

PHA Plans

Streamlined 5-Year/Annual Version 2 – May 1, 2007

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

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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 to certain 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 5-Year Plan for Fiscal Years 2005 - 2009

Streamlined Annual Plan for Fiscal Year 2007

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. Full reporting for each component listed in the streamlined Annual Plan submitted with the 5-year plan is required.

Streamlined Five-Year PHA Plan Agency Identification

PHA Name: Mid-Columbia Housing Authority

PHA Number: OR-026

PHA Fiscal Year Beginning: (07/2005)

PHA Programs Administered:

Public Housing and Section 8

Number of public housing units:
Number of S8 units:

Section 8 Only

Number of S8 units:550

Public Housing Only

Number of public housing units:

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

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

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 and attachments (if any) 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)

Streamlined Five-Year PHA Plan

PHA FISCAL YEARS 2005 - 2009

[24 CFR Part 903.12]

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:

The PHA's mission is: (state mission here)

“To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination to families with very low and extremely low incomes.”

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)

- o Support the development of other affordable housing in the service district.

PHA Goal: Improve the quality of assisted housing

Objectives:

Improve public housing management: (PHAS score)

Maintain or improve voucher management: (SEMAP score)

Increase customer satisfaction:

Concentrate on efforts to improve specific management functions:

(list; e.g.,) maximum utilization of funds available for Section 8

Improved access to information on housing resources,

Renovate or modernize public housing units:

- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)
 - A) Assist low income homeowners access opportunities to repair substandard housing units;
 - B) Encourage owners to upgrade substandard housing.

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)
 - Expand opportunities for homeownership for lower income families by working in partnership with other public and private organizations in the community to provide (1) homeownership counseling and education; (2) Financial Literacy classes, and (3) seminars on the basics of buying and owning a home in English and Spanish
 - Expand outreach efforts to ensure access to services for households throughout the geographical service area.

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:

- Based on employment available, 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)
 - Utilize Individual Development Accounts (IDAs) and FSS escrow accounts to help Sec8 participants save money and build assets

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)

Streamlined Annual PHA Plan

PHA Fiscal Year 2007

[24 CFR Part 903.12(b)]

Table of Contents

Provide the following table of contents for the streamlined Annual Plan submitted with the Five-Year Plan, including all streamlined plan components, and additional requirements, together with the list of supporting documents available for public inspection.

A. ANNUAL STREAMLINED PHA PLAN COMPONENTS

- 1. Housing Needs
- 2. Financial Resources
- 3. Policies on Eligibility, Selection and Admissions
- 4. Rent Determination Policies
- 5. Capital Improvements Needs
- 6. Demolition and Disposition
- 7. Homeownership
- 8. Civil Rights Certifications (included with PHA Certifications of Compliance)
- 9. Additional Information
 - a. PHA Progress on Meeting 5-Year Mission and Goals
 - b. Criteria for Substantial Deviations and Significant Amendments
 - c. Other Information Requested by HUD
 - i. Resident Advisory Board Membership and Consultation Process
 - ii. Resident Membership on the PHA Governing Board
 - iii. PHA Statement of Consistency with Consolidated Plan
 - iv. (Reserved)
- 10. Project-Based Voucher Program
- 11. Supporting Documents Available for Review
- 12. FY 20__ Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- 13. Capital Fund Program 5-Year Action Plan
- 14. Other (List below, providing name for each item)

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;

Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.

For PHAs APPLYING FOR CAPITAL FUND PROGRAM (CFP) GRANTS:

Form HUD-50070, Certification for a Drug-Free Workplace;

Form HUD-50071, Certification of Payments to Influence Federal Transactions;

Form SF-LLL & SF-LLLa, Disclosure of Lobbying Activities.

Executive Summary (optional)

[903.7(r)]. If desired, provide a brief overview of the contents of the streamlined 5-Year/Annual Plan.

1. Statement of Housing Needs [24 CFR Part 903.12 (b), 903.7(a)]

A. 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 PHA's Waiting Lists			
Waiting list type: (select one)			
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	257		
Extremely low income <=30% AMI	192	75%	
Very low income (>30% but <=50% AMI)	47	18%	
Low income (>50% but <80% AMI)	18	7%	
Families with children	152	59%	
Elderly families	84	33%	
Families with Disabilities	88	34%	
Race/ethnicity - Black	9	3.5%	
Race/ethnicity- Hispanic	23	9%	
Race/ethnicity- Indian/Alask	10	4%	
Race/ethnicity- Asian	4	1.6%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

Housing Needs of Families on the PHA's Waiting Lists

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

If yes:

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

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

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?

