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

**Clark County's Consolidated Plan incorporates the comments, suggestions, and recommendations of the Housing Authority of the City of North Las Vegas.**

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

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

## Attachments

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

### Attachment A

1. NV007B01 = Capital Fund Program Annual Statements
2. NV007C01 = Capital Fund Program Five-Year Action Plan
3. NV007D01 = Most recent board-approved operating budget
4. NV007E01 = Organizational Chart
5. NV007F01 = Comments of Resident Advisory Board & Explanation of PHA Response
6. NV007G01 = Membership of Resident Advisory Committee
7. NV007H01 = Meeting of Resident Advisory Committee
8. NV007I01 = Resident Membership on PHA Board
9. NV007J01 = Community Service Policy
10. NV007K01 = Pet Policy
11. NV007L01 = Family Self-Sufficiency Action Plan

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: HOUSING AUTHORITY OF THE CITY OF NORTH LAS VEGAS	Grant Type and Number Capital Fund Program Grant No: NV39P007501-04	Federal FY of Grant: 2004
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Original Annual Statement  
 Performance and Evaluation Report for Period Ending: 12/31/2006  
 Reserve for Disasters/ Emergencies  
 Revised Annual Statement (revision no: 4)  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	32,798	32,798	32,798	32,798.00
3	1408 Management Improvements	55,000	55,000	55,000	55,000.00
4	1410 Administration	32,798	32,798	32,798	32,798.00
5	1411 Audit	1,000	1,000	1,000	1,000.00
6	1415 Liquidated Damages		-	-	
7	1430 Fees and Costs	-	-	-	-
8	1440 Site Acquisition	-	-	-	
9	1450 Site Improvement	87,494	87,494	87,494	87,493.44
10	1460 Dwelling Structures	86,640	87,880	72,566	72,565.91
11	1465.1 Dwelling Equipment—Nonexpendable	13,257	12,017	12,017	12,016.50
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	19,000	19,000	17,806	17,805.62
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency	-	-	-	-
20	<b>Amount of Annual Grant: (sum of lines 2-19)</b>	327,987	327,987	311,479	311,477.47
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 compliance				
24	Amount of Line 20 related to Security	30,000	30,000	7,745	7,745.27
25	Amount of line 20 Related to Energy Conservation Measures				

Signature of Executive Director - Don L. England, CEO	Date	Signature of Public Housing Director	Date
	2/2/2007		

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

CFP #: NV39P007501-04

**Part II: Supporting Pages**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
HA-Wide Soft	Operations	1406		32,798	32,798	32,798	32,798.00	Transferred
Costs	SUB-TOTAL			32,798	32,798	32,798	32,798.00	
	Upgrade computer software & hardware	1408		39,361	39,361	39,361	39,360.67	Completed
	Employee Training	1408		469	469	469	469.06	Completed
	Consultant	1408		7,425	7,425	7,425	7,425.00	Completed
	Security	1408		7,745	7,745	7,745	7,745.27	Completed
	SUB-TOTAL			55,000	55,000	55,000	55,000.00	
	Administrative Salaries & Benefits	1410		32,798	32,798	32,798	32,798.00	Completed
	SUB-TOTAL			32,798	32,798	32,798	32,798.00	
	Audit	1411		1,000	1,000	1,000	1,000.00	Completed
	SUB-TOTAL			1,000	1,000	1,000	1,000.00	
Rose Garden	Update Landscaping	1450		61,413	61,413	61,413	61,412.50	Completed
NV007-003	Replace Sidewalks	1450		19,293	19,293	19,293	19,293.15	Transferred from 1460
	SUB-TOTAL			80,706	80,706	80,706	80,705.65	
	Mold Inspect & Abatement/Rehab	1460		-	-	-	-	
	Replace Toilets	1460		9,008	9,008	9,008	9,007.89	Completed
	Paint Exterior	1460		9,038	9,963	9,963	9,962.71	Completed
	Replace Carpeting	1460		17,000	14,186	9,696	9,696.39	In Progress
	Resurface Bath Tubs	1460		4,000	2,475	2,475	2,475.00	Completed
	Replace Screens	1460		-	-	-	-	Cancelled
	Replace Water Heaters	1460		-	-	-	-	Cancelled
	Replace Sidewalks	1460		-	-	-	-	Transferred to 1450
	Paint Building Interior	1460		7,797	4,399	4,399	4,399.00	Completed
	SUB-TOTAL			46,843	40,031	35,541	35,540.99	
	Refrigerators & stoves	1465		6,168	5,548	5,548	5,548.00	Completed
	SUB-TOTAL			6,168	5,548	5,548	5,548.00	

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

CFP #: NV39P007501-04

**Part II: Supporting Pages**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
Casa Rosa	Update Landscaping	1450		330	330	330	330.01	Completed
NV007-004	Replace Sidewalks	1450		6,458	6,458	6,458	6,457.78	Transferred from 1460
	SUB-TOTAL			6,788	6,788	6,788	6,787.79	
	Mold Inspect & Abatement/Rehab	1460		-	-	-	-	
	Replace unit floor coverings	1460		28,000	28,000	17,176	17,176.23	In Progress
	Replace closet doors	1460		4,000	3,594	3,594	3,593.69	Completed
	Replace furnaces	1460		-	-	-	-	Cancelled
	Replace Sidewalks	1450		-	-	-	-	Transferred to 1450
	Paint building interiors	1460		7,797	16,255	16,255	16,255.00	Completed
	SUB-TOTAL			39,797	47,849	37,025	37,024.92	
	Refrigerators & stoves	1465		7,089	6,469	6,469	6,468.50	Completed
	SUB-TOTAL			7,089	6,469	6,469	6,468.50	
HA-Wide Hard	Maintenance Tools	1475		3,000	4,077	2,883	2,882.69	In Progress
Costs	Community space equipment	1475		2,359	-	-	-	Cancelled
	Office equipment	1475		13,641	14,923	14,923	14,922.93	Completed
	SUB-TOTAL			19,000	19,000	17,806	17,805.62	
	Contingency	1502		-	-	-	-	
	SUB-TOTAL			-	-	-	-	
	GRAND TOTAL			327,987	327,987	311,479	311,477.47	
Signature of Executive Director - Don L. England, CEO		Date		Signature of Public Housing Director		Date		
		2/2/2007						

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

PHA Name: Housing Authority of the City of North Las Vegas		Grant Type and Number Capital Fund Program No: NV39P007501-04				FFY of Grant: 2004	
Development Number/Name HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide Activities	9/13/2006	12/31/2006		9/13/2008			
Rose Garden NV007-003	9/13/2006	4/30/2007		9/13/2008			
Casa Rosa NV007-004	9/13/2006	4/30/2007		9/13/2008			
Signature of Executive Director - Don L. England, CEO				Signature of Public Housing Director			
Date 2/2/2007				Date			

## Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: HOUSING AUTHORITY OF THE CITY OF NORTH LAS VEGAS		Grant Type and Number Capital Fund Program Grant No: NV39P00750105		Federal FY of Grant: 2005	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2)	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2006				<input type="checkbox"/> Final Performance and Evaluation Report	
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	32,798	36,954	9,116	9,116
3	1408 Management Improvements Soft Costs	55,000	63,900	9,531	9,530
	Management Improvements Hard Costs	10,000	10,000	10,001	10,002
4	1410 Administration	32,798	36,954	10,963	10,963
5	1411 Audit	1,000	1,000	-	-
6	1415 Liquidated Damages				
7	1430 Fees and Costs	-			
8	1440 Site Acquisition	-			
9	1450 Site Improvement	41,000	1,000	-	-
10	1460 Dwelling Structures	110,000	168,340	-	-
11	1465.1 Dwelling Equipment—Nonexpendable	11,000	12,000	-	-
12	1470 Nondwelling Structures	-	-	-	-
13	1475 Nondwelling Equipment	31,000	36,000	-	-
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency	3,391	3,391	-	-
20	<b>Amount of Annual Grant: (sum of lines 2-19)</b>	327,987	369,539	39,610	39,609.74

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: HOUSING AUTHORITY OF THE CITY OF NORTH LAS VEGAS	Grant Type and Number Capital Fund Program Grant No: NV39P00750105	Federal FY of Grant: 2005
<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/ Emergencies	<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2)
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/2006		<input type="checkbox"/> Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 compliance				
23	Amount of line 20 Related to Security –Soft Costs	40,000	40,000		
24	Amount of Line 20 related to Security-- Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
26	Collateralization Expenses or Debt Service				

Signature of Executive Director - Don L. England	Date	Signature of Public Housing Director	Date
	2/2/2007		

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

**Part II: Supporting Pages**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
HA-Wide Soft	Operations	1406		36,954	36,954	9,116	9,115.50	
Costs	SUB-TOTAL			36,954	36,954	9,116	9,115.50	
	Upgrade computer software & hardware	1408		22,900	22,900	4,397	4,397.40	
	Employee Training	1408		5,000	5,000	2,462	2,462.26	
	Consultant	1408		6,000	6,000	-		
	Security	1408		40,000	40,000	12,672	12,672.00	
	SUB-TOTAL			73,900	73,900	19,532	19,531.66	
	Administrative Salaries & Benefits	1410		36,954	36,954	10,963	10,962.58	
	SUB-TOTAL			36,954	36,954	10,963	10,962.58	
	Audit	1411		1,000	1,000	-		
	SUB-TOTAL			1,000	1,000	-	-	
Rose Garden	Update landscaping	1450		25,000	-	-		
NV007-003	Replace Sidewalks	1450		6,000	1,000	-		
	SUB-TOTAL			31,000	1,000	-	-	
	Inspect for mold	1460		3,000	500	-		
	Abate mold/rehab	1460		3,000	500	-		
	Replace toilets	1460		8,840	1,000	-		
	Paint bldg exterior	1460		20,000	10,000	-		
	Replace carpeting	1460		15,000	30,000	-		
	Resurface bath tubs	1460		4,500	6,000	-		
	Replace screens	1460		1,000	-	-		
	Replace water heaters	1460		1,000	2,000	-		
	Paint building interior	1460		20,000	20,000	-		
	SUB-TOTAL			76,340	70,000	-	-	
	Refrigerators & stoves	1465		6,000	4,000	-		
	SUB-TOTAL			6,000	4,000	-	-	

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

**Part II: Supporting Pages**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
Casa Rosa	Update landscaping	1450		15,000	-	-		
NV007-004	Replace Sidewalks	1450		3,000	-	-		
	<b>SUB-TOTAL</b>			<b>18,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	
	Inspect for mold	1460		4,000	500	-		
	Abate mold/rehab	1460		5,000	500	-		
	Add fiber to Tot Lots	1460		3,500	-	-		
	Replace window blinds	1460		2,000	5,000	-		
	Replace unit floor coverings	1460		25,000	35,000	-		
	Resurface bath tubs	1460		4,500	6,000	-		
	Replace closet doors	1460		3,500	11,000	-		
	Replace furnaces	1460		-	-	-		
	Replace sidewalks	1460		-	-	-		
	Paint building interiors	1460		15,000	40,340	-		
	<b>SUB-TOTAL</b>			<b>62,500</b>	<b>98,340</b>	<b>-</b>	<b>-</b>	
	Refrigerators & stoves	1465		2,000	8,000	-		
	<b>SUB-TOTAL</b>			<b>2,000</b>	<b>8,000</b>	<b>-</b>	<b>-</b>	
HA-Wide Hard	Maintenance Tools	1475		5,000	10,000	-		
	Community space equipment	1475		5,000	-	-		
	Office equipment	1475		1,000	6,000	-		
	Vehicle Replacement	1475		15,000	20,000	-		
	<b>SUB-TOTAL</b>			<b>26,000</b>	<b>36,000</b>	<b>-</b>	<b>-</b>	
	Contingency	1502		3,391	3,391	-		
	<b>SUB-TOTAL</b>			<b>3,391</b>	<b>3,391</b>	<b>-</b>	<b>-</b>	
	<b>GRAND TOTAL</b>			<b>374,039</b>	<b>369,539</b>	<b>39,610</b>	<b>39,609.74</b>	
Signature of Executive Director - Don L. England		Date 2/2/2007		Signature of Public Housing Director		Date		

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

PHA Name: HOUSING AUTHORITY OF THE CITY OF NORTH LAS VEGAS		Grant Type and Number Capital Fund Program No: NV39P00750105				FFY of Grant: 2005	
Development Number/Name HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide Activities	9/30/2007			9/30/2009			
Rose Garden NV007-003	9/30/2007			9/30/2009			
Casa Rosa NV007-004	9/30/2007			9/30/2009			
Signature of Executive Director - Don L. England				Signature of Public Housing Director			
Date 2/2/2007				Date			

## Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: HOUSING AUTHORITY OF THE CITY OF NORTH LAS VEGAS	Grant Type and Number Capital Fund Program Grant No: NV39P00750106	Federal FY of Grant: 2006
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Original Annual Statement       Reserve for Disasters/ Emergencies       Revised Annual Statement (revision no: 2 )  
 Performance and Evaluation Report for Period Ending: 12/31/2006       Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	35,607	35,607	-	-
3	1408 Management Improvements Soft Costs	61,214	61,000	-	-
	Management Improvements Hard Costs	10,000	10,214	-	-
4	1410 Administration	35,607	35,607	-	-
5	1411 Audit	1,000	1,000	-	-
6	1415 Liquidated Damages			-	-
7	1430 Fees and Costs			-	-
8	1440 Site Acquisition			-	-
9	1450 Site Improvement	40,919	55,000	-	-
10	1460 Dwelling Structures	134,731	109,150	-	-
11	1465.1 Dwelling Equipment—Nonexpendable	8,500	8,500	-	-
12	1470 Nondwelling Structures	-	-	-	-
13	1475 Nondwelling Equipment	23,500	35,000	-	-
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency	5,000	5,000		
20	<b>Amount of Annual Grant: (sum of lines 2-19)</b>	<b>356,078</b>	<b>356,078</b>	-	-
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 compliance				
23	Amount of line 20 Related to Security	50,000	50,000		
24	Amount of line 20 Related to Energy Conservation				

Signature of Executive Director - Don L. England, CEO	Date	Signature of Public Housing Director	Date
	2/2/2007		

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

CFP #: NV39P007501-06(R1)

**Part II: Supporting Pages**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
HA-Wide Soft	Operations	1406		35,607	35,607			
Costs	SUB-TOTAL			35,607	35,607	-	-	
	Upgrade computer software & hardware	1408		10,214	10,214			
	Employee Training	1408		5,000	5,000			
	Consultant	1408		6,000	6,000			
	Security	1408		50,000	50,000			
	SUB-TOTAL			71,214	71,214	-	-	
	Administrative Salaries & Benefits	1410		35,607	35,607			
	SUB-TOTAL			35,607	35,607	-	-	
	Audit	1411		1,000	1,000			
	SUB-TOTAL			1,000	1,000	-	-	
Rose Garden	Update landscaping	1450		16,919	5,000			
NV007-003	Replace Sidewalks	1450		6,000	-			
	SUB-TOTAL			22,919	5,000	-	-	
	Abate mold/rehab	1460		3,000	500			
	Replace toilets	1460		5,000	-			
	Paint bldg exterior	1460		20,000	-			
	Replace carpeting	1460		15,000	15,000			
	Resurface bath tubs	1460		4,500	500			
	Replace screens	1460		1,000	4,000			
	Replace water heaters	1460		1,000	1,000			
	Paint building interior	1460		15,000	11,000			
	SUB-TOTAL			64,500	32,000	-	-	
	Refrigerators & stoves	1465		5,000	5,000			
	SUB-TOTAL			5,000	5,000	-	-	

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

CFP #: NV39P007501-06(R1)

**Part II: Supporting Pages**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
Casa Rosa	Update landscaping	1450		15,000	50,000			
NV007-004	Replace Sidewalks	1450		3,000	-			
	<b>SUB-TOTAL</b>			<b>18,000</b>	<b>50,000</b>	<b>-</b>	<b>-</b>	
	Abate mold/rehab	1460		3,000	500			
	Add fiber to Tot Lots	1460		2,500	-			
	Paint/update Buildings Exterior	1460		24,231	55,000			
	Replace unit floor coverings	1460		20,000	10,000			
	Replace closet doors	1460		3,500	6,000			
	Replace furnaces/heating units	1460		2,000	5,650			
	Paint building interiors	1460		15,000	-			
	<b>SUB-TOTAL</b>			<b>70,231</b>	<b>77,150</b>	<b>-</b>	<b>-</b>	
	Refrigerators & stoves	1465		3,500	3,500			
	<b>SUB-TOTAL</b>			<b>3,500</b>	<b>3,500</b>	<b>-</b>	<b>-</b>	
HA-Wide Hard	Maintenance Tools	1475		3,000	6,500			
	Community space equipment	1475		2,500	2,500			
	Office equipment	1475		1,000	1,000			
	Vehicle Replacement	1475		17,000	25,000			
	<b>SUB-TOTAL</b>			<b>23,500</b>	<b>35,000</b>	<b>-</b>	<b>-</b>	
	Contingency	1502		5,000	5,000			
	<b>SUB-TOTAL</b>			<b>5,000</b>	<b>5,000</b>	<b>-</b>	<b>-</b>	
	<b>GRAND TOTAL</b>			<b>356,078</b>	<b>356,078</b>	<b>-</b>	<b>-</b>	

Signature of Executive Director - Don L. England, CEO

Date

2/2/2007

Signature of Public Housing Director

Date

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

**Part III: Implementation Schedule**

PHA Name: HOUSING AUTHORITY OF THE CITY OF NORTH LAS VEGAS		Grant Type and Number Capital Fund Program No: NV39P00750106				FFY of Grant: 2006	
Development Number/Name HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide Activities	9/30/2008			9/30/2010			
Rose Garden NV007-003	9/30/2008			9/30/2010			
Casa Rosa NV007-004	9/30/2008			9/30/2010			
Signature of Executive Director - Don L. England, CEO		Date 2/2/2007			Signature of Public Housing Director		Date



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

**Part II: Supporting Pages**

CFP #: NV39P007501-07

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
HA-Wide Soft	Operations	1406		35,000				
Costs	SUB-TOTAL			35,000	-	-	-	
	Upgrade computer software & hardware	1408		9,000				
	Employee Training	1408		5,000				
	Consultant	1408		6,000				
	Security	1408		50,000				
	SUB-TOTAL			70,000	-	-	-	
	Administrative Salaries & Benefits	1410		35,000				
	SUB-TOTAL			35,000	-	-	-	
	Audit	1411		1,000				
	SUB-TOTAL			1,000	-	-	-	
Rose Garden	Update landscaping	1450		5,000				
NV007-003	SUB-TOTAL			5,000	-	-	-	
	Abate mold/rehab	1460		500				
	Replace window blinds	1460		5,000	-			
	Paint bldg exterior	1460		20,000	-			
	Replace carpeting	1460		15,000				
	Replace screens	1460		4,500				
	Resurface bath tubs	1460		1,000				
	Replace water heaters	1460		1,000				
	Paint building interior	1460		15,000				
	SUB-TOTAL			62,000	-	-	-	
	Refrigerators & stoves	1465		5,000				
	SUB-TOTAL			5,000	-	-	-	

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

**Part II: Supporting Pages**

CFP #: NV39P007501-07

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Obligated	Expended	
Casa Rosa	Update landscaping	1450		15,000				
NV007-004	Replace Sidewalks	1450		3,000	-			
	<b>SUB-TOTAL</b>			<b>18,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	
	Abate mold/rehab	1460		500				
	Add fiber to Tot Lots	1460		-				
	Paint/update Buildings Exterior	1460		20,000				
	Replace unit floor coverings	1460		20,000				
	Replace closet doors	1460		3,500				
	Replace furnaces/heating units	1460		16,500				
	Paint building interiors	1460		15,000				
	<b>SUB-TOTAL</b>			<b>75,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	
	Refrigerators & stoves	1465		3,500				
	<b>SUB-TOTAL</b>			<b>3,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	
HA-Wide Hard	Maintenance Tools	1475		6,500				
	Community space equipment	1475		2,500				
	Office equipment	1475		1,000				
	Vehicle Replacement	1475		25,000				
	<b>SUB-TOTAL</b>			<b>35,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	
	Contingency	1502		5,000				
	<b>SUB-TOTAL</b>			<b>5,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	
	<b>GRAND TOTAL</b>			<b>350,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	

Signature of Executive Director - Don L. England, CEO

Date

2/2/2007

Signature of Public Housing Director

Date

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

PHA Name: HOUSING AUTHORITY OF THE CITY OF NORTH LAS VEGAS	Grant Type and Number Capital Fund Program No: NV39P00750107	FFY of Grant: 2007
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Development Number/Name HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide Activities	9/30/2009			9/30/2011			
Rose Garden NV007-003	9/30/2009			9/30/2011			
Casa Rosa NV007-004	9/30/2009			9/30/2011			

Signature of Executive Director - Don L. England, CEO	Date	2/2/2007	Signature of Public Housing Director	Date
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**Five-Year Action Plan**  
**Part I: Summary**  
 Capital Fund Program (CFP)

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

Attachment NV007C01

HA Name		Locality (City/County & State)				<input checked="" type="checkbox"/> Original <input type="checkbox"/> Revision No:___
Housing Authority of the City of North Las Vegas		North Las Vegas, Nevada				
A. Development Number/Name	Work Stmt. for Year 1 FFY <u>2007</u>	Work Statement for Year 2 FFY <u>2008</u>	Work Statement for Year 3 FFY <u>2009</u>	Work Statement for Year 4 FFY <u>2010</u>	Work Statement for Year 5 FFY <u>2011</u>	
Rose Garden NV007-003  Casa Rosa NV007-004	<b>See Annual Statement</b>					
B. Physical Improvements Subtotal		176,000	176,000	176,000	176,000	
C. Management Improvements		68,000	68,000	68,000	68,000	
D. HA-Wide Nondwelling Structures and Equipment		35,000	35,000	35,000	35,000	
E. Administration		35,000	35,000	35,000	35,000	
F. Other		1,000	1,000	1,000	1,000	
G. Operations		35,000	35,000	35,000	35,000	
H. Demolition						
I. Replacement Reserve						
J. Mod Used for Development						
K. Total CGP Funds						
L. Total Non-CGP funds						
M. Grand Total		350,000	350,000	350,000	350,000	
Signature of Executive Director		Date	Signature of Public Housing Director		Date	

**Five-Year Action Plan**  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
**Capital Fund Program (CFP)**

Work Statement for year 1 FFY 2007	Work Statement for Year 2 FFY 2008				Work Statement for Year 3 FFY 2009				
	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	
<b>See Annual Statement</b>	NV007-3 Rose Garden	General Unit			NV007-3 Rose Garden	General Unit			
		Replace window blinds		5,000		Replace window blinds	5,000		
		Inspect for mold		2,000		Inspect for mold	2,000		
		Abate mold/rehab		2,000		Abate mold/rehab	2,000		
		Replace Carpet		10,000		Replace Carpet	10,000		
		Replace Screens		2,000		Replace Screens	2,000		
		Bathroom				Bathroom			
		Resurface/replace bathtubs		6,000		Resurface/replace bathtubs	6,000		
		Paint				Paint			
		Paint building exterior		20,000		Paint building exterior	20,000		
		Paint building interiors		10,000		Paint building interiors	10,000		
		Site				Site			
		Replace sidewalks		9,000		Replace sidewalks	9,000		
		Update Landscaping		15,000		Update Landscaping	15,000		
	Kitchen			Kitchen					
	Replace Refrig & Stoves		6,000	Replace Refrig & Stoves	6,000				
	NV007-4 Casa Rosa	General Unit			NV007-4 Casa Rosa	General Unit			
		Replace window blinds		5,000		Replace window blinds	5,000		
		Inspect for mold		2,000		Inspect for mold	2,000		
		Abate mold/rehab		5,000		Abate mold/rehab	5,000		
		Replace Floor Covering		10,000		Replace Floor Covering	10,000		
Replace Closet Doors			6,000	Replace Closet Doors		6,000			
Paint				Paint					
Paint building interior			10,000	Paint building interior		10,000			
Site				Site					
Replace Sidewalks			10,000	Replace Sidewalks		10,000			
Update Landscaping		15,000	Update Landscaping	15,000					
HA-wide	Kitchen			HA-wide	Kitchen				
	Replace Refrig & Stoves		5,000		Replace Refrig & Stoves	5,000			
	Equipment				Equipment				
	Maintenance Tools & Equipment		5,000		Maintenance Tools & Equipment	5,000			
HA-wide	Replace Vehicles		20,000	HA-wide	Replace Vehicles		20,000		
	Community Equipment		5,000		Community Equipment	5,000			
	Office Equipment		5,000		Office Equipment	5,000			
	Contingency		21,000		Contingency	21,000			
Subtotal of Estimated Cost				211,000	Subtotal of Estimated Cost				211,000

