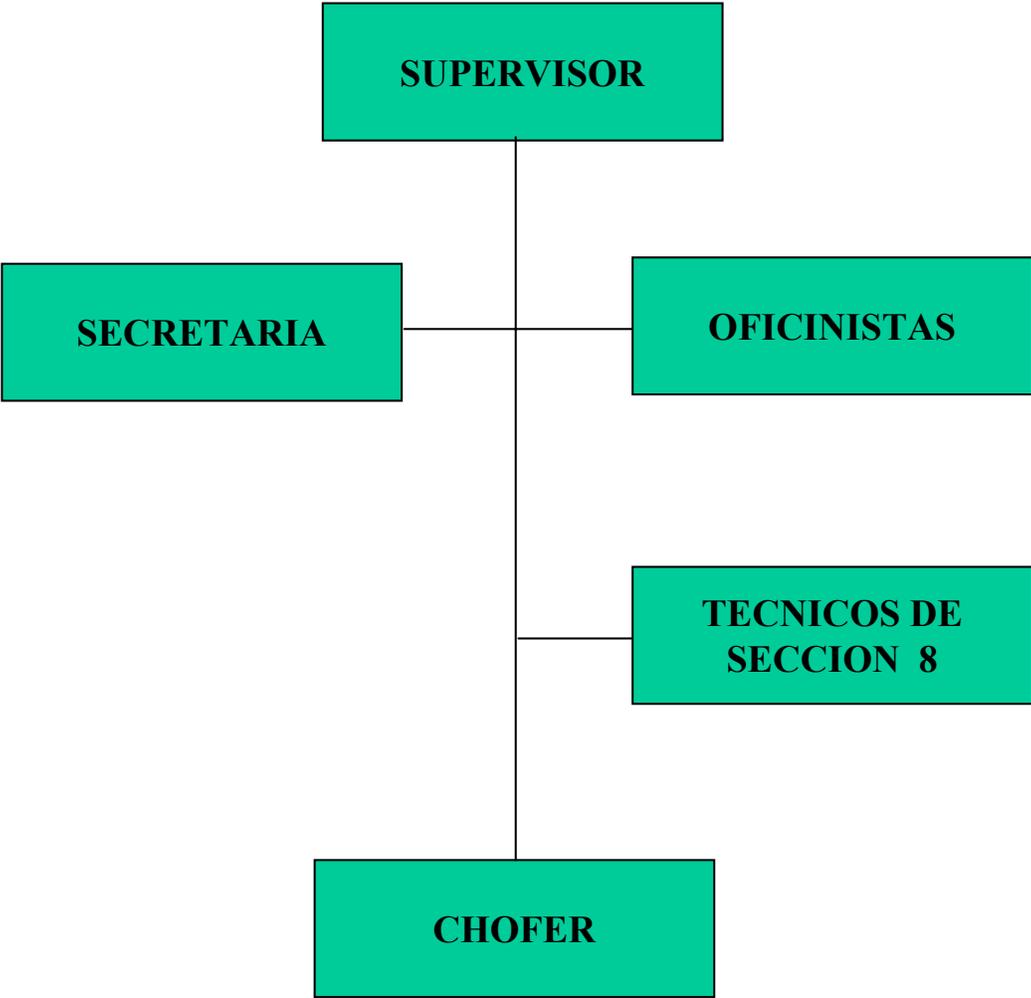


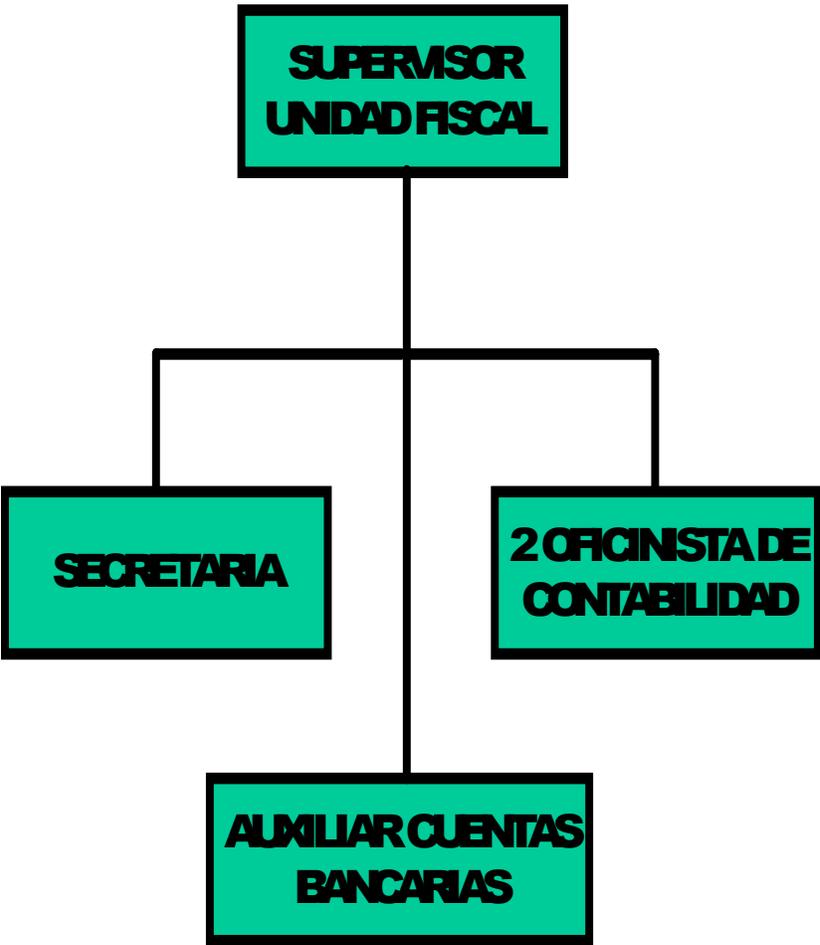
DEPARTMENT OF HOUSING AND FEDERAL PROGRAMS

SECTION 8 TECHNICAL AREA



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Attachment # 2

De-concentration and Income Mixing

Component 3, (6) De-concentration and Income Mixing

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

The Municipality of Mayaguez designated the Department of Housing and Federal Programs with the task of preparing, directing, coordinating and submitting the Section 8 Program Five Year Plan and Annual Plans.

As part of the preparation of these documents the Municipal Government evaluated the families that are on the Section 8 waiting list and revised the Consolidated Plan.

We found that among the most urgent needs in our Municipality are the shortage of affordable housing for the most eligible groups and a greater need for affordable housing among very low and low income families.

To work with these needs the Municipality made efforts to maximize the amount of affordable housing available to these families.

Strategies

Annually CDBG and HOME Program funds are allocated for the development of housing activities such as housing rehabilitation, homebuyer assistance, new construction and development of social interest housing. Beginning on fiscal year 2001-2002 the rental assistance activity was created with HOME funds(Tenant Based Rental Assistance - TBRA).

Administrative Area

Improvements in the Section 8 Program technical and administrative areas were achieved and more effective internal controls were implemented.

We have also worked with better training for Section 8 personnel, providing opportunities for professional development with assistance to seminars and workshops in the housing area; SEMAP indicators, Homeownership, Total Quality, Bank Reconciliations, Direct Deposit; all of the aforementioned has improved the manner in which the Department of Housing and Federal Programs is managed.

We have also worked with the actualization/revision of the waiting list of Section 8 applicants.

Many efforts have been made among the Section 8 employees to achieve a high occupation percentage with the vouchers assigned to the Municipality of Mayaguez.

Direct Deposit

The administrative personnel of the Section 8 Program concerned with improving the payments made to our participants has coordinated the establishment of the direct deposit payment system. This has been coordinated with the Municipal Finance Department.

We have created the awareness that the process of direct deposit is quicker, more efficient, and reliable, eliminates the possibility of the lost or theft of checks, the money is available immediately at the bank of the participants preference and the participant receives his or her payment even if they are not present the day that the payment is made.

For the next fiscal year we will make the necessary arrangements to begin rent payments to landlords and renters via the direct deposit payment system.

It is very important that the personnel of the Section 8 Program of the Municipality of Mayaguez provide a high quality service to every participant of the Section 8 Program, that is why in past years and during the next year we will continue to identify the areas that require improvement and work with these to achieve the goals and objectives set forth in the Actual Five Year Plan.

Important Accomplishments

With Section 8 Program Funds the Municipal Government of Mayaguez assisted 842 families (approximately) during fiscal year 2006-2007. Twenty one Portabilities were also administered and eleven families that reside outside the jurisdiction received housing assistance.

During fiscal year 2006-2007 the Municipality of Mayaguez received a Trouble evaluation at the SEMAP-Section 8 Management Assessment Program.

SEMAP was designed by HUD as a tool to measure the performance of PHA's administrating the housing choice voucher program and the family self-sufficiency (FSS) component of the voucher program. SEMAP includes 14 performance indicators and one bonus indicator.

Each indicator is assigned a numerical value, based upon PHA performance. HUD independently assesses and verifies each PHA's performance using data submitted electronically through HUD's Multifamily Tenant Characteristics System (MTCS) using the Family Report, form HUD-50058 and other available information.

Once all indicators have been scored, the overall score is determined by summing all earned points and dividing by the total possible points.

The Municipality of Mayaguez obtained a score of 52 % .

Five Year Plan

We have worked to achieve the goals established in the Five Year Plan and thus improve the quality of assisted housing.

We will continue working to improve the satisfaction of our clients.

In relation to the goal of increasing assisted housing opportunities, we have pending various cases at the Homeownership Program; participants that are interested in housing acquisition.

We are also working with the implementation of the FSS Program. In the process we have received technical assistance from other municipalities that have implemented the program.

Consolidated Plan

We participated in the Consolidated Plan development process to ensure coordination with broader community strategies.

All the goals achieved are aimed at carrying out the Municipality's mission and goals established in the Five Year Plan. Provide better housing assistance to families in need while at the same time providing services that would help to improve the quality of life and the environment in which these families reside.

The Municipality of Mayaguez has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan; has participated in any consultation process organized and offered by the Consolidated Plan Agency in the development of the Consolidated Plan and has consulted with the Consolidated Plan Agency during the development of this PHA Annual Plan.

Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan; provide housing assistance to very low and low income families in Mayaguez with supportive services.

The Consolidated Plan of the Municipality of Mayaguez supports the PHA Annual Plan with the following actions and comments:

The coordinated strategy described in the Consolidated Plan was developed to achieve the following goals mainly for very low, low and moderate income families:

- *provide decent housing *create appropriate environments
- *expand economic opportunities

The goals established in the Consolidated Plan are practically the same as the goals established in the Section 8 Five Year Plan. We will combine the resources of the different local, state and federal programs to achieve the goal of the PHA and serve the families in need within the jurisdiction.

Attachment # 5 Public Notice

Attachment # 6 Public Hearing Assistance Sheets

Date : March 27, 2007
Time : 6:00 p.m.
**Location: “Palacio de Recreación y Deportes”
Municipality of Mayaguez**

Attachment # 7

RAB Recommendations and PHA Response
Comments Received

The members of the RAB participated in the discussion/revision of the Section 8 Annual Plan for fiscal year 2007-2008.

All were receptive to the measures that are in the process of being implemented as a result of the reduction of program funds.

They were willing to cooperate and transmit the message to other participants of the Section 8 Program currently administered by the Municipality of Mayaguez.

Many of the members of the Board indicated that they knew of the existing situation in Section 8 because the Technicians had shared information with them about the program's current situation. They were also familiar with the problems facing all the federal programs via the newspapers.

Some members requested information about the Homeownership Program and they were advised in that respect.

We discussed the contents of the Draft of the Proposed Annual Plan.

They accepted the propositions contained in the document, including the increase from \$25.00 to \$50.00 of the PHA minimum rent. They indicated that an increase in the portion of the rent that they paid was preferable to being without a dwelling.

Again they mentioned the interest that many Section 8 participants have concerning the opportunity to acquire a home.

We informed them about the different alternatives: Homeownership Program; HOME Homebuyer Assistance and other programs like "La Llave de tu Hogar" of the State Department of Housing and Rural Development; among other alternatives.

During fiscal year 2007- 2008 community service activities will be initiated by the Municipality of Mayaguez as PHA.

Through the development and implementation of a well coordinated plan, we aim to combat many problems of poverty and dependency using strategies that will focus on work preparation and personal values development.

Public and private community agencies will be approach and encourage to participate with the Municipality in those challenging and rewarding activities.

The following is a brief description of how the Municipality will comply with the community service requirements :

1. The initial activities that address the implementation of the community service requirements will be coordinated by the Director of the Department of Housing and Federal programs of the Municipality.

2.A Community Service Coordinator will be designated that will supervise and structure the related programmatic activities under the overall supervision of the Director.

3. A Community Service Committee will be formed that will be integrated by representatives of public and private organizations. This committee will have different functions and among these will be to determine which family members are subject to or exempt from the service requirements. It will complete the process for determining any changes to exempt or non-exempt status of family members.

4. Once is determined which family members are subject to the service requirements, the Program Coordinator will give the family a written description of the service requirement and of the process for claiming status as an exempt person and for the Municipality's verification of such status.

5. The Coordinator will notify the family of its determination by identifying the family members who are subject to the service requirement and the family members who are exempt persons.

6. The Coordinator will review family compliance with service requirements and will verify such compliance annually; thirty days before the end of twelve month lease term.

7. The Coordinator will retain all documentation of service requirement performance or exemption in participant files.

The Municipality of Mayaguez will comply with non-discrimination and equal opportunity requirements.

To comply with the Public Housing Agency Organization: Required Resident Membership on Board of Directors or Similar Governing Body Final Regulation; October 21, 1999, the Municipality of Mayaguez will complete the process of selecting a resident to the Governing Board (If it is applicable to the Municipality of Mayaguez as administrator of the Section 8 Program).

Description of Resident Election Process:

1. Nomination of Candidates

- a. Candidates will be nominated by resident and assisted family organizations.
- b. Candidates will be nominated by any adult recipient of Section 8 Tenant-Based assistance.
- c. Self-nomination candidates registered with the Municipality.

2. Eligible Candidates

Any adult recipient of Section 8 Tenant-based Assistance Program.

3. Eligible Voters

- a. All adult recipient of Section 8 Tenant-based Assistance Program.
- b. Representatives of all Municipality of Mayaguez residents and assisted family organizations.

4. Section 8 participants will be notified of the nomination date; voting and final selection of the Resident to the Municipality Governing Board.

5. The Mayor of the Municipality will inform of the designation to the Governing Board.

Currently there is no Governing Board.

The Municipality of Mayaguez as administrator of the Section 8 Program completed the procedure to designate a RAB in accordance with Section 511 of the United States Housing Act and regulations found at 24CFR Part 903.

These had an effective participation and represent the assisted families under the Section 8 Program and in the process of preparation, implementation and evaluation of the Annual Plans.

The RAB participated in the revision of the Annual Plan for fiscal year 2007-2008.

A notice was prepared and published in a newspaper with wide circulation to notify about the availability of the Plan and to extend an invitation to a Public Hearing.

Each participant had the opportunity to revise and submit comments about the Annual Plan because it had already been available for revision and comments by the citizens for a period of 45 days.

Attachment #11 List of Supporting Documents to the PHA Plan

1. Municipality of Mayaguez Section 8 Administrative Plan
2. Copy of the most recent Section 8 Program Single Audit Report
3. Fair Housing Documentation/Analysis of Impediments
4. Consolidated Plan for Housing and Community Development-Fiscal Years 2005-2006 to 2009-2010 Municipality of Mayaguez
5. 24 CFR Parts 903; 982

Attachment # 12 Municipality of Mayaguez Criteria: substantial deviation/significant amendment or modification Five Year Plan / Annual Plans

The Municipal Administration of Mayaguez has proposed to determine a substantial deviation from its Five Year Plan if two or more of the established goals changed due to some circumstance, situations occurring while the Plan is in effect.

We will determine a significant amendment or modification to its Five Year Plan or Annual Plan if there is a drastic change in the agency's basic policies, rules and/or requirements in the operation of the program, other programs that are being developed under Section 8 and/ or the services that are provided to participants.

The plans will also be amended if financial resources are changed 1/3 or more of the amount to be received in a specific year; all this in conformity with 24 CFR Part 903.

MUNICIPALITY OF MAYAGUEZ

ANNUAL PLAN FISCAL YEAR 2007-2008

Attachment # 13 AMENDMENT

1. DOMESTIC VIOLENCE, SEXUAL AND ABUSE CRIMES AGAINST WOMEN AND CHILDREN

The Municipality of Mayaguez in compliance with Public Law 109-162 Violence Against Women Act, Puerto Rico Public Law Public Law 54, Public Law 22, will provide and assist these families in need of help by all means possible, we will help with housing and refer them to all agencies prepared to handle these matters so that they can receive all the help necessary.

We will not allow into our program any person that has been charged for the action mentioned above in and out of our jurisdiction and in compliance with Puerto Rico Public Law 266. Art 5, Art 7 and the 24 CFR 982.553 regulations we will deny any participation of such persons in our program.

While awaiting new guidelines from the Department of Housing and Urban Development for implementing VAWA, the Municipality of Mayaguez (RQ-009), has adopted the following goals and objective, for Domestic Policy:

1. The VAWA applies to the Housing Choice Voucher Program.
2. The applicant/tenant/victim will be treated with respect and dignity.
3. The Municipality of Mayaguez will notify voucher holders of their right under VAWA including the possible portability of voucher between jurisdictions to escape an imminent threat of further domestic violence or stalking.
4. VAWA will be incorporated into the landlord and tenant orientation process.
5. Necessary conforming amendment to HCVP rules, regulations and paperwork will be further addressed after receipt of guidelines from HUD.

2. PROHIBITION OF SEX OFFENDERS

The Municipality of Mayaguez will deny admissions if any member of the household is subject to a lifetime registration requirement under a State Sex Offender Registration

Program. Sex offenders, not subject to lifetime registration, will be denied assistance for the entire period they are subject to registration as sex offenders.

The PHA might refer identified people as sex offenders to some agencies for help.

List of Attachments

Attachment # 1	Section 8 Program Organizational Chart
Attachment # 2	De-concentration and Income Mixing
Attachment # 3	Progress in Meeting - Five Year Plan Mission and Goals
Attachment # 4	Municipality's Statement of Consistency with the Consolidated Plan
Attachment # 5	Public Notice
Attachment # 6	Public Hearing Assistance Sheets
Attachment # 7	RAB Recommendations and PHA Response Comments Received
Attachment # 8	Description of the Municipality of Mayaguez Implementation of Community Service Requirements
Attachment # 9	Resident Membership of the Municipality of Mayaguez Governing Board
Attachment # 10	Membership of the Resident Advisory Board
Attachment # 11	List of Supporting Documents to the PHA Plan
Attachment # 12	Municipality of Mayaguez Criteria: substantial deviation/ significant amendment or modification Five Year Plan & Annual Plan
Attachment #13	Amendment
Attachment#14	List of Attachments