No Yes

B. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families on the PHA's public housing and Section 8 waiting lists **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 based on (A) % of baseline units or (B) % of budget authority;
- Establish reasonable payment standards that will enable families to rent a modest home 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)

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they

- become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)
- Administer Shelter plus Care for Homeless Disabled individuals

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, as requested
- Market the section 8 program to owners outside of areas of poverty /minority concentrations – **Not Applicable**
- 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 903.12 (b), 903.7 (c)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2006 grants)		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	2,223,412 (HAP) 338,768 (Admin)	
f) Family Self-Sufficiency Grants/ g) Homeownership Grants	44,447 36,124	
h) Community Development Block Grant		
i) HOME (TBA)	34,000	
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
HAP remaining at the end of calendar year 06	70,000	HAP
3. Public Housing Dwelling Rental Income		
4. Other income (list below)		
Home Ownership Assistance Program	55,000	Homeownership Education
Funded through State of Oregon		
4. Non-federal sources (list below)		
Total Resources	2,801,751	

3. PHA Policies Governing Eligibility, Selection, and Admissions

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

A. Public Housing

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

(1) Eligibility

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

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

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)

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

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

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

(2)Waiting List Organization

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

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

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

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

c. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to d.

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time? ___

3. How many unit offers may an applicant turn down before being removed from the site-based waiting list? ___

4. Yes No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

d. Site-Based Waiting Lists – Coming Year

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
 - Over-housed
 - Under-housed
 - Medical justification
 - Administrative reasons determined by the PHA (e.g., to permit modernization work)
 - Resident choice: (state circumstances below)
 - Other: (list below)
- c. Preferences
1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

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

- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

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

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

- Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in 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)

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)

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: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete. If yes, list these developments on the following table:

Deconcentration Policy for Covered Developments			
Development Name	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

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):
- Other (list below)

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

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

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

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug-related activity
- Other (describe below)

Upon request the HA will provide factual information regarding lease violations

(2) Waiting List Organization

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

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

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

- PHA main administrative office
- Other (list below)

Applications may be downloaded from our website at

www.mid-columbiahousingauthority.org

Community partners such as the Community Action Council and TANF agency have applications available at their offices

(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:

- (1) If the family has demonstrated an active search;
- (2) If there is a documented medical reason or other legitimate reason that prevented the

household from actively searching for housing during the initial 60 days

(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)

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).

Also refer to Administrative Plan Section 5.2 Preferences

The Housing Authority will select families based on the following preferences. 5.2 Preferences AND SPECIAL ADMISSIONS

The Housing Authority will select families based on the following preferences.

a. **Elderly, and Disabled or Displaced singles receive priority over other applicants who are eligible for the same size unit. If there are a sufficient number of elderly and disabled households on the waiting list, the waiting list will be closed to new applicant households that do not have children and are neither elderly or disabled.**

b. **Mental Health Preference.** Twelve (12) applicants who meet the definition of “mentally or emotionally disabled” or those who have **completed treatment for alcohol or drug addiction** will be given preference for Section 8 assistance, provided they are receiving comprehensive mental health services designed to improve his/her situation and to increase self-sufficiency. Participation in such a comprehensive mental health program may be documented with a letter from the local mental health department.

- c. **Working or Residing in District.** Local preference will be given to those families who are living or working within the five county service district. If the applicant is living outside the District and is not working at the time of application, no priority will be assigned; however, as soon as the household moves into the District or begins work in the District and notifies the Housing Authority of this fact, they will receive this local preference.
- d. **Survivors of Domestic Violence** Twelve (12) applicants (approximately one per month) will be given preference during the year for Section 8 Assistance if they must vacate a housing unit because of an active case of domestic violence or if the applicant lives in a housing unit with a person who engages in domestic violence (actual or threatened physical violence) directed at one or more members of the applicant family by a spouse or other member of the applicant household. The Housing Authority staff will verify an active protection order or shall otherwise document eligibility for this preference.
- e. **Elderly Requiring Supportive Services.** Ten (10) elderly applicants per year who require support services with daily living activities in order to live independently, i.e., housekeeping, meals, personal care, medication management, etc.) will be given local preference for admission to the Section 8 program, provided they are receiving such support services. Enrollment/participation in a support service program must be documented with a letter from an appropriate service organization.
- f. **Disabled Veterans will be given preference for admission to the Section 8 Program, effective October 25, 2006.** All households applying for assistance will be notified of this preference.
- g. **Welfare to Work – 10 Vouchers** will be set aside and used in conjunction with the Welfare to Work Program to those applicants who need housing in order to obtain or retain employment. Participation in the Welfare to Work program and the need for housing must be documented through the Welfare Office before this preference will be given for admission to the Section 8 program.

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.

[3]. Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- [1.] Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs

- Households that contribute to meeting income goals (broad range of incomes)
- [2] Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below)
Written notice to community partners regarding availability of special purpose vouchers.