**Five-Year Action Plan**  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

Work Statement for year 1 FFY 2007	Work Statement for Year 4 FFY 2010				Work Statement for Year 5 FFY 2011				
	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	
<b>See Annual Statement</b>	NV007-3 Rose Garden	General Unit			NV007-3 Rose Garden	General Unit			
		Replace window blinds		5,000		Replace window blinds		5,000	
		Inspect for mold		2,000		Inspect for mold		2,000	
		Abate mold/rehab		2,000		Abate mold/rehab		2,000	
		Replace Carpet		10,000		Replace Carpet		10,000	
		Replace Screens		2,000		Replace Screens		2,000	
		Bathroom				Bathroom			
		Resurface/replace bathtubs		6,000		Resurface/replace bathtubs		6,000	
		Paint				Paint			
		Paint building exterior		20,000		Paint building exterior		20,000	
	Paint building interiors		10,000	Paint building interiors		10,000			
	Site			Site					
	Replace sidewalks		9,000	Replace sidewalks		9,000			
	Update Landscaping		15,000	Update Landscaping		15,000			
	Kitchen			Kitchen					
	Replace Refrig & Stoves		6,000	Replace Refrig & Stoves		6,000			
	NV007-4 Casa Rosa	General Unit			NV007-4 Casa Rosa	General Unit			
		Replace window blinds		5,000		Replace window blinds		5,000	
		Inspect for mold		2,000		Inspect for mold		2,000	
		Abate mold/rehab		5,000		Abate mold/rehab		5,000	
		Replace Floor Covering		10,000		Replace Floor Covering		10,000	
		Replace Closet Doors		6,000		Replace Closet Doors		6,000	
		Paint				Paint			
Paint building interior			10,000	Paint building interior			10,000		
Site				Site					
Replace Sidewalks			10,000	Replace Sidewalks			10,000		
Update Landscaping		15,000	Update Landscaping		15,000				
Kitchen			Kitchen						
Replace Refrig & Stoves		5,000	Replace Refrig & Stoves		5,000				
HA-wide	Equipment			HA-wide	Equipment				
	Maintenance Tools & Equipment		5,000		Maintenance Tools & Equipment		5,000		
	Replace Vehicles		20,000		Replace Vehicles		20,000		
	Community Equipment		5,000		Community Equipment		5,000		
Office Equipment		5,000	Office Equipment		5,000				
HA-wide	Contingency		21,000	HA-wide	Contingency		21,000		
Subtotal of Estimated Cost				211,000	Subtotal of Estimated Cost				211,000

**Five-Year Action Plan**  
**Part II: Supporting Pages**  
**Management Needs Work Statement(s)**  
 Capital Fund Program (CFP)

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

**Five-Year A**  
**Part II: Supp**  
**Management**  
 Capital Fund F

Work Statement for year 1 FFY 2007	Work Statement for Year 2 FFY 2008				Work Statement for Year 3 FFY 2009				Work Statement for year 1 FFY 2007
	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	
<b>See Annual Statement</b>	HA-Wide	Operations		35,000	HA-Wide	Operations		35,000	<b>See Annual Statement</b>
	HA-Wide	Management Improvements			HA-Wide	Management Improvements			
		Hardware and Software		20,000		Hardware and Software		20,000	
		Training to improve PHAs score		8,000		Training to improve PHAs score		8,000	
		Consultant to improve PHAs score		10,000		Consultant to improve PHAs score		10,000	
		Security patrols and improvements		30,000		Security patrols and improvements		30,000	
	HA-Wide	Salaries and Fringes		35,000	HA-Wide	Salaries and Fringes		35,000	
	HA-Wide	Audit Fees		1,000	HA-Wide	Audit Fees		1,000	
Subtotal of Estimated Cost				139,000	Subtotal of Estimated Cost				139,000

**Action Plan**  
**Reporting Pages**  
**Needs Work Statement(s)**  
Program (CFP)

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

Work Statement for Year 4 FFY 2010				Work Statement for Year 5 FFY 2011			
Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
HA-Wide	Operations		35,000	HA-Wide	Operations		35,000
HA-Wide	Management Improvements			HA-Wide	Management Improvements		
	Hardware and Software		20,000		Hardware and Software		20,000
	Training to improve PHAs score		8,000		Training to improve PHAs score		8,000
	Consultant to improve PHAs score		10,000		Consultant to improve PHAs score		10,000
	Security patrols and improvements		30,000		Security patrols and improvements		30,000
HA-Wide	Salaries and Fringes		35,000	HA-Wide	Salaries and Fringes		35,000
HA-Wide	Audit Fees		1,000	HA-Wide	Audit Fees		1,000
Subtotal of Estimated Cost			139,000	Subtotal of Estimated Cost			139,000

# Operating Budget

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

Attachment NV007D01

a. Type of Submission <input type="checkbox"/> Original <input checked="" type="checkbox"/> Revision No: 3	b. Fiscal Year Ending June 30, 2007	c. No. of months (check one) <input checked="" type="checkbox"/> 12 mo <input type="checkbox"/> Other _____	d. Type of HUD assisted project(s) 01 <input checked="" type="checkbox"/> PHA/IHA-Owned Rental Housing 02 <input type="checkbox"/> IHA Owned Mutual Help Homeownership 03 <input type="checkbox"/> PHA/IHA Leased Rental Housing 04 <input type="checkbox"/> PHA/IHA Owned Turnkey III Homeownership 05 <input type="checkbox"/> PHA/IHA Leased Homeownership
e. Name of Public Housing Agency/Indian Housing Authority (PHA/IHA) Housing Authority of the City of North Las Vegas			
f. Address (city, State, zip code) 1632 Yale Street, North Las Vegas, Nevada 89030			
g. ACC Number		h. PAS/LOCCS Project No.	i. HUD Field Office
j. No. of Dwelling Units 221	k. No of Unit Months Available 2652	m. No. of Projects 2	

Line No.	Acct. No.	Description (1)	Actuals	<input checked="" type="checkbox"/> Estimates	Requested Budget Estimates			
			Last Fiscal Yr.	___ or Actuals Current Budget	PHA/IHA Estimates		HUD Modifications	
			2005 PUM (2)	2006 PUM (3)	PUM (4)	Amount (to \$10) (5)	PUM (6)	Amount (to \$10) (7)
<b>Homebuyers Monthly Payments for</b>								
010	7710	Operating Expense	-	-	-			
020	7712	Earned Home Payments	-	-	-			
030	7714	Nonroutine Maintenance Reserve	-	-	-			
040	<b>Total</b>	Break-Even Amount (sum of 010,020,and 030)	-	-	-	-		
050	7716	Escess (or deficit) in Break-Even	-	-	-			
060	7790	Homebuyers Monthly Payments - Contra	-	-	-			
<b>Operating Receipts</b>								
070	3110	Dwelling Rental	140.06	144.29	163.97	434,840		
080	3120	Excess Utilities	-	-	-			
090	3190	Nondwelling Rental	-	-	-			
100	<b>Total</b>	Rental Income (sum of 070,080,and 090)	140.06	144.29	163.97	434,840		
110	3610	Interest on General Fund Investments	0.02	1.13	0.19	500		
120	3690	Other Income	165.97	52.84	44.72	118,590		
130	<b>Total</b>	Operating Income (sum of 100,110, and 120)	306.06	198.25	208.87	553,930		
<b>Operating Expenditures - Administration</b>								
140	4110	Administrative Salaries	112.85	72.62	51.86	137,540		
150	4130	Legal Expense	1.17	1.58	1.51	4,000		
160	4140	Staff Training	1.52	0.94	1.70	4,500		
170	4150	Travel	0.20	0.19	0.19	500		
180	4170	Accounting Fees	-	-	-			
190	4171	Auditing Fees	1.13	1.13	1.43	3,800		
191	4182	Admin Employee Benefits	44.29	29.05	16.08	42,640		
200	4190	Other Administrative Expenses	21.88	16.06	16.06	42,600		
210	<b>Total</b>	Administrative Expense (sum of 140 thru 200)	183.06	121.58	88.83	235,580		
<b>Tenant Services</b>								
220	4210	Salaries	12.36	6.53	10.97	29,080		
230	4220	Recreation, Publications and Other Services	3.56	6.26	4.28	11,340		
231	4222	Tenant Services Employee Benefits	6.71	2.61	3.40	9,010		
240	4230	Contract Costs, Training and Other	2.94	-	-	-		
250	<b>Total</b>	Tenant Services Expense (sum of 220,230, and 240)	25.57	15.40	18.64	49,430		
<b>Utilities</b>								
260	4310	Water	8.79	17.46	9.43	25,000		
270	4320	Electricity	47.23	58.06	50.15	133,000		
280	4330	Gas	14.12	9.75	18.10	48,000		
290	4340	Fuel	-	-	-			
300	4350	labor	-	-	-			
310	4390	Other utility expense	12.46	12.84	15.08	40,000		
320	<b>Total</b>	Utilities Expense (sum of 260 thru 310)	82.60	98.11	92.76	246,000		

