PHA Plans

Streamlined Annual Version

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

OMB No. 2577-0226
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief for certain types of PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

Streamlined Annual PHA Plan for

Fiscal Year: 2008

PHA Name: VILLAGE OF HANCOCK NY 426

NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue.

Streamlined Annual PHA Plan
Agency Identification

PHA Name: VILLAGE OF HANCOCK **PHA Number:** NY426

PHA Fiscal Year Beginning: (mm/yyyy) 10/2007

PHA Programs Administered:

☐ **Public Housing and Section 8** ☒ **Section 8 Only** ☐ **Public Housing Only**

Number of public housing units: Number of S8 units: 30 Number of public housing units:
Number of S8 units:

☐ **PHA Consortia: (check box if submitting a joint PHA Plan and complete table)**

No Corsortia

PHA Plan Contact Information:

Name: John M. Eberhard Phone: (607) 746-1600
TDD: Email (if available): exdir@delawareopportunities.org

Public Access to Information

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

☒ PHA's main administrative office ☒ PHA's development management offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plan revised policies or program changes (including attachments) are available for public review and inspection. ☒ Yes ☐ No.
If yes, select all that apply:
☒ Main administrative office of the PHA: Delaware Opportunities Inc. 35430 State Highway 10, Hamden, New York
☒ PHA development management offices
☒ Main administrative office of the local, county or State government: Village of Hancock. 85 East Front Street, Hancock, New York 13783
☐ 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) Village of Hancock, 85 East Front Street, Hancock, New York 13783

Streamlined Annual PHA Plan
Fiscal Year 2008
[24 CFR Part 903.12(c)]

Table of Contents
[24 CFR 903.7(r)]

A. PHA PLAN COMPONENTS

☐ 1. Site-Based Waiting List Policies
903.7(b)(2) Policies on Eligibility, Selection, and Admissions

☐ 2. Capital Improvement Needs
903.7(g) Statement of Capital Improvements Needed

☒ 3. Section 8(y) Homeownership **Page 4**
903.7(k)(1)(i) Statement of Homeownership Programs

☐ 4. Project-Based Voucher Programs : Not Applicable, no vouchers allocated to projects.

☐ 5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan. **Page 5**

The PHA intends to consolidate its program with other programs in Delaware County to permit the opportunity for improved program management. Specifically, this PHA intends to request that HUD authorize the transfer of the 30 housing choice vouchers to NY541. The PHA expects that NY541 will maintain programs consistent with the current administrative plan and, to the extent possible, continue the availability of the 30 housing choice vouchers to residents of the Village of Hancock.

☒ 6. Supporting Documents Available for Review **Page 6**

☐ 7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report

☐ 8. Capital Fund Program 5-Year Action Plan

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50076, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*: *Board Resolution to Accompany the Streamlined Annual Plan* identifying policies or programs the PHA has revised since submission of its last Annual Plan, and including Civil Rights certifications and assurances the changed policies were presented to the Resident Advisory Board for review and comment, approved by the PHA governing board, and made available for review and inspection at the PHA's principal office;

1. Site-Based Waiting Lists (Eligibility, Selection, Admissions Policies)

[24 CFR Part 903.12(c), 903.7(b)(2)]

No site based vouchers in use. Program is Section 8 only and response to this section is exempted.

2. Capital Improvement Needs

[24 CFR Part 903.12 (c), 903.7 (g)]

The PHA is a Section 8 only program and does not make capital improvements.

3. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program

(if applicable) [24 CFR Part 903.12(c), 903.7(k)(1)(i)]

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 the next component; if "yes", complete each program description below (copy and complete questions for each program identified.)

2. Program Description:

   a. Size of Program

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

   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?

   c. What actions will the PHA undertake to implement the program this year (list)?

      The PHA has implemented the homeownership program. The homeownership option is discussed with all applicants at the time of the initial briefing and issuance of a voucher. The option is subsequently discussed with each voucher holder at recertification. The assignment of the vouchers to NY541 will not have a bearing on the implementation of this plan.

3. Capacity of the PHA to Administer a Section 8 Homeownership Program:

The PHA has demonstrated its capacity to administer the program by (select all that apply):

☒ Establishing a minimum homeowner down payment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.

☒ Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.

☒ Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):

The PHA intends to have NY541 assume responsibility for administering the assistance in the Village of Hancock and its established service area; however, the Village of Walton (NY541) utilizes the services of Delaware Opportunities as the administering agent, just as is currently the case in the Village of Hancock. Delaware Opportunities is a HUD approved housing counseling agency. The agency has operated Community Development Block Grant homeownership programs in conjunction with local financial institutions and the housing choice vouchers program. Currently the agency has a county-wide HOME homeownership program which will be available to provide additional assistance in the Village of Hancock for coupling with the housing voucher program.