4. PHA Rent Determination Policies

[24 CFR Part 903.12(b), 903.7(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 of the following two)

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

b. Minimum Rent

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

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

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

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

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

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

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

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

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:

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

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

e. Ceiling rents

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

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

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

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

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

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

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)

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

a. 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)
The PHA is regional. Within each county and bedroom size different circumstances exist.
The Payment standards range between 90-110% of FMR

- 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 :

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)
 - To prevent undue hardship on households already receiving assistance, prior to decreases in the HUD FMRS.

d. How often are payment standards reevaluated for adequacy? (select one)

- At least Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Capital Improvement Needs

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

Exemptions from Component 5: Section 8 only PHAs are not required to complete this component and may skip to Component 6.

A. Capital Fund Activities

Exemptions from sub-component 5A: PHAs that will not participate in the Capital Fund Program may skip to component 5B. All other PHAs must complete 5A as instructed.

(1) Capital Fund Program

- a. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 12 and 13 of this template (Capital Fund Program tables). If no, skip to B.
- b. Yes No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in

its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

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

Applicability of sub-component 5B: 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.

(1) Hope VI Revitalization

- a. Yes No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to next component; if yes, provide responses to questions on chart below 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)
Development name:
Development (project) number:
Status of grant: (select the statement that best describes the current status)
 Revitalization Plan under development
 Revitalization Plan submitted, pending approval
 Revitalization Plan approved
 Activities pursuant to an approved Revitalization Plan underway
- c. Yes No: Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name/s below:
- d. Yes No: 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:
- e. Yes No: 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:

6. Demolition and Disposition

[24 CFR Part 903.12(b), 903.7 (h)]

Applicability of component 6: Section 8 only PHAs are not required to complete this section.

- a. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 or 24 (Hope VI) of the U.S. Housing Act of 1937 (42 U.S.C. 1437p) or Section 202/Section 33 (Mandatory Conversion) in the plan Fiscal Year? (If “No”, skip to component 7; if “yes”, complete one activity description for each development on the following chart.)

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: (DD/MM/YY)
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:

7. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program
[24 CFR Part 903.12(b), 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?

If the answer to the question above was yes, what is the maximum number of participants this fiscal year?10

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:

In addition to HUD criteria, the Mid-Columbia Housing Authority requires that:

- Family has had no family caused violations of HUD's Housing Quality Standards within the last one year period.
- Family is not within the initial one year period of a HAP contract.
- Family does not owe money to the MCHA
- Family has not committed any serious or repeated violations of a MCHA assisted lease within the past one year period.
- Family Self Sufficiency Program participants receive a priority for participation in the home ownership program
- Have a FICO (Fair Isaac and Co) credit score of 600 or higher on a scale from 300 to 850.
- Family responsible for a down payment of at least 3% of the purchase price, where 1% of the purchase price comes from the family's own resources
- Obtain MCHA approval of the proposed mortgage contract (which must comply with generally accepted mortgage underwriting requirements
- Enter into a written agreement with MCHA to comply with all of its obligations under the Section 8 program
- Family signs Addendum to Residential Purchase Agreement and Joint Escrow Instructions that includes provisions addition to HUD requirements @ 982.631.
- Participate in a post-purchase counseling program
- Minimum time (180 days) to locate a home to purchase

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

The Mid-Columbia Housing Authority has undertaken a variety of activities to promote homeownership. Among the activities under taken include:

1. Development and Implementation of a Strategic Marketing and Outreach Plan. The plan included the following elements:
 - a. Development of program brochures, direct mail pieces and related materials
 - b. Mailings of direct marketing pieces to all Section 8 Voucher participants in Oregon and Washington States announcing the program and inviting them to attend Orientation Sessions.
 - c. Conducting frequent 2 hour Orientation Sessions at well known locations.
 - d. Conducting an 8 hour home buying educational seminar that featured professionals from the housing industry.
 - e. Conducting one-on-one pre-purchase counseling sessions for graduates of the home buying educational seminar.
 - f. Conducting informational meetings with key partners such as lenders, bankers, real estate professionals, social service agencies, elected officials and the like.
2. Expanded Asset and Wealth Building Programs.

The Mid-Columbia Housing Authority added an Individual Development Account Program. Through a

relationship with Valley Individual Development Accounts (VIDA), the Mid Columbia Housing Authority can now offer low and moderate income families the opportunity to build savings for home ownership. VIDA is the largest IDA program and most successful collaborative model in the State of Oregon and has served 275 individuals whose incomes are at or below the 200% of the federal poverty level.

Now, families wanting to own a home can work toward that dream by participating in the Family Self Sufficiency program and the IDA program.

3. Development of Strategic Partnerships

The Mid-Columbia Housing Authority has developed strategic partnerships that will help ensure the success of the Section 8 homeownership Voucher program. Among the partnerships developed include:

- a. Lenders: The following lenders have agreed to participate in the program: The United States Department of Agriculture Rural Development in both the states of Oregon and Washington, Eagle Mortgage (Washington), Umpqua and Siuslaw Banks (Oregon)
- b. Financial Professionals: The following financial professionals have agreed to provide training for participants to help improve their financial readiness: Oregon State University Extension Service and Wells Fargo Bank
- c. State Government: The Oregon State Department of Housing and Community Development has awarded the Mid-Columbia Housing Authority a grant to develop and enhance homeownership counseling and education programs.
- d. Other Strategic Partners: Region 9 Work Force Investment has agreed to co-market information from the Mid-Columbia Housing Authority;

(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):

- a. Establishing a minimum homeowner downpayment 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.
- b. 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.
- c. Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below). Through our partnership with CASA of Oregon we are able to offer Individual Development Accounts to households who also participate in Family Self-Sufficiency.
- d. Demonstrating that it has other relevant experience (list experience below).

The Housing Authority has operated the Yes You Can Home-Ownership Program offering a variety of services since 2003. Recently the Mid-Columbia Housing Authority was awarded a \$110,000 grant from Oregon Housing and Community Services to further expand homeownership counseling and education throughout the region.

The Mid Columbia Housing Authority and its developmental arm, the Columbia Cascade Housing Corporation, have broad experience serving low and very low income families and individuals. To ensure our families have affordable, decent and safe housing we have the Section 8 Housing Choice Voucher program, HOME TBA Program, and we build and manage low income housing under USDA Rural Development, LIHTC and Oregon State Financed Housing. To help families save, build assets and enter the financial mainstream we offer a variety of services the Individual Development Account (IDA), Family Self Sufficiency Program (FSS), Homeownership Voucher Program, offer the ABC's of Homebuying (Home Buyer Education Course), and a Financial Literacy course through our community partnerships.

8. Civil Rights Certifications

[24 CFR Part 903.12 (b), 903.7 (o)]

Civil rights certifications are included in the *PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans*, which is submitted to the Field Office in hard copy—see Table of Contents.

9. Additional Information

[24 CFR Part 903.12 (b), 903.7 (r)]

A. PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan

(Provide a statement of the PHA's progress against the goals and objectives established in the previous 5-Year Plan for the period FY 2005 - 2009.)

In 2006 the Housing Authority was able to sustain its program and continue to offer Section 8 assistance to extremely low income households. Modifications were made to certain policies to enable the Housing Authority to serve the greatest number of families within its budget during 2005. This resulted in lower payment standards that impacted the ability of the low income households to locate approvable housing. The PHA was not able to maintain full utilization of program funds.

The Housing Authority made significant strides in further development of its homeownership initiatives that include initiating the Section 8 HomeOwnership Voucher Program, successfully competing for funds to offer individual development accounts and homeownership education and counseling to lower income households. We are developing experience so that in 2007 the Housing Authority will apply to become a certified HUD Counseling Center.

The Housing Authority participated in meetings concerning housing needs with other community partners and leaders. In partnership with Columbia Cascade Housing Corp.

the Housing Authority was successful in developing housing for homeless youth aging out of foster care or coming out of the juvenile justice system.

The Housing Authority maintains a model for Senior Housing in a rural community. In partnership with Sherman County the Housing Authority developed 12 bond financed units that are adjacent to the Senior Center. The Senior Center offers a variety of services which will allow the Seniors to remain independent for as long as possible and continue to live in their own community.

The Housing Authority further developed its relationship with local landlords and realtors through presentations to the Mid-Columbia Rental Association and the Mid-Columbia Realtors Association.

Through various funding streams the Housing Authority continues to offer a continuum of housing services to help those who are homeless or at high risk of homelessness, special needs populations such as persons with mental illness, elderly, handicapped, victims of domestic violence, and farmworkers.

B. Criteria for Substantial Deviations and Significant Amendments

(1) Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

- a. Substantial Deviation from the 5-Year Plan
 - A substantial change in a goal(s) identified in the Five year Plan. For example, checking or unchecking a PHA goal box.
- b. Significant Amendment or Modification to the Annual Plan
 - Significant modifications to major strategies to address housing needs and to major policies (e.g., policies governing eligibility, selection or admissions and rent determination) or programs such as homeownership programs or family self sufficiency programs.

C. Other Information

[24 CFR Part 903.13, 903.15]

(1) Resident Advisory Board Recommendations

- a. Yes No: Did the PHA receive any comments on the PHA Plan from the

Resident Advisory Board/s?

If yes, provide the comments below:

b. 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)

(2) Resident Membership on PHA Governing Board

The governing board of each PHA is required to have at least one member who is directly assisted by the PHA, unless the PHA meets certain exemption criteria. Regulations governing the resident board member are found at 24 CFR Part 964, Subpart E.

a. Does the PHA governing board include at least one member who is directly assisted by the PHA this year?

- Yes No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board:

TERM
EXP. DATE

4/30/09

Darrell Smith

Representing: RAB &
Sherman Co.

Method of Selection:

- Appointment
The term of appointment is 2005 - 2009

- Election by Residents (if checked, complete next section--Description of Resident Election Process)

Description of Resident Election Process

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: Candidates could respond to a area-wide solicitation for a position on the Board

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)

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) The Board of Commissioners appoints the Resident Board member. .

b. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- The PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
- The PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
- Other (explain):

Date of next term expiration of a governing board member: 2009

Name and title of appointing official(s) for governing board (indicate appointing official for the next available position):

The Board of Commissioners for the regional housing authority appoints the Resident Commissioner. A roster of Board members for 2005 is attached as an addendum to this plan.

(3) PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

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

Consolidated Plan jurisdiction: State of Oregon

a. 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 list 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.
- Other: (list below)

b. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments:

A signed certification statement of consistency from the State official charged with oversight of the consolidated plan.

(4) (Reserved)

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

10. Project-Based Voucher Program

- a. Yes No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If yes, answer the following questions.
- b. Yes No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option?

If yes, check which circumstances apply:

- Low utilization rate for vouchers due to lack of suitable rental units
- Access to neighborhoods outside of high poverty areas
- Other (describe below:)

- c. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

11. List of Supporting Documents Available for Review for Streamlined Five-Year/ 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
<input checked="" type="checkbox"/>	<i>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.</i>	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
<input checked="" type="checkbox"/>	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year Plans
<input checked="" type="checkbox"/>	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
<input checked="" type="checkbox"/>	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
<input checked="" type="checkbox"/>	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
<input checked="" type="checkbox"/>	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the method for setting public housing flat rents. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
	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. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
	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
	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
<input checked="" type="checkbox"/>	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management
	Public housing grievance procedures <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
	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
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
<input checked="" type="checkbox"/>	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
	Public Housing Community Service Policy/Programs <input type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
<input checked="" type="checkbox"/>	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
<input checked="" type="checkbox"/>	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Pet Policy
<input checked="" type="checkbox"/>	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
	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for Consortia
	Consortia Joint PHA Plans ONLY: Certification that consortium agreement is in	Joint PHA Plan for

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection	Consortia
	Other supporting documents (optional). List individually.	(Specify as needed)

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

PHA Name:	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant:
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)				
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name				<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: PHA FY:	Work Statement for Year 3 FFY Grant: PHA FY:	Work Statement for Year 4 FFY Grant: PHA FY:	Work Statement for Year 5 FFY Grant: PHA FY:
	Annual Statement				
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : ____ FFY Grant: PHA FY:			Activities for Year: ____ FFY Grant: PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See						
Annual						
Statement						
Total CFP Estimated Cost			\$			\$

RESIDENT COMMENTS

The Housing Authority has engaged in an extensive process of seeking resident and public comments on our Agency Plan. In the course of compiling the Plan we engaged in the following process.

All Section 8 participants were given an opportunity to participate in the Resident Advisory Board (RAB). At each annual re-exam a notice was included that solicited participation on the RAB. Those that returned the bottom of the form and expressed an interest were included in the mailing list for all RAB meetings. At all meetings refreshments are offered and residents are provided a \$20 stipend to allow them to attend.

Attached are copies of the minutes from the meetings are attached and include attendance records.

**RESIDENT ADVISORY BOARD ROSTER 2005-2006
MAILING LIST FOR COMMUNITY MEETINGS
MID-COLUMBIA HOUSING AUTHORITY & COLUMBIA GORGE HOUSING AUTHORITY**

KAREN	BLOCK	2106 E 13TH ST	THE DALLES	OR	97058
PENNY	BOYD	1020 E 11TH ST	THE DALLES	OR	97058
LONNIE	DECOURCY	312 COURT ST., APT. 315	THE DALLES	OR	97058
MELANIE	ESPELAND	1619 NEVADA ST	THE DALLES	OR	97058
CELIA	GOMEZ-KELSO	PO BOX 1954	115 N MAIN #B	WHITE	WA 98672
			SALMON		
LOISANN	D. HAROLD	911 FEDERAL ST #12	THE DALLES	OR	97058
PATRICIA	MATHEUS	1706 AVALON WAY #91	HOOD RIVER	OR	97031
HECTOR	ORTIZ	3872 BARRETT DR	HOOD RIVER	OR	97031
LAYLA	RODRIGUEZ	PO BOX 933	THE DALLES	OR	97058

RON	RUBINO	ATTORNEY AT LAW	421 HIGH ST, SUITE 110		OREGON CITY	OR	97045
ANTONIO	M. SANCHEZ		PO BOX 738	421 E, Crt	GOLDENDALE	WA	98620
DONNA	L. SEAMAN		PO BOX 496	970 NW 1ST FALLS VIEW RD	STEVENSON	WA	98648
LESTER	TROEH		PO Box 299	30 Portage Dr. #221	NORTH BONNE	WA	98739
TERESA	I. WILLIAMS		PO BOX 600	9 ALLYN DR	GOLDENDALE	WA	98620
PAUL	REINECCIUS		126 W. 6th #5		THE DALLES	OR	97058
KAREN	WILSON		903 W. 11th`		THE DALLES	OR	97058
TINA	A WELCH		412 W. 7th		THE DALLES	OR	97058
MEYLINDA	BROADHEAD		6541 WELLS RD		THE DALLES	OR	97058
TARA	BOUVEARD		4435 RIORDAN HILL RD.	2917 W. PROSPECT	HOOD RIVER	OR	97031
SMITH	DARRELL	RESIDENT COMMISSIONER MCHA	P.O. BOX 74		MORO	OR	97065
JANET	BEARDSLEY	RESIDENT COMMISSIONER CGHA	801 S. SCHUSTER, # M-23		GOLDENDALE	WA	98620

MID-COLUMBIA HOUSING AUTHORITY
RESIDENT ADVISORY BOARD MEETING
THURSDAY, DECEMBER 21, 2006
MCHA STAFF MEETING ROOM
312 COURT ST., STE. 419
THE DALLES, OREGON

RESIDENTS IN ATTENDANCE None

ATTENDANCE MCHA STAFF Ruby Mason, Bobbie Wojtecki, David Peters, Tim Timmer, Tammy Henderson, Jola Hawkins, Yolanda

Smith, Rene Bringman, Veronica Serrano, Kelly Walker, Joe Abbott, Ryan Rooper

GUESTS

John Hutcheson (Homeownership): Jennifer Stoller (Oregon Legal Services) was unable to attend due to adverse weather conditions.

CALL TO ORDER

Ruby Mason called the meeting to order at 1:40 p.m.

OVERVIEW

Ruby Mason opened the meeting by giving the MCHA staff an overview of the Agency Plan. Every five years we do a 5-Year Plan and then every year we do the annual update to the 5-Year Plan. It goes over what our mission is, what our goals are and the action necessary to meet our goals. Ruby stated that the staff was a critical component in this process.

1-YEAR PLAN REQUIREMENTS

Ruby Mason stated that HUD gives us a template to use so we don't have a lot of leeway. They have given us a list of goals to pick from for simplicity sake, to make it easier for us but we can always add more. We have adopted the HUD mission statement and the primary goals that HUD has established for the Agency. They are; for five years establish private assisted housing, improve the quality of assisted housing, increase housing choices, promote self-sufficiency and economic development, and ensure equal opportunity to further housing. Everything we do in our office fits into one of those categories. Every year we have to go over our

budget, what resources we have, what we're planning to do during the next year, and take a look at our Administrative Plan. Ruby asked each employee to review the Administrative Plan and let her know if there are things that need to be addressed.

Ruby Mason stated that we just had a celebration for the Transitional Youth Project which will be coming on line this next year and are working in Cascade Locks to develop affordable housing which falls under expanding the supply of assisted housing, meeting special needs in our community, and increasing housing choices. All the work we are doing with Homeownership Center, Mid-Columbia Housing Authority, Columbia Gorge Housing Authority, and Columbia Cascade Housing fits under this mission of meeting major goals. During this next year's process we have to get input from residents and need a resident member on our board. We currently have Darrell Smith from Sherman County in Oregon and Janet Beardslee from Klickitat County in Washington but she hasn't been able to participate.

Ruby Mason stated that we will be having a public meeting in January '07 to go over the plan. We don't have to do a needs assessment but we have to include in the streamlined plan how many people are on our waiting list, show the demographics, (i.e. if there is only one Native American on the program and there's 10% in the area, how come). We have

been using some of the Census data and information from our waiting list.

ADJOURNMENT

There being no further questions or comments the meeting was adjourned at 2:00 p.m.

Respectfully Submitted,

Bobbie Wojtecki
Recording Secretary

**MID-COLUMBIA HOUSING AUTHORITY
RESIDENT ADVISORY BOARD MEETING
THURSDAY, JANUARY 25, 2007
MCHA STAFF MEETING ROOM
312 COURT ST., STE. 419
THE DALLES, OREGON**

RESIDENTS IN ATTENDANCE Darrell Smith (Sherman County) Resident
Commissioner

ATTENDANCE MCHA STAFF Ruby Mason (Executive Director): Bobbie Wojtecki
(Administrative Officer):

GUESTS Jennifer Stoller (Oregon Legal Services)

CALL TO ORDER Ruby Mason called the meeting to order at 1:05 p.m.

ADMINISTRATIVE PLAN CHANGES

Ruby Mason stated that some of the changes for the coming year which are, giving a preference to Disabled Veterans, and reinstating the Welfare-to-Work Preference. There are some changes that relate to the Domestic Violence Act so we have to modify our lease and give a notice to everyone of our clients. Jennifer Stoller stated in response to Ruby's question that depending on how the contract is worded determines whether the addendum needs to be signed or not. Ruby stated this is really not a change in our policy and we've pretty much implemented the same procedures and we've never had to evict anyone for domestic violence. We changed our policy a long time ago to say that the Voucher remains with the parent that has the children and not necessarily who remains in the household. Jennifer stated that often times an abuser will obtain a restraining order against the actual victim and her only concern is that we are aware that this happens. We need to figure out who really is the bad guy. Ruby stated that we want to add to our Administrative Plan a better explanation of tenant rights when someone receives a termination notice. The first thing they can do is request a conference. This is not a hearing, it's to talk to someone other than the person that made the initial determination. Usually they would talk to a supervisor but if a supervisor is not available they could talk to someone else. Within 14 to 15 calendar days they would get notice of what the decision was. If they still feel the action is incorrect

they have the right to request an Informal Hearing. We feel this procedure limits the amount of hearings to the one's that really need a hearing. Jennifer asked if the explanation the tenant's receive after the conference included the hearing right information. Bobbie Wojtecki stated they are told what their rights are at the beginning of the conference but the only written copy is on the original termination notice. It was agreed that they should receive another written copy with the determination from the conference if they still didn't agree with the decision. Ruby stated that we will be putting a little more detail into the Administrative Plan.

**UNDESIGNATED FUND
BALANCE**

Ruby Mason explained that we are trying to get back to being fully utilized because of the change in the budget based program plus there have been market changes on top of that. In all of our areas the cost has gone up dramatically so we lowered our Payment Standard which has made it harder to get leased up.

Ruby Mason stated that our main focus in using our resources is to get it out there. As many names as we are pulling off the waiting list we are getting as many families applying each week. Our waiting list right now is at an all time low because we have been pulling so many people from the waiting list. We are serving about 518 families right now. Typically before all the changes our waiting list usually kept up with as many as we were serving.

Jennifer Stoller stated that she noticed on an e-mail that Ruby had sent implicated that persons that are terminated for cause aren't eligible for a year. Ruby explained that our current Administrative Plan says that if they are terminated for serious or repeated violations of the Family Obligations or if they were terminated for drug use they can not get back on for three years. If they are terminated for cause then they would have to wait a year before they would be eligible to reapply. We feel that there should be a time period that they are not eligible if they actually violated program obligations. Our office is very liberal in allowing people to have a second chance.

PUBLIC HEARING

Ruby Mason stated that it was discussed at our regular board meeting about the Public Hearing being scheduled for March 23, 2007 which is part of the regular board meeting. This will give us enough time to implement changes. If there are any comments that we want to take into consideration we could do that before it is submitted in April. Ruby stated that she is going to contact all of our community partners to see if they have any suggestions or if they have any clients that have expressed problems.

PROGRAM PREFERENCES

In answer to Jennifer Stoller's question Ruby Mason stated that we have ten Vouchers set aside for persons with chronic mental illness or persons with alcohol and drug issues that are receiving comprehensive services. We have set aside for elderly and disabled that require comprehensive services, Domestic Violence, and Disabled Veterans. The number of vouchers that is set aside for these preferences is the number we can use for a year. The number is renewed every year. We also have a Local Preference that gives priority to households who are either living here or working here. For example, if they are living in Portland and want to move here they can be on our waiting list but their name will not start moving to the top until they actually move here. We go by date and time of application and area they want to move to.

TENANT COMMENTS

Darrell Smith stated that they are having a problem finding a manager for Sage Wind Manor and that he has spoken with Janie who is willing to do it for her regular hourly rate which is \$15/hr. If we are looking for 10 hrs./wk. he feels that's pretty expensive. Ruby Mason stated that we have a couple of month's to work on it so if we don't come up with anything else we will just modify the contract so we can pay a little more. Darrell stated that having Tim Timmer going out there once a month helps a lot. Ruby stated that it helps us find out what actually the issues are.

ADJOURNMENT

There being no further questions or comments the

meeting was adjourned at 1:55 p.m.

Respectfully Submitted,

Bobbie Wojtecki, Recording Secretary
**MID-COLUMBIA HOUSING AUTHORITY
COLUMBIA GORGE HOUSING AUTHORITY
PUBLIC HEARING – 2007 AGENCY PLAN
COMMODORE II
312 COURT STREET – 4th FLOOR MEETING ROOM
THE DALLES, OREGON 97058
Friday, March 23, 2007**

ATTENDANCE

Les Perkins (Hood River County): JoAnn Wittenberg (Hood River County): Scott McKay (Wasco County): Lorena Lowell (Wasco County): Gary Thompson (Sherman County): Darrell Smith (Resident Advisory Board): Teri Sanderson (Sherman County): Dave Sauter (Klickitat County): Jamie Tolfree (Skamania County): Ruby Mason (MCHA / CGHA): Bobbie Wojtecki (MCHA)

CALL TO ORDER

Public Hearing was called to order by Chairman Les Perkins at 12:13 p.m.

COMMENTS

Ruby Mason stated the purpose of the public hearing was to receive any comments on the PHA 1 Year Plan for 2007 and that we had received comments, which were received last evening, from Jennifer Stoller at

Oregon Legal Services a letter cosigned by Jennifer Stoller and Donna Langer from HAVEN addressed proposed changes in the Administrative Plan to incorporate VAWA. A copy of the letter is attached to and made part of these minutes.

Violence Against Women Act of 2005

Donna's letter commented on the changes that we made to incorporate the VAWA (Victims Against Domestic Violence Act).

"a victim tenant who allows a perpetrator to violate a court order relating to the act is subject to eviction." Ruby passed out, to those present, a copy of the proposed changes and a copy of the letter from Donna Langer, HAVEN.

The proposed administrative plan indicates there is no prohibition on the HAO terminating assistance if it can demonstrate an actual and imminent threat. We have a two step process that protects participants. We are required to consider all the facts prior to termination. First people have the right to review the circumstances surrounding their termination with someone in our office and if we do decide to go ahead and terminate them they have the right to appeal. We have a hearing officer other than someone in our office to conduct the hearing. Ruby stated that the proposed language adopted was from a model plan published by a national industry group. Ruby also stated that in Section 8 we're a third party because we aren't the owner of the rental property so typically it would be the owner that would have the right to evict and then we could also terminate

assistance or we could continue to assist the family in another unit. This just gives us the tools in an unusual situation; we are not going to arbitrarily terminate someone. After discussion the consensus of the Board was to leave in the language to “may: terminate” so that the Housing Authority continued to have tools to use in extreme situations when there is danger to other tenants or destruction to the unit or property.

Jennifer Stoller also requested to use the definition of Domestic Violence contained in Oregon Law. The definitions of dating violence and stalking were taken from the law and included in the administrative plan. Ruby Mason read from the hand – out of changes that “no applicant for the HCV (Housing Choice Voucher) program who has been a victim of domestic violence, dating violence, or stalking shall be denied admission into the program if they are otherwise qualified”. We took this from our National Association. We don’t screen for rental history in Section 8.

Ruby Mason stated that under the **Portability** provision in the admin plan we already have a provision for unusual circumstances so people can port. It doesn’t specifically state Victims of Domestic Violence but our language is flexible enough to allow them to port. Ruby stated that tenants have already been made **aware of the changes**. We have had **internal staff training** on the new law. We have in our plan at the present time a section on **Limited English Proficiency** and have completed the assessment. Most of the families that

have limited English in our program are Hispanic. We have notices in our lobby that state if you don't speak English we can help you and there are notices on the forms that if you need someone to help you in your own language we can do that. Under **Denial of Assistance** we will take out "will" and make it "may" deny assistance.

Ruby Mason stated that Jennifer Stoller had some additional comments concerning:

Participation of the Resident Advisory Board. Ruby stated that we did not get a lot of participation this year. We have continued to send out with our annual packets a solicitation that states "we would like you to become a part of our resident advisory board". They are told that they are paid for their travel expenses or a stipend which ever is greater and we usually have refreshments. For the five year plan in 2005 we did get a very good response and on the annual update there aren't a lot of significant changes that have occurred so we haven't had a lot of turnout. Ruby stated that Jennifer made some suggestions to try and get more participation. After discussion the Board directed Ms. Mason to try the suggestions such as holding meetings in different areas, and having an evening meeting, but due to budget constraints do not increase the monetary incentive. The Housing Authority already pays \$20 or mileage at 40 ½ cents /mile whichever is greater. **Payment Standards:** At the January 25th meeting Ruby indicated that our Payment Standards had been

lowered and as a result we haven't had full program utilization. Jennifer suggested that we consider increasing the Payment Standard. Ruby Mason recommended and the Board agreed to consider at the Board meeting that followed an increase in the Payment Standards to 100% of the FMR for all counties except Skamania County which is in the Portland Vancouver SMSA.

ADJOURNMENT

There being no further comments the Public Hearing was adjourned at 12:54 p.m.

Respectfully Submitted:

Attest:

Bobbie Wojtecki
Administrative Officer / Recording Secretary

Ruby Mason
Executive Director / Board Secretary