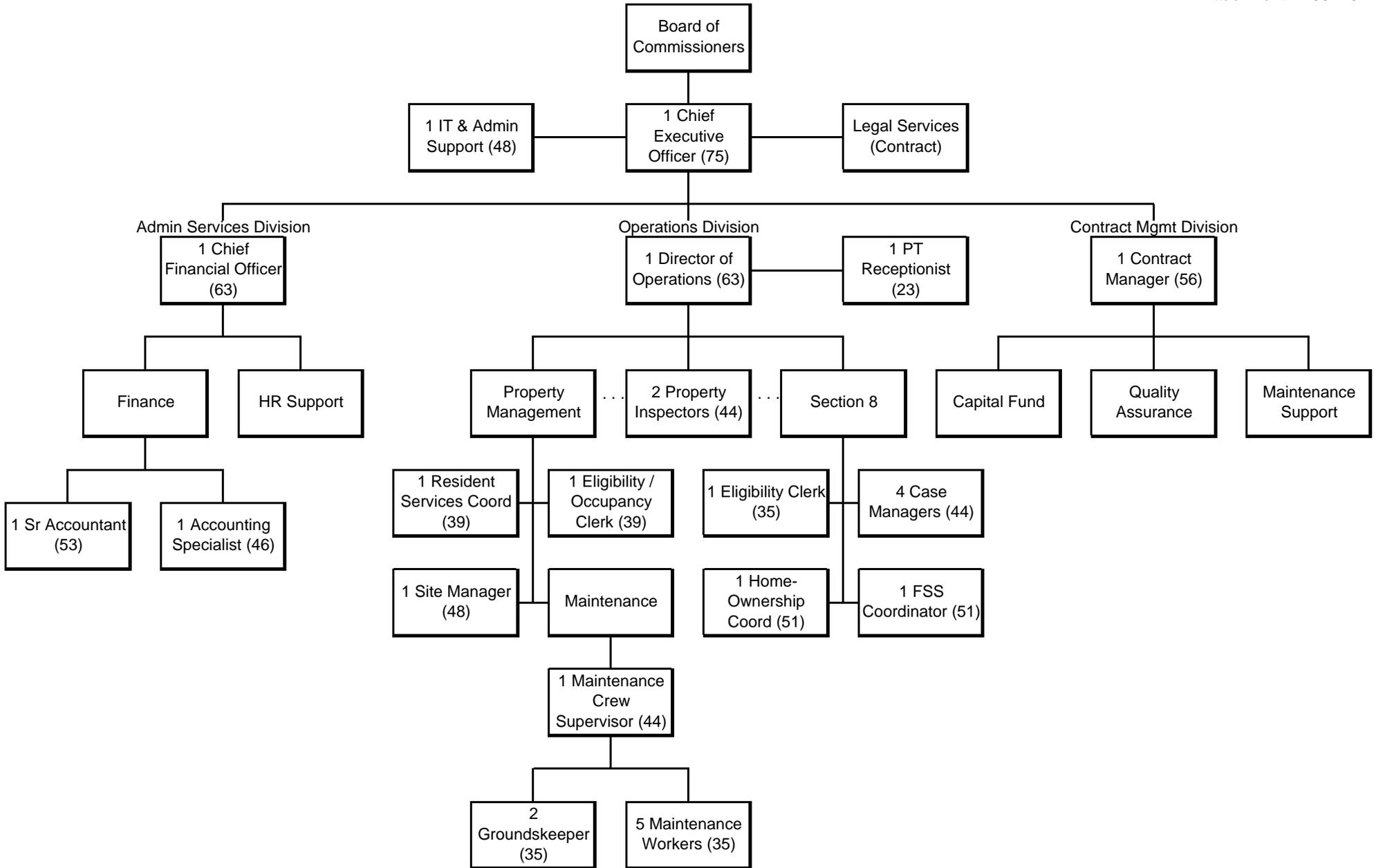
Name of PHA/IHA Housing Authority of the City of North Las Vegas					Fiscal Year Ending June 30, 2007			
Line No.	Acct. No.	Description (1)	Actuals Last Fiscal Yr. 2005 PUM (2)	X Estimates or Actuals Current Budget 2006 PUM (3)	Requested Budget Estimates			
					PHA/IHA Estimates		HUD Modifications	
					PUM (4)	Amount (to \$10) (5)	PUM (6)	Amount (to \$10) (7)
<b>Ordinary Maintenance and Operations</b>								
330	4410	Labor	57.02	61.77	50.53	134,000		
340	4420	Materials	19.38	18.85	16.97	45,000		
350	4430	Contract Costs	42.73	33.17	55.45	147,060		
351	4433	Maintenance Labor Employee Benefits	25.61	24.71	15.66	41,540		
360	<b>Total</b>	Ordinary Maintenance & Operations Expense (lines 330 - 350)	144.74	138.50	138.61	367,600		
<b>Protective Services</b>								
370	4460	Labor	1.62	-	-			
380	4470	Materials	-	-	-			
390	4480	Contract Costs	22.20	9.43	22.03	58,420		
391	4482	Protective Services Employee Benefits	0.75	-	-			
400	<b>Total</b>	Protective Services Expense (sum of 370 to 3390)	24.57	9.43	22.03	58,420		
<b>General Expense</b>								
410	4510	Insurance	13.78	10.57	35.75	94,820		
420	4520	Payments in Lieu of Taxes	-	-	-			
430	4630	Terminal Leave Payments	-	-	-			
440	4540	Employee Benefit Contributions	-	-	-			
450	4570	Collection Loss	3.00	4.52	4.10	10,870		
460	4590	Other General Expense	1.92	2.26	2.52	6,670		
470	<b>Total</b>	General Expense (sum of 410 to 460)	18.70	17.36	42.37	112,360		
480	<b>Total</b>	Routine Expense (sum of 210,250,320,360,400,and 470)	479.24	400.38	403.24	1,069,390		
<b>Rent for Leased Dwellings</b>								
490	4710	Rents to Owners of Leased Dwellings	-	-	-			
500	<b>Total</b>	Operating Expenses (sum of 480 and 490)	479.24	400.38	403.24	1,069,390		
<b>Nonroutine Expenditures</b>								
510	4610	Extraordinary Maintenance	50.49	-	-			
520	7520	Replacement of Nexpendable equipment	-	-	-			
530	7540	Property Betterments and Additions	31.68	-	-			
540	<b>Total</b>	Nonroutine Expenditures (sum of 510,520, and 530)	82.17	-	-	-		
550	<b>Total</b>	Operating Expenditures (sum of 500 and 540)	561.41	400.38	403.24	1,069,390		
<b>Prior Year Adjustments</b>								
560	6010	Prior Year Adjustments Affecting Residual Receipts	(0.09)	-	-			
<b>Other Expenditures:</b>								
570		Deficiency in Residual Receipts at End of Preceding Fiscal Yr.	-	-	-			
580	<b>Total</b>	Operating Expenditures, including prior year adjustments and other expenditures (line 550 +/- line 560 plus line 570)	561.32	400.38	403.24	1,069,390		
590		Residual Receipts (or Deficit) before HUD Contributions and provision for operating reserve (line 130 minus line 580)	(255.26)	(202.13)	(194.37)	(515,460)		
<b>HUD Contributions</b>								
600	8010	Basic Annual Contribution Earned-Leased Projects-Current Yr	-	-	-			
610	8011	Prior Year Adjustments - (Debit) Credit	-	-	-			
620	<b>Total</b>	Basic Annual Contribution (line 600 +/- line 610)	-	-	-	-		
630	8020	Contributions Earned - Op Sub - Curr Yr (before YE adj)	232.85	228.30	246.23	653,000		
640		Mandatory PFS Adjustments (net)	-	-	-			
650		Other - Proration	(4.42)	(25.57)	(29.55)	(78,360)		
660		Other (specify) 6/30/2004 Year End Utility Adj	-	-	-	-		
670		Total Year-end Adjustments/Other (=/- lines 640 thru 660)	-	-	-			
680	8020	Total Operating Subsidy - current year (line 630 +/- line 670)	228.43	202.73	216.68	574,640		
690	<b>Total</b>	HUD Contributions (sum of lines 620 and 680)	228.43	202.73	216.68	574,640		
700		Residual Receipts (or Deficit) sum of line 590 plus line 690						
		Enter here and on line 810	(26.83)	0.60	22.32	59,180		



# Housing Authority of the City of North Las Vegas

## Organizational Chart

Attachment NV007E01



**ATTACHMENT #NV007F01**

**Comments of Resident Advisory Board & Explanation of PHA Responses**

DATE AND TIME: **WEDSDAY, JANUARY 31, 2007 5:00 PM**

PLACE: ROSE GARDEN SENIOR COMPLEX  
RECREATIONAL HALL  
1632 YALE STREET  
NORTH LAS VEGAS, NV

PRESENT: STAFF: Don L. England, Chief Executive Officer  
Wanda L. Sheppard, Chief Operating Officer  
Irma Solis, Contract Manager

RESIDENTS: Evelyn Roberts – Public Housing  
Johnny Carruth – Section 8  
Josephine Lopez – Public Housing  
Joseph Norales – Public Housing  
Luz Lopez – Public Housing  
Ana Lezeano – Public Housing  
Dora Brown – Section 8  
Harriett Champion – Public Housing

**Item II – Summary of Proposed Revisions to the Admissions and Continued Occupancy Plan (ACOP) for the Public Housing Programs**

(Q) Will you have someone to translate in Spanish.

(A) Yes however notices will not be in Spanish.

**Item III – Summary of Proposed Revisions to the Section 8 Administration Plan**

(Q) If you a visitor stay more then 30 days would I lose my voucher.

(A) Yes if it is 30 consecutive days.

(Q) Do you need permission if guest stays less then 30 days.

(A) No as long as it is not 30 consecutive days.

## Resident Advisory Committee

Attachment NV007G01

<u>NAME</u>	<u>Program</u>
LENORA JACKSON	S-8
ROBERT ELDER	S-8
DANA WILLIAMS	CV
LORI HERRON	S-8
JACQUELYN SOLIS	S-8
JOSEPHINE LOPEZ	CV
ALISHA JACKSON	S-8
CHRISTOPHER JACKSON	T-B
JOYCE WATSON	S-8
SALATIELU LOLOGO	S-8
EVELYN ROBERTS	CV
MARIE MASON	S-8
JOHNNIE CURRUTH	S-8
GERALDINE WESTGUARD	S-8
LINDA JACKSON	S-8
GLOSSTON COLEMAN	S-8
TIFFANY NUTTER	S-8
RUBY PRICE	S-8
DAWN SUTTON	S-8
NAGOYA JOHNSON	T-B
JEANETTE POOL	S-8
WILLIE JACKSON	S-8
MICHAEL LAWSON	HOME
CLARA WHITLOCK	S-8
MARIE MASON	S-8
JOHN WITKOWSKI	CV
DORA BROWN	S-8
JUANITA SINCLAIR	S-8
ALFRED THOMAS	CV
CHARLOTTE TUCKER	S-8
BONNIE O'NEAL	CV
KATHERINE BROWN	CV
ANA LEZANCO	CV

**ATTACHMENT #NV007H01**

**MEETING OF RESIDENT ADVISORY COMMITTEE  
OF  
THE HOUSING AUTHORITY OF THE CITY OF NORTH LAS VEGAS**

DATE AND TIME: **WEDSDAY, JANUARY 31, 2007 5:00 PM**

PLACE: ROSE GARDEN SENIOR COMPLEX  
RECREATIONAL HALL  
1632 YALE STREET  
NORTH LAS VEGAS, NV

PRESENT: STAFF: Don L. England, Chief Executive Officer  
Wanda L. Sheppard, Chief Operating Officer  
Irma Solis, Contract Manager

RESIDENTS: Evelyn Roberts – Public Housing  
Johnny Carruth – Section 8  
Josephine Lopez – Public Housing  
Joseph Norales – Public Housing  
Luz Lopez – Public Housing  
Ana Lezeano – Public Housing  
Dora Brown – Section 8  
Harriett Champion – Public Housing

The following is a summary of the meeting.

**Item 1 – Welcome and Introductions**

Mr. England, CEO welcomed the group and thanked them for their presence. He explained that their input was very essential to the Housing Authority as we review our policies. It was explained that HACNLV staff had an opportunity to recommend changes and this was a chance for the residents to include their changes.

Wanda Sheppard distributed one copy of the proposed changes of each plan to each committee member present. All proposed changes were indicated throughout the document.

**Item II – Summary of Proposed Revisions to the Admissions and Continued Occupancy Plan (ACOP) for the Public Housing Programs**

One copy of the Current Admissions and Continued Occupancy Plan (ACOP) for the Public Housing Programs was available for review to everyone.

Wanda Sheppard, COO began reviewing each change for this Plan. All proposed added, delete, changed, and formatted text was introduced and reviewed by the

committee. Information concerning overall general changes to the agency's policies were as follows:

- 1) Changed through document – CHANGED title of Occupancy/Eligibility Specialist to Site Manager.
- 2) Changed throughout document – CHANGED title of Property Manager to Chief Operating Officer.

Chapter 1 – STATEMENT OF POLICIES AND OBJECTIVES – deleted Notices will be provided in Spanish.

- 3) Chapter 7 – VERIFICATION PROCEDURES – deleted W-2 forms plus Income tax Return forms.

The committee discussed the changes. The following question was asked:

(Q) Will you have someone to translate in Spanish.

(A) Yes however notices will not be in Spanish.

### **Item III – Summary of Proposed Revisions to the Section 8 Administration Plan**

One copy of the Current Section 8 Administration Plan was available for review to everyone.

Wanda Sheppard, COO began reviewing each change for this Plan. All proposed added, deleted, changed, and formatted text was introduced and reviewed by the committee. Information concerning overall general changes to the agency's policies were as follows:

- 1) Changed throughout document – CHANGED title of Occupancy/Eligibility Specialist  
To Case Manager.
- 2) Chapter 6 – FACTORS RELATED TO TOTAL TENANT PAYMENT AND FAMILY SHARE DETERMINATION – Changed Visitors language.
- 3) Chapter 7 – VERIFICATION PROCEDURES – deleted W-2 forms plus income Tax return forms.

The committee discussed the changes. The following questions were asked:

(Q) If you a visitor stay more then 30 days would I lose my voucher.

(A) Yes if it is 30 consecutive days.

(Q) Do you need permission if guest stays less then 30 days.

(A) No as long as it is not 30 consecutive days.

**Item IV – Summary of Capital Funds**

Irma Solis, Contract Manager advised the group that the focus for Capital Funds will be on painting, grounds and carpeting.

The committee had no questions on Capital Funds and meeting was adjourned at 6:00 pm

## **NV007I01- Resident Membership on the PHA Board**

The Housing Authority of the City of North Las Vegas presently has a conventional public housing resident as an active member of our PHA Board of Commissioners. In fact, she serves as Vice Chair of the Board of Commissioners.

Although exempt from this requirement under 24CFR, Part 964.425, the Housing Authority is required to have a resident commissioner under Nevada Revised Statutes (NRS), Chapter 315.370 (see below).

### **NRS 315.370 Appointment of commissioners: Number; term; qualifications; vacancies.**

1. Upon the adoption of a resolution declaring the need for an authority, the chief executive of the city or the governing body of the town or county, as the case may be, shall thereupon appoint five persons to serve as commissioners of the authority. Three of the commissioners who are first appointed pursuant to this section must be designated to serve for terms of 1, 2 and 3 years, respectively, from the date of their appointment, and two must be designated to serve for terms of 4 years from the date of their appointment, but thereafter commissioners must be appointed for a term of office of 4 years.

2. The first commissioner appointed after the authority has provided assistance to at least five persons must be a current recipient of assistance from the authority who was selected from a list of at least five eligible nominees submitted for this purpose by an organization which represents tenants of housing projects. If no such organization exists, the commissioner must be selected from a list of nominees submitted for this purpose from persons who currently receive assistance from the authority. Thereafter, at least one commissioner must be such a recipient who was nominated and appointed in the same manner. If during his term the commissioner ceases to be a recipient of assistance, he must be replaced in the manner set forth in this subsection by a person who is a recipient of assistance.

3. Nothing in this section affects the terms of office of commissioners appointed to an authority created before October 1, 1995. The appointing authority shall appoint to the term next expiring a commissioner who was nominated and appointed in the same manner as is set forth in subsection 2. Thereafter, at least one commissioner must be such a recipient who was nominated and appointed in the same manner. If during his term the commissioner ceases to be a recipient of assistance, he must be replaced in the manner set forth in subsection 2 by a person who is a recipient of assistance.

4. All vacancies must be filled for the unexpired term.

**Commissioner Name:** Ms. Shirley Hogan

**Method of Selection:** The candidate must be a current recipient of assistance from the authority who was selected from a list of at least five eligible nominees submitted for this purpose by an organization which represents tenants of housing projects. If no such organization exists, the commissioner must be selected from a list of nominees submitted for this purpose from persons who currently receive assistance from the authority. Thereafter, at least one commissioner must be such a recipient who was nominated and appointed in the same manner. If during his term the commissioner ceases to be a recipient of assistance, he must be replaced in the manner set forth in this subsection by a person who is a recipient of assistance.

**Term of Appointment:** four (4) years

**Sample Notice, Qualifications, Candidates, Certification and Recommendation**

See below

# SAMPLE

April 9, 2003

Dear Resident:

The Housing Authority of the City of North Las Vegas is accepting nominations to appoint a Resident Commissioner to serve on our Board of Commissioners. If you would like to become a nominee or nominate any person(s), please include the following:

- Nominee's name
- Address
- Phone number

Please note, when submitting nominations, the Resident Commissioner should qualify under the following:

- Be in good standing with the Housing Authority
- Be available to attend each Board Meeting (Board Meetings are held the second Wednesday of each month at 5:00 p.m.).

Please submit nominations to:

**Nicole Lindsey**  
**Program Services Coordinator**  
**Housing Authority of the City of North Las Vegas**  
**1632 Yale Street**  
**North Las Vegas, NV 89030**

Please submit nominations by **April 23, 2003**. Thank you in advance for your time in helping to appoint a Resident Commissioner.

Sincerely,

Don L. England  
Chief Executive Officer



DLE/nl  
Housing Authority of the  
City of North Las Vegas

Recruitment of Board Member  
**Resident Commissioner**  
**Salary: \$80.00 per month**

### DESCRIPTION OF DUTIES

The Housing Authority of the City of North Las Vegas is recruiting for a New Resident Commissioner. The Resident Commissioner attends each Housing Authority board meeting and acts as an active member to conduct business in the purposes of policy changes. The term is 4 years and requires attendance at regularly scheduled meetings as part of a uniform board which passes regulation on all issues involving policy or procedure. Performs a high level of professionalism and exercises independent judgment on a majority of routine matters and makes decisions accordingly. For more complex matters makes recommendations to the Chair of the Board for consideration.

### QUALIFICATIONS

The position is open to all residents of The Housing Authority of the City of North Las Vegas who qualify under the following:

- Be in good standing with the Housing Authority
- Be able to remain equable and handle controversial discussions as related to current resident and employee relations.
- English usage in spelling, vocabulary, grammar, and punctuation.
- Principles and practices used in dealing with the public.
- Reliability to attend each Board Meeting (Board Meetings are held the second Tuesday of each month at 5:00 p.m.).
- Ability to understand and learn the political process as it pertains to Open Meetings Laws, and Rules of Order.
- Please note: By accepting this position, some personal information (telephone number) about you will be posted on the agency website.

### EVALUATION AND SELECTION

Eligible candidates will be selected from the group of applicants who meet the minimum qualifications on the basis of an evaluation of the applicant's ability to successfully perform the essential job functions. Applicants who are unable to show the ability to successfully perform these essential job functions will not be considered for the position. Evaluation of the candidates may include one or more of the following:

- review of the resume and application materials
- background investigation
- testing of knowledge, skills and abilities
- interview with a panel of Board of Commissioners/Housing Professionals

### HOW TO APPLY

Please submit a type written letter defining why you wish to participate as a Resident Commissioner. This letter must be accompanied by a report regarding an objective as to what you feel are major issues of the Housing Authority of the City of North Las Vegas, and provide detailed information on how you would rectify this issue. Please limit your response to no more than 2 type written pages. Please include the following in your application packet:

- Your name
- Complete Address
- Daytime phone number
- Evening phone number
- Remember to apply for this position you must be a current resident in the Public Housing Program or a participant in the Section 8 Program through the Housing Authority of the City of North Las Vegas

APPLICANTS WITH DISABILITIES: Arrangements for testing or receipt of application materials to accommodate impairments of persons with disabilities may be made by calling 702-649-2451 Ext. 125.

**Resident Candidates**

<b>Program/Client Number</b>	<b>Resident Name Address</b>	<b>Interested in Appmnt</b>	<b>Comments from Residents/Staff</b>
Section 8 #2537	<b>Dorothy James</b> 2800 EVANS 110-C 366-9446	<b>YES</b>	Interested. The thought of the stipend really interested her. <a href="#">Owes Money but OK</a>
Section 8 #539	<b>Ruby Price</b> 5755 DEEP SEA CR 459-6018	<b>YES</b>	Participated in Resident Council meetings prior (different agency) helped coordinate a tutorial program, housing computer program for mothers with no HS education, coordinated transportation for WIC program, Vista Volunteer (Operation life) 1972-1975 and a Ruby Dunkin Manor Board member. Very outgoing, outspoken, easy to get along with. <a href="#">OK great organizer.</a>
Section 8 #7348	<b>Clarissa Holliday</b> 990 E QUESTIAN DR # 4118 807-6415	<b>YES</b>	<a href="#">63 year old, single senior.</a> Originally from Chicago, Likes to do nice things for people, very mild mannered. Breast Cancer Survivor – assist some of the women regarding

			that - Prevention techniques.
Section 8 #6955	<b>Jacqueline Harvey</b> 9987 W. CHEROKEE LAS VEGAS, NV 89147 319-8629	<b>YES</b>	52 years old, disabled. Will not miss a meeting – very responsible in that manner. Interested in learning about how housing works. Interested in the politics- a learning experience. Does not have a problem with talking – feels she is a people person. <b>Single, raising granddaughter, has a live-in Aide.</b>
Section 8 #4115	<b>Lorenzo Baldonado</b> 2418 McCARRAN ST 4A NO LAS VEGAS, NV 581-7999	<b>Yes</b>	I served on other boards before.
Section 8 #6803	<b>Alishia Jackson</b> 7086 BURCOT AVE 10		<b>Single parent, no S8 problems</b>
Section 8 #5149	<b>Cynthia Robinson</b> 7255 Bridgeview Ave, Las Vegas, NV 89147 873-1733	<b>YES</b>	Very pleasant – conversation – Her comments about herself- a people person, enjoys dealing with people and problem solving; VP of André Aggassi School; Liaison for Kermit R. Booker at-risk school; 1 year away from her degree in Social

			Work; feels she is a fair, honest person. never arrested – 3 traffic tickets and 44 years old. years old. Does a lot of volunteer work until she can find a job. Applied for Temp Recep. Position, Have a Valid Real Estate License.
Section 8	<b>Dorothy Brown</b> 2635 Lynnwood Street #301 737-3133		5/6 no answer
Section 8	<b>Constance Dingilio??</b> 1750 Bld 45 Apt. 375 Las Vegas, NV 89109 369-4427	<b>NO</b>	Speaks Spanish Only, elderly and major health issues
Public Housing#1134 Rose Garden	<b>Phyllis Stafford</b> (3 nominations) Rose Gardens 399-3817	<b>Maybe No</b>	5/6 10:08 no answer
Public Housing Rose Garden	<b>Bob Smith</b> Rose Garden No #		
Public Housing #250 Rose Garden	<b>Duke Everett Frazier</b> (2 nominations) Rose Garden 642-5575	<b>YES</b>	One of the panel members when Shirley was elected.
Public Housing Casa Rosa	<b>Tiffany Byrd</b> 311 E Tonopah #212 657-0830	<b>YES</b>	Very active with resident association meeting currently. Hard worker,

			good listener.
Public Housing Casa Rosa	<b>Elanda Lawson</b> 1725 Yale Street #111 320-1030	<b>YES</b>	Have been to board meetings before and is very interested in participating.
Public Housing Casa Rosa	<b>Shirley Hogan</b>	<b>YES</b>	Is willing to participate again if there is no one else. Was happy that there were others interested.

**Certification to follow NRS 315.370 Appointment of Commissioners**

I hereby certify, The Housing Authority of the City of North Las Vegas has taken proper protocol in the selection process of a new Resident Commissioner as defined in NRS 315.370.

Don L. England  
Chief Executive Officer

  
\_\_\_\_\_  
Signature

May 13, 2003  
\_\_\_\_\_  
Date

May 13, 2003

Eileen Seigny  
Office of the City Clerk  
2200 Civic Center Drive  
North Las Vegas, NV 89030

Dear Ms Seigny:

The term of the current Resident Commissioner for the Housing Authority of the City of North Las Vegas will end on June 30, 2003. According to NRS 315.370, we are to follow certain procedures to select a new Resident Commissioner. Following the NRS 315.370 we solicited nominations from residents of the eligible populations of Housing Authority residents. I have divided the nominees into three categories: Section 8 residents, Public Housing Family residents and Public Housing Senior residents. Those nominated in each category are:

<b>Name</b>	<b>Address</b>	<b>Program</b>
Ruby Price	5755 Deep Sea Cr, LV, NV	Section 8
Cynthia Robinson	7255 Bridgeview Ave., LV,NV	Section 8
Dorothy James	2800 Evans, 110-C, LV,NV	Section 8
Clarissa Holliday	990 Equestrian Dr, HN, NV #4118,	Section 8
Jacqueline Harvey	9987 W. Cherokee, LV, NV	Section 8
Lorenzo Baldonado	2418 McCarren St, NLV, NV	Section 8
Alishia Jackson	7086 Burcot Ave, LV, NV	Section 8
Dorothy Brown	2635 Lynnwood Street,, #301, LV, NV	Section 8
Bob Smith	Rose Garden	Public Housing Senior
Duke Frazier	Rose Garden	Public Housing Senior
Tiffany Byrd	Casa Rosa	Public Housing Family
Elanda Lawson	Casa Rosa	Public Housing Family
Shirley Hogan	Casa Rosa	Public Housing Family

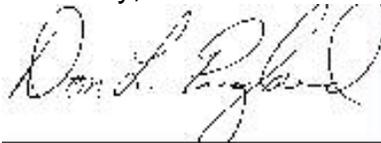
The above individuals are residents, in good standing, and have expressed a willingness to serve if selected by the City Appointing Authority. Note: Many of

the Section 8 residents are not residents of North Las Vegas (this is not a requirement of the state).

The incumbent, **Ms. Shirley Hogan**, was among those nominated and she is eligible to be re-appointed. If Ms. Hogan is not re-appointed, I would suggest an appointment of a resident other than from our Public Housing Family development. From the Public Housing Senior list, I would recommend **Bob Smith**. From Section 8 list, I would recommend **Ruby Price** or **Cynthia Robinson**.

Should you have any questions, please contact Nicole Lindsey of my staff at (702) 649-2451 Ext. 125. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Don L. England", written over a horizontal line.

Don L. England  
Chief Executive Director



## HOUSING AUTHORITY OF THE CITY OF NORTH LAS VEGAS

1632 Yale Street, North Las Vegas, Nevada 89030-6892

Telephone: (702) 649-2451 FAX: (702) 649-5453

Sec. 8 FAX: (702) 649-8093 TDD: (702) 649-0085

[www.nlvha.com](http://www.nlvha.com)

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### COMMISSION

William Robinson  
Chairman  
Shirley J. Hogan  
Vice-Chairman  
Michael L. Montandon  
Stephanie S. Smith  
Robert L. Eliason

Don L. England  
Chief Executive Officer

February 7, 2007

Dear Resident:

The Housing Authority of the City of North Las Vegas is accepting nominations to appoint a Resident Commissioner to serve on our Board of Commissioners. If you would like to become a nominee or nominate any person(s), please include the following:

- Nominee's name
- Address
- Phone number

To be eligible you must:

- Be directly assisted by the Housing Authority of the City of North Las Vegas (Public housing or tenant-based Section 8 program);
- Appear on the lease;
- Be at least 18 years old;
- Reside in the City of North Las Vegas (Section 8 participants);
- Be in good standing with the Housing Authority; and
- Be available to attend each Board Meeting (Board Meetings are held the second Wednesday of each month at 5:00 p.m.).

Please submit nominations to:

**Don England**  
**Chief Executive Officer**  
**Housing Authority of the City of North Las Vegas**  
**1632 Yale Street**  
**North Las Vegas, NV 89030**

Please submit nominations by **March 15, 2007**. Thank you in advance for your time in helping to appoint a Resident Commissioner.

Sincerely,

Don L. England  
Chief Executive Officer

DLE/

## **Attachment # NV007J01**

### **COMMUNITY SERVICE POLICY:**

#### **Background:**

The Quality Housing and Work Responsibility Act of 1998 mandates PHAs to require that adults between the age of 18 and 62 living in public housing comply with community service requirements. On March 29, 2000, the Changes to Admission and Occupancy Requirements in the Public Housing and Section 8 Housing Assistance Program Final Rule was published in the Federal Register.

#### **IMPORTANT NOTICE**

**The community service requirement was suspended for Federal Fiscal Year 2002, for all developments except HOPE VI developments (Department of Veteran Affairs and Housing and Urban Development, and Independent Agencies Appropriation Act, 2002, at Section 432). The requirement has been reinstated for Federal fiscal year 2003.**

#### **A. Requirements:**

Each adult resident of the PHA shall:

1. Contribute 8 hours per month of community service (not including political activities) within the community in which that adult resides; or
2. Participate in an economic self-sufficiency program (defined below) for eight (8) hours per month.
3. Perform eight (8) hours per month of combined activities (community service and economic self-sufficiency program).

#### **B. Exemptions:**

**The PHA shall provide an exemption from the community service requirement for any individual who:**

1. Is sixty-two (62) years of age or older
2. Is a blind or disabled individual, as defined under section 216[i][1] or 1614 of the Social Security Act, and who is unable to comply with this section, or is a primary caretaker of such individual
3. Is engaged in a work activity as defined in section 407[d] of the Social Security Act
4. Meets the requirements for being exempted from having to engage in a work activity under the State program funded under part A of Title IV of the Social

Security Act, or under any other welfare program of the State in which the public housing agency is located, including a State-administered welfare-to-work program; or

5. Is in a family receiving assistance under a State program funded under part A of Title IV of the Social Security Act, or under any other welfare program of the State in which the PHA is located, including a State-administered welfare-to-work program, and has not been found by the State or other administering entity to be in noncompliance with such program

The PHA will re-verify exemption status annually except in the case of an individual who is sixty-two (62) years of age or older.

The PHA will permit residents to change exemption status during the year if status changes.

### **C. Definition of Economic Self-Sufficiency Program:**

For purposes of satisfying the community service requirement, participating in an economic self-sufficiency program is defined, in addition to the exemption definitions described above, by HUD as: Any program designed to encourage, assist, train or facilitate economic independence of assisted families or to provide work for such families.

These economic self-sufficiency programs can include job training, employment counseling, work placement, basic skills training, education, English proficiency, workfare, financial or household management, apprenticeship, or any other program necessary to ready a participant to work (such as substance abuse or mental health treatment).

In addition to the HUD definition above, the PHA definition includes any of the following:

1. Participating in the Family Self-Sufficiency Program and being current in the steps outlined in the Individual Training and Services Plan
2. Participating in an educational or vocational training program designed to lead to employment, at least thirty (30) hours per week
3. Improving the physical environment of the resident's development
4. Volunteer work in a local school, hospital, child care center, homeless shelter, or other community service organization
5. Working with youth organizations

6. Helping neighborhood groups on special projects
7. Raising young (pre-school) children at home where spouse is working
8. Participation in programs that develop and strengthen resident self-responsibility such as:
  - a) Drug and alcohol abuse counseling and treatment
  - b) Household budgeting
  - c) Credit counseling
  - d) English proficiency; or
  - e) Other activities as approved by the PHA on a case-by case basis

The PHA will give residents the greatest choice possible in identifying community service opportunities.

The PHA will consider a broad range of self-sufficiency opportunities.

#### **D. Annual Recertifications:**

For each public housing resident subject to the requirement of community service, the PHA shall, at least thirty (30) calendar days before the expiration of each lease term, review and determine the compliance of the resident with the community service requirement.

Such determination shall be made in accordance with the principles of due process and on a nondiscriminatory basis.

The PHA will verify compliance annually. If qualifying activities are administered by an organization other than the PHA, the PHA will obtain verification of family compliance from such third parties.

Family members will not be permitted to self-certify that they have complied with community service requirements.

#### **E. Non-Compliance:**

If the PHA determines that a resident subject to the community service requirement has not complied with the requirement, the PHA shall notify the resident of such noncompliance including:

1. that the determination of noncompliance is subject to the administrative grievance procedure under the PHA's Grievance Procedures; and
2. that unless the resident enters into an agreement to comply with the community service requirement, the resident's lease will not be renewed, and
3. that the PHA may not renew or extend the resident's lease upon expiration of the lease term and shall take such action as is necessary to terminate the tenancy of the household, unless the PHA enters into an agreement, before the expiration of the lease term, with the resident providing for the resident to cure any noncompliance with the community service requirement, by participating in an economic self-sufficiency program for or contributing to community service as many additional hours as the resident needs to comply in the aggregate with such requirement over the twelve (12) month term of the lease.
4. The head of household and the noncompliant adult must sign the agreement to cure.

#### Ineligibility for Occupancy for Noncompliance

The PHA shall not renew or extend any lease, or provide any new lease, for a dwelling unit for any household that includes an adult member who was subject to the community service requirement and failed to comply with the requirement.

#### **F. PHA Responsibility:**

The PHA will ensure that all community service programs are accessible for persons with disabilities.

The PHA will ensure that:

1. The conditions under which the work is to be performed are not hazardous
2. The work is not labor that would be performed by the PHA's employees responsible for essential maintenance and property services
3. The work is not otherwise unacceptable

#### **G. PHA Implementation of Community Service Requirement:**

The PHA's Community Service program is described in the PHA Plan.

The PHA will administer its own community service program, with cooperative relationships with other entities.

# **Attachment # NV007K01**

## **PET POLICY**

### **INTRODUCTION**

The purpose of this policy is to establish the PHA's policy and procedures for ownership of pets in Public Housing units and to ensure that no applicant or resident is discriminated against regarding admission or continued occupancy because of ownership of pets. It also establishes reasonable rules governing the keeping of common household pets.

This policy does not apply to animals that are used to assist, support, or provide service to persons with disabilities, or to service animals that visit public housing developments.

### **ANIMALS THAT ASSIST PERSONS WITH DISABILITIES**

Pet rules will not be applied to animals that assist persons with disabilities. This exclusion applies to both service animals and companion animals as reasonable accommodation for persons with disabilities. This exclusion applies to such animals that reside in public housing and that visit these developments.

To be excluded from the pet policy, the resident/pet owner must certify:

- That there is a person with disabilities in the household
- That the animal has been trained to assist with the specified disability
- That the animal actually assists the person with the disability

### **A. MANAGEMENT APPROVAL OF PETS**

All pets must be approved in advance by the PHA management.

The pet owner must submit and enter into a Pet Agreement with the PHA.

#### **Registration of Pets**

Pets must be registered with the PHA before they are brought onto the premises. Registration includes certificate signed by a licensed veterinarian or State/local authority that the pet has received all inoculations required by State or local law, and that the pet has no communicable disease(s) and is pest-free.

Registration must be renewed and will be coordinated with the annual reexamination date and proof of license and inoculation will be submitted at least thirty (30) calendar days prior to annual reexamination.

Dogs and cats must be spayed or neutered.

Execution of a Pet Agreement with the PHA stating that the tenant acknowledges complete responsibility for the care and cleaning of the pet will be required.

Approval for the keeping of a pet shall not be extended pending the completion of these requirements.

Owner must supply one clear 3 x 5 photo of dog or cat to be permanently placed in the owner's file for future reference.

Each pet owner must display a "Pet Here" sticker, provided by the PHA, which will be displayed on the front door or a front window of the unit at all times.

Approval for the keeping of a pet shall not be extended pending the completion of these requirements.

### **Refusal to Register Pets**

The PHA may not refuse to register a pet based on the determination that the pet owner is financially unable to care for the pet. If the PHA refuses to register a pet, a written notification will be sent to the pet owner stating the reason for denial and shall be served in accordance with HUD Notice requirements.

The PHA will refuse to register a pet if:

1. The pet is not a *common household pet* as defined in this policy
2. Keeping the pet would violate any House Pet Rules
3. The pet owner fails to provide complete pet registration information, or fails to update the registration annually
4. The PHA reasonably determines that the pet owner is unable to keep the pet in compliance with the pet rules and other lease obligations. The pet's temperament and behavior may be considered as a factor in determining the pet owner's ability to comply with provisions of the lease

The notice of refusal may be combined with a notice of a pet violation.

A resident who cares for another resident's pet must notify the PHA and agree to abide by all of the pet rules in writing.

## **B. STANDARDS FOR PETS**

### **Types of Pets Allowed**

Tenants are permitted to have only one (1) pet – with the exception of fish, birds, turtles or rodents with prior PHA approval.

No types of pets other than the following may be kept by a resident.

1. Dogs
  - a) Maximum number: One (1)

- b) Maximum adult weight/height: 25 pounds/18” tall measured at shoulder
- c) Must be housebroken
- d) Must be spayed or neutered
- e) Must have all required inoculations
- f) Must be licensed as specified now or in the future by State law and local ordinance
- g) Vicious or dangerous dogs (in accordance with [Section 6.24.020 of the North Las Vegas Municipal Code](#)) will not be permitted. For example, Rottweilers, Doberman Pinchers, Chows, Boxers, or Pit Bulls.

“Any dog with a known propensity or disposition which attacks or shall have at any time attacked, bites or shall have bitten, or in any way harms or shall have harmed, injures or shall have injured, any person or any animal without provocation shall be deemed to be vicious, ferocious or dangerous.” (Ord. 862 § 1 (part), 1987: prior code § 6.44.020)

- h) Exceptions will be granted for visually impaired residents if warranted

## 2. Cats

- a) Maximum number: One (1)
- b) Must be spayed or neutered
- c) Must have all required inoculations
- d) Must be trained to use a litter box or other waste receptacle
- e) Must be licensed as specified now or in the future by State law or local ordinance

## 3. Birds

- a) Maximum number: One (1) unless prior PHA approval has been granted
- b) Must be enclosed in a cage at all times

## 4. Fish

- a) Maximum aquarium size fifty (20) gallons
- b) Must be maintained on an approved stand

## 5. Rodents (Rabbit ,guinea pig, hamster, or gerbil ONLY)

- a) Maximum number: One (1) unless prior PHA approval has been granted
- b) Must be enclosed in an acceptable cage at all times

- c) Must have any or all inoculations as specified now or in the future by State law or local ordinance

6. Turtles

- a) Maximum number: One (1) unless prior PHA approval has been granted
- b) Must be enclosed in an acceptable cage or container at all times

The following are NOT considered "common household pets":

- Animals who would be allowed to produce offspring for sale.
- Wild, feral, or any other animals that are not amenable to routine human handling.
- Any poisonous animals of any kind.
- Non-human primates.
- Animals whose climatological needs cannot be met in the unaltered environment of the individual dwelling unit.
- Pot-bellied pigs.
- Ferrets or other animals whose natural protective mechanisms pose a risk of serious bites and/or lacerations to small children.
- Hedgehogs or other animals whose protective instincts and natural body armor produce a risk of serious puncture injuries to children.
- Chicks, or other animals that pose a significant risk of salmonella infection to those who handle them.
- Pigeons, doves, mynahs, psittacines, and birds of other species that are hosts to the organisms that cause psittacosis in humans.
- Snakes or other kinds of reptiles.

### C. PET AGREEMENT

Residents who have been approved to have a pet must enter into a Pet Agreement with the PHA.

The Resident will certify, by signing the Pet Agreement, that the Resident will adhere to the following rules:

- Agree that the resident is responsible and liable for all damages caused by their pet(s).
- All complaints of cruelty and all dog bites will be referred to animal control or applicable agency for investigation and enforcement.

- All common household pets are to be fed inside the apartment. Feeding is not allowed on porches, sidewalks, patios or other outside areas.
- Residents shall not feed any stray animals; doing so, or keeping stray or unregistered animals, will be considered having a pet without permission.
- No animals may be tethered or chained outside or inside the dwelling unit.
- When outside the dwelling unit, all pets must be on a leash or in an animal transport enclosure and under the control of a responsible individual.
- All fecal matter deposited by the pet(s) must be promptly and completely removed from any common area. Failure to do so will result in a Pet Waste Removal charge of \$25.00. All animal waste or the litter from litter boxes shall be picked up immediately by the pet owner, disposed of in sealed plastic trash bags, and placed in a trash bin. Litter shall not be disposed of by being flushed through a toilet.
- The pet owner shall take precautions to ensure that pet does not urinate on Authority buildings. Where the Authority has determined that such deposits pose a health hazard or detract from the appearance of the buildings, the pet owner will either be responsible for the related cleanup or receive a bill for the direct cost thereof.
- Litter boxes shall be stored inside the resident's dwelling unit or in animal enclosures maintained within dwelling units AND must be removed and/or replaced regularly. Failure to do so will result in a Pet Waste Removal charge.
- The Resident/Pet Owner shall be responsible for the removal of waste from any animal or pet exercise area by placing it in a sealed plastic bag and disposing of it in an outside trash bin immediately.
- The resident/pet owner shall take adequate precautions to eliminate any animal or pet odors within or around the unit and to maintain the unit in a sanitary condition at all times.
- The right of management to enter dwelling unit when there is evidence that an animal left alone is in danger or distress, or is creating a nuisance.
- The right of management to seek impoundment and sheltering of any animal found to be maintained in violation of housing rules, pending resolution of any dispute regarding such violation, at owner's expense. The resident shall be responsible for any impoundment fees, and the PHA accepts no responsibility for pets so removed.
- That failure to abide by any animal-related requirement or restriction constitutes a violation of the "Resident Obligations" in the resident's Lease Agreement.
- Residents will prevent disturbances by their pets that interfere with the quiet enjoyment of the premises of other residents in their units or in common areas. This includes, but is not limited to, loud or continuous barking, howling, whining, biting, scratching, chirping, or other such activities.

- Residents/pet owners shall not alter their unit, patio, premises or common areas to create an enclosure for any animal. Installation of pet doors is prohibited.

#### **D. PETS TEMPORARILY ON THE PREMISES**

Pets which are not owned by a tenant will not be allowed.

Residents are prohibited from feeding or harboring stray animals.

This rule excludes visiting pet programs sponsored by a humane society or other non-profit organizations and approved by the PHA.

This rule excludes service animals which are assisting visiting persons with disabilities.

State or local laws governing pets temporarily in dwelling accommodations shall prevail.

#### **E. ADDITIONAL FEES AND DEPOSITS FOR PETS**

The resident/pet owner shall be required to pay a refundable deposit of three hundred dollars (\$300) for the purpose of defraying all reasonable costs directly attributable to the presence of a dog or cat as follows:

1. An initial payment of fifty dollars (\$50) on or prior to the date the pet is properly registered and brought into the apartment, and
2. Monthly payments in an amount no less than ten dollars (\$10) until the specified deposit has been paid.

The PHA reserves the right to change or increase the required deposit by amendment to these rules.

The PHA will place the Pet Deposit in an escrow account and will refund the deposit, plus any accrued interest, to the tenant, less any damage caused by the pet to the dwelling unit, upon removal of the pet or the owner from the unit.

The PHA will return the Pet Deposit to the former tenant or to the person designated by the former tenant in the event of the former tenant's incapacitation or death.

The PHA will provide the tenant or designee identified above with a written list of any charges against the pet deposit. If the tenant disagrees with the amount charged to the pet deposit, the PHA will provide a meeting to discuss the charges.

All reasonable expenses incurred by the PHA as the result of damages directly attributable to the presence of the pet will be the responsibility of the resident, including:

1. The cost of repairs and replacements to the dwelling unit;
2. Fumigation of the dwelling unit.

If the tenant is in occupancy when such costs occur, the tenant shall be billed for such costs as a current charge.

If such expenses occur as the result of a move-out inspection, they will be deducted from the pet deposit. The resident will be billed for any amount that exceeds the pet deposit.

The pet deposit will be refunded when the resident either moves out or no longer has a pet on the premises, whichever occurs first.

The expense of flea de-infestation shall be the responsibility of the resident.

Pet Deposits are not a part of rent payable by the resident.

#### **F. ADDITIONAL PET FEES**

The PHA does not require a non-refundable nominal fee.

The PHA reserves the right to change or increase the required deposit by amendment to these rules.

#### **G. PET CARE**

No pet (excluding fish) shall be left unattended in any apartment for a period in excess of twelve (12) hours.

All residents/pet owners shall be responsible for adequate care, nutrition, exercise and medical attention for his/her pet.

Residents/pet owners must recognize that other residents may have chemical sensitivities or allergies related to pets, or may be easily frightened or disoriented by animals. Pet owners must agree to exercise courtesy with respect to other residents.

#### **H. RESPONSIBLE PARTIES**

The resident/pet owner will be required to designate two responsible parties for the care of the pet if the health or safety of the pet is threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet.

#### **I. INSPECTIONS**

The PHA may, after reasonable notice to the tenant during reasonable hours, enter and inspect the premises, in addition to other inspections allowed in order to determine whether or not pets are present and the condition of the pet and/or apartment.

The PHA may enter and inspect the unit only if a documented complaint is received alleging that the conduct or condition of the pet in the unit constitutes a nuisance or threat to the health or safety of the pet, of the other occupants or other persons in the community under applicable State or local law.

#### **J. PET RULE VIOLATION NOTICE**

If a determination is made on objective facts supported by written statements, that a resident/pet owner has violated the Pet Rule Policy, written notice will be served.

The Notice will contain a brief statement of the factual basis for the determination and the pet rule(s) that were violated. The notice will also state:

1. That the resident/pet owner has ten (10) Calendar Days from the effective date of the service of notice to correct the violation or make written request for a meeting to discuss the violation;
2. That the resident pet owner is entitled to be accompanied by another person of his or her choice at the meeting; and
3. That the resident/pet owner's failure to correct the violation, request a meeting, or appear at a requested meeting may result in initiation of procedures to terminate the pet owner's tenancy.

If the pet owner requests a meeting within the ten (10) day period, the meeting will be scheduled no later than three (3) Calendar Days before the effective date of service of the notice, unless the pet owner agrees to a later date in writing.

#### **K. NOTICE FOR PET REMOVAL**

If the resident/pet owner and the PHA are unable to resolve the violation at the meeting or the pet owner fails to correct the violation in the time period allotted by the PHA, the PHA may serve notice to remove the pet.

The Notice shall contain:

1. A brief statement of the factual basis for the PHA's determination of the Pet Rule that has been violated;
2. The requirement that the resident /pet owner must remove the pet within ten (10) Calendar Days of the notice; and
3. A statement that failure to remove the pet may result in the initiation of termination of tenancy procedures.

#### **L. TERMINATION OF TENANCY**

The PHA may initiate procedures for termination of tenancy based on a pet rule violation if:

1. The pet owner has failed to remove the pet or correct a pet rule violation within the time period specified; and
2. The pet rule violation is sufficient to begin procedures to terminate tenancy under terms of the lease.

#### **M. PET REMOVAL**

If the death or incapacity of the pet owner threatens the health or safety of the pet, or other factors occur that render the owner unable to care for the pet, the situation will be reported to the Responsible Party designated by the resident/pet owner (includes pets who are poorly cared for or have been left unattended for over eight (8) hours).

If the responsible party is unwilling or unable to care for the pet, or if the PHA after reasonable efforts cannot contact the responsible party, the PHA may contact the appropriate State or local agency and request the removal of the pet.

If the pet is removed as a result of any aggressive act on the part of the pet, the pet will not be allowed back on the premises.

#### N. EMERGENCIES

The PHA will take all necessary steps to insure that pets that become vicious, display symptoms of severe illness, or demonstrate behavior that constitutes an immediate threat to the health or safety of others, are referred to the appropriate State or local entity authorized to remove such animals.

If it is necessary for the PHA to place the pet in a shelter facility, the cost will be the responsibility of the tenant/pet owner.

# **Attachment # NV007L01**

## **NORTH LAS VEGAS HOUSING AUTHORITY FAMILY SELF SUFFICIENCY (FSS) ACTION PLAN**

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## INTRODUCTION

The Housing Authority of the City of North Las Vegas is currently operating and/or administering Public Housing and Section 8 Rental Voucher Programs. The purpose of these programs is to assist eligible families to obtain decent, safe and sanitary housing through rental subsidies received by the Department of Housing and Urban Development.

The purpose of the Family Self-Sufficiency (FSS) Program is to promote economic independence and self-sufficiency among participating families. By coordinating public and private resources, families are able to overcome barriers to obtain program and personal goals.

### I. PROFILE OF FSS FAMILIES AND SUPPORTIVE SERVICE NEEDS

As of January 1, 2005, the Housing Authority of the City of North Las Vegas has 1371 families participating in the Section 8 Housing Assistance Program. The Housing Authority will seek eligible FSS families from current Section 8 participants. The following data characterizes the current Section 8 participants.

	<u>VOUCHERS</u> (1371)	<u>TOTAL</u> (778)	<u>Percent</u>
Minority: 1 - White	27	155	20%
2 - Black	129	611	79%
3 - Native Amer/Indian	0	1	0%
4 - Asian/Pacific Isl.	2	11	1%
Sex of Head - Male	9	86	
- Female	149	692	
Income Source - Wages	29	199	
Benefits	11	52	
TANF	92	358	
SSI, Other	26	169	
Non-Wage Families	129	579	
Average Annual Income - All	5422		
Families Whose Annual Income is Minimum Wage (8840) or less	129		
Families with Female Head Deriving Income from Wages	28		
Families with Male Head Deriving Income from Wages	2		
Families with Male Head Earning Wages at 8840 or Less	1		

The following are the supportive service needs which have been

identified for FSS families to be successful:

1. Child Care
2. Transportation
3. Education/Training
4. Pre-employment Preparation/Personality Development
5. Employment Opportunities
6. Health/Dental Care
7. Counseling Services
8. Drug Prevention/Intervention/Treatment Services

II. **EXPECTED FSS PROGRAM PARTICIPATION**

Based on the data from Section I above, and the identified supportive services, that will be made available in the FSS Program (as outlined in Section III), the following number of families are targeted to participate in the FSS Program:

- 25 % of those families with one head of household presently earning wages
- 25 % of those families receiving TANF
- 25 % of those families receiving non-wage income
- 25 % of those families reporting 0 income

From the foregoing numbers, we estimate 75% Section 8 Voucher participants will be interested in the FSS Program.

III. **SUPPORTIVE SERVICES AVAILABLE**

The following organizations/agencies are currently providing various services in the Southern Nevada area. These agency are committed to assisting our client obtain the supportive service required to eliminate barriers for program participants.

1. Adult Education Programs (CCSD)-
2. Aid for AIDS of Nevada (AFAN)
3. American Red Cross
4. Boy Scouts/Girl Scouts of America
5. Bureau of Alcohol and Drug Abuse
6. Catholic Community Services
7. CENTEL Telephone Company
8. Center for Business and Economic Research (UNLV)
9. Clark County Health District
10. Clark County Juvenile Court Services
11. Clark County Public Administrators

12. Clark County School District (CCSD) Division of Alternative Education Horizon Project
13. Clark County School District (CCSD) Division of Curriculum and Instruction
14. Clark County Social Services
15. Community Action Against Rape (CAAR)
16. Community Food Bank
17. Community Health Services of Southern Nevada
18. Consumer Credit Counseling
19. Cooperative Extension
20. Crossroads Family Shelter
21. Economic Opportunity Board of Clark County (Planning Offices, Human Services Division, and Treatment Center)
22. God In Me Ministry
23. Goodwill Services – Rehabilitation and Personnel
24. HELP of Southern Nevada
25. Henderson Boys and Girls Club/Las Vegas Boys and Girls Club
26. Jewish Family Services
27. Las Vegas Alliance of Black Educators (LABASC)
28. Las Vegas Indian Center
29. Lifeline Pregnancy
30. Martin Luther King Committee
31. Nellis Air Force Base – Family Support Center
32. Nevada Association of Latin Americans
33. Nevada Business Services
34. Nevada Legal Services
35. Nevada State Welfare, Las Vegas
36. Nevada Treatment Center, Nevada State, Office of Program for Substance Abuse, Enforcement, and Treatment
37. Office of the Mayor, City of Las Vegas
38. Office of the Mayor, City of North Las Vegas
39. 100 Committed Men
40. Planned Parenthood of Southern Nevada
41. Poor People Pulling Together
42. Reach Out
43. Re-Entry Center, Community College of Southern Nevada
44. Saint Vincent's Emergency Lodge
45. Salvation Army (Adult Rehabilitation Program and Family Services, Las Vegas)
46. Shade Tree Shelter
47. Temporary Assistance for Domestic Crisis
48. T.R.E.T.MENT, Inc.
49. United Way
50. University Medical Center Social Services
51. Vietnam Veterans' Center
52. Women's Development Center

**IV. NEEDS IDENTIFICATION AND SERVICE DELIVERY**

Following notification and outreach efforts, (Section XI of this Action Plan), eligible prospective participant are scheduled for an interview with a Housing Authority FSS Coordinator.

During the initial interview, a needs assessment will be completed.

The interview will determine if the FSS program can assist a prospective participant considering the supportive services available within the community. If so, the participant will be given the appropriate referrals and prepared for the execution of the FSS Contract of Participation.

**V. PUBLIC AND PRIVATE RESOURCES**

The following organizations will cooperate with the Housing Authority in the activities and services needed for participating families.

1. State of Nevada Bureau of Alcohol and Drug Abuse
2. State of Nevada Welfare Division
3. City of North Las Vegas
4. City of Las Vegas
5. Economic Opportunity Board of Clark County
6. Jewish Family Services
7. Nevada Business Services
8. Nevada Association of Latin Americans
9. State of Nevada Office of Program for Substance Abuse Education, Prevention, Enforcement and Treatment
10. Rehabilitated Economically Affordable Community Housing (REACH)
11. Community Food Bank of Clark County
12. Housing Authority's Drug Elimination Program

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**VI. IMPLEMENTATION SCHEDULE**

The Housing Authority's operation of its local FSS Programs will begin within twelve (12) months of HUD's notification of approval of the incentive award application rental vouchers or public housing rental units.

An itemization of the 12-month period is as follows:

05/04/92	Notification of FSS Incentive Award to the H.A.
08/21/92	Submission of Action Plan
10/01/92	Notification and Outreach (Note: Notification will be conducted at regular

intervals; i.e. every six months depending on volume of the FSS participant list)

- 11/17/92 Briefing for those who submitted "FSS Interest Forms"
- 11/20/92 Submission of "Request for Participation" By Prospective Participants after Briefing
- 01/04/93 Begin Individual Interviews with FSS Coordinator
- 03/01/93 Referrals to Supportive Service Providers will be issued
- 05/04/93 Execution of FSS Contract of Participation for the first Participants

VII. CERTIFICATION OF COORDINATION WITH SUPPORTIVE SERVICE PROGRAMS

See Attachment FSS-1 for required certification.

VIII. PROGRAM TYPE, BEDROOM SIZES, NUMBER OF UNITS

The following designates the program type, bedroom size and number of units of the FSS program:

<u>PROGRAM TYPE</u>	<u>NUMBER OF UNITS/BEDROOM SIZES</u>				
	1BR	2BR	3BR	4BR	5BR
Section 8 Rental Vouchers	294	338	440	185	19

IX. SOURCE OF SECTION 8 PARTICIPANTS

It is the intent of the Housing Authority to select FSS participants for the Section 8 FSS Program from the following sources:

- A. First, from current participants on the Rental Voucher Programs.
- B. Second, from applicants on the current Section 8 *waiting list*, but only if there are not enough current Section 8 participants to fill the FSS slots put in place or to replace the turn-over of FSS participants.
- C. Third, from new applicants added to the Section 8 waiting list, provided such additions are made only for families willing to participate in the FSS Program and only after the above two sources do not produce a sufficient number of participants to fill the FSS slots put in place or to replace the turn-over of FSS participants.

X. SOURCE OF PUBLIC HOUSING PARTICIPANTS (not yet implemented)

It is the intent of the Housing Authority to select FSS participants for the Public Housing Program from the following sources:

- A. First, from current participants in Public Housing Programs.
- B. Second, from applicants on the current Public Housing waiting list, but only if there are not enough current Public Housing participants to fill the FSS slots put in place or to replace the turn-over of FSS participants.
- C. Third, from new applicants added to the Public Housing waiting list, provided such additions are to be made only for families willing to participate in the FSS Program and only after the above two sources do not produce a sufficient number of participants to fill the FSS slots put in place or to replace the turn-over of FSS participants.

XI. NOTIFICATION AND OUTREACH

The Housing Authority will notify its residents/participants by mailing an FSS Program Notification Letter (see Attachment FSS-2). The FSS Interest

Form (see Attachment FSS-3) will be enclosed so that interested participants can respond.

A. Low-Rent Public Housing Program – Notification will be made in the following order:

1. First, current Public Housing residents by specific bedroom size mentioned in FSS Action Plan.
2. Second, current applicants in Public Housing Program by specific bedroom size mentioned in FSS Action Plan.
3. Third, if the above two sources do not provide enough FSS participants, the Authority will open its waiting list only by specific bedroom size mentioned in FSS Action Plan and accept applicants who are willing to participate in FSS Program.

B. Section 8 Existing Housing Programs – Notification will be made in the following order:

1. First, current participants of voucher and certificate programs by specific bedroom size mentioned in FSS Action Plan.
2. Second, Section 8 applicants on the current waiting list by specific bedroom size mentioned in FSS Action Plan.
3. Third, if the above two sources do not provide enough FSS participants, the Authority will open its waiting list only by specific bedroom size mentioned in FSS Action Plan and accept applicants who are willing to participate in FSS Program.

A deadline will be set for returning the FSS Interest Form. Each form will be timed, and dated. Upon receipt of the FSS Interest Forms, the Housing Authority will schedule the FSS applicants to a mandatory briefing session to introduce the FSS Program and answer any questions applicants may have. After the mandatory briefing, an FSS Request for Participation must be submitted by those applicants who wish to be put on the FSS Participant List.

XII. **METHODS OF ESTABLISHING PARTICIPANTS LIST**

If the Housing Authority has more FSS applicants than it has available slots in its Public Housing or Section 8 FSS Program, the Housing Authority will establish a separate FSS waiting list by date and time for each program. Names of those families who are interested in participating in the FSS Program will be placed on the FSS waiting list in the following order:

1. Date and time that the resident/participant submits the FSS Interest Form; and
2. Date of attendance at the mandatory briefing and submission of Request for Participation Form.

- NOTE: 1. if a family does attend the mandatory briefing, his/her name will be removed from the waiting list.
2. If a family does attend the mandatory briefing, but fails to submit a Request for Participation Form by the deadline date, his/her name will be removed from the waiting list.

XIII. **GRIEVANCE PROCEDURES/PENALTIES FOR NON-COMPLIANCE**

A. Low -Rent Public Housing Program

1. Grievance Procedure: The Housing Authority will follow the Grievance Procedures as established in its Statement of Policies and approved by HUD in order to resolve any disputes involving participants in the FSS Program.
2. Penalties for Non -Compliance: Obligations of Public Housing residents participating in the FSS Program are mentioned in the Lease and FSS Contract of Participation. In the event that the family is found to be in breach of his/her contract and/or lease, the Authority may terminate the lease and/or the contract. The family may request an informal hearing as indicated in the Authority's Grievance procedure.

NOTE: If for any reason the Authority terminates the Contract of Participation, the FSS participant will not be allowed to participate in any FSS programs administered by the Authority for two years.

B. Section 8 Voucher Programs

1. Informal Hearing: An informal hearing will be conducted in accordance with 24 CFR, 882.216, 887.405, and Section 13 of the FSS Contract of Participation.
2. Penalties for Non-Compliance: Obligations of Section 8 tenants participating in the FSS Program are mentioned in the Contract of Participation. In the event that a family is found to be in breach of his/her contracts the family may lose their Section 8 housing assistance. The family may request an informal hearing in accordance with the Housing Authority's Grievance Procedure.

NOTE: If for any reason the Housing Authority terminates the Contract of Participation, the FSS participant will not be allowed to participate in any FSS Programs administered by the Housing Authority for 2 years.

XIV. **OTHER INFORMATION**

- A. Inter-jurisdictional Administration of the FSS Program - Memorandum of Understanding (MOU) among the three Housing Authorities in Southern Nevada in order to expand the freedom of choice for low income

families seeking housing assistance under the Section 8 Rental Voucher Program, as well as to solve the administrative and financial difficulties under the portability requirements, the three (3) Housing Authorities in Southern Nevada (Housing Authority of the City of North Las Vegas, Housing Authority of the County of Clark and Housing Authority of the City of Las Vegas) executed a Memorandum of Understanding among themselves on November 1, 1991. In accordance with the MOU, the three Housing Authorities agree to allow one another to administer their Section 8 Rental Vouchers in each of their three jurisdictions, irrespective of their geographical boundaries.

The MOU has made the administration of the Rental Voucher Programs more efficient for the three Housing Authorities. Similarly, it will make the administration of the FSS Program more efficient, as well. The issue is avoided of portability and the consequent complication of what happens to the Contract of Participation and the Escrow Account if an FSS family moves to another jurisdiction.

#### B. Escrow Account of Self Sufficiency Program

Rental Voucher and the Public Housing Programs will each have their own main escrow account. Each main escrow account will have a separate General Ledger Account in the Housing Authority financial books. This FSS General Ledger Account will consist of subsidiary ledgers containing the following information: Name of participant, date participant entered program, individual escrow transaction by date and amount, interest earned on individual balances, and date of account termination or disbursement. The main escrow account will be invested in a HUD approved investments per HUD Handbook 7475.1, Revised Section 4-8. Interest earned in the main escrow account will be earned on a monthly basis and allocated to the individual accounts semi annually on an equitable basis.