☐ Demonstrating that it has other relevant experience (list experience below):

4. Use of the Project-Based Voucher Program

Intent to Use Project-Based Assistance

☐ Yes ☒ No: Does the PHA plan to "project-base" any tenant-based Section 8 vouchers in the coming year? If the answer is "no," go to the next component. If yes, answer the following questions.

5. PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

1. Consolidated Plan jurisdiction: New York State

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 on its waiting lists 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)

The PHA obtained a letter from the New York State Division of Housing and Community Renewal indicating that the 5 year and annual plan were consistent with the New York State Consolidated Plan. This letter was dated in December of 2005 and the New York State Consolidated Plan is essentially the same as it relates to the goals and objectives of the housing choice voucher program.

It is anticipated that there were be no changes in the operation in the program during the next fiscal year with the exception that the PHA intends to transfer the administration of its housing voucher choice program to the Village of Walton, NY541. The administrative plans for both communities are currently exactly the same and are expected to remain so. The availability of housing choice vouchers for this PHA will continue and will be administered by Delaware Opportunities as in the past. The creation of a consolidated program is expected to streamline the administration of the program and to make financial management of a single large program more in line with the current program regulations and guidelines.

☐ Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: See 5 year plan

6. Supporting Documents Available for Review for Streamlined Annual PHA Plans

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

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Related Plan Component**
x	*PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans*;	5 Year and Annual Plans
x	*PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan*	Streamlined Annual Plans
x	*Certification by State or Local Official of PHA Plan Consistency with Consolidated*	5 Year Plan

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Related Plan Component**
	Plan.	
x	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
x	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
x	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
x	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. ☒ Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
x	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
x	Section 8 informal review and hearing procedures. ☒ Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
x	Policies governing any Section 8 Homeownership program (Section 4.410 of the Section 8 Administrative Plan)	Annual Plan: Homeownership
x	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
x	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
x	Compliance with Violence Against Women Act: The administrative plan provides for local preferences for applicants who are victims of domestic violence. The PHA follows all HUD requirements and guidance relative to VAWA	Section 8 Administrative Plan

PHA PLAN COMMENTS

VILLAGE OF HANCOCK NY426

No substantial comments were received during the review and public participation time period and process; however, the process also included the survey of customer satisfaction. Surveys were sent to all holders of Housing Choice Vouchers for the PHA. The following describes the results of the survey:

Total surveys distributed: 24

Responses received: 8 (33%)

- When you contacted our offices were you treated professionally: Yes: 8 No: 0
- Were you served promptly?: Yes: 8 No: 0
- Were you proved with complete information regarding the program including eligibility, your responsibilities, etc.? Yes: 8 No: 0
- Does your rental unit meet your expectations for the rent you pay: Yes: 8 No: 0
- Does your landlord make repairs as needed and in a timely manner: Yes: 7 No 1 **Comment: It is not clear if the repairs were related to Housing Quality Standards. Records of the PHA do not indicate unresolved housing quality issues. Additional attention should be placed on informing tenants of the landlord responsibilities and the willingness of the PHA to assist in assuring that the property meets housing quality standards. This additional emphasis should occur during the tenant briefing.**
- Were you informed of other programs or services for which you might apply? Yes: 7 No: 1. **Comment: As the implementing agent for the PHA, Delaware Opportunities is guided to provide information regarding other programs or services and such information should always be conveyed to program participants. Additional attention to this issue must be employed by Delaware Opportunities.**
- Were you informed about the homeownership option: Yes: 5; No: 3 **Comment: The PHA has adopted a policy to promote homeownership. Additional staff attention needs to be paid to exploring this option with program participants.**
- Has rental assistance helped you find or keep a job? Yes: 2; No: 6
- Since participation in the rental assistance program do you consider yourself and your family to be more self sufficient? Yes: 8; No: 0
- Do you or your family participate in or volunteer for any community, religious, or social organization? Yes: 3 No: 5
- Were you informed about the opportunity to participate in the Family Self Sufficiency Program and establish an escrow account for yourself/household: Yes: 3 No: 5 **Response: Staff will need to put more emphasis on the family self sufficiency option. The FSS option was implemented in large part to encourage additional participation in the homeownership option. Some who**

responded that they were informed of the home ownership option were not informed of the FSS, which could make a significant difference in the successful implementation of the homeownership option for some households. The tenant briefing and recertification process should make the participants aware of the FSS option.

- If you have any comments which would help us improve services, please list them below: