

# **PHA Plans**

## **Streamlined Annual Version**

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

OMB No. 2577-0226  
(exp. 08/31/2009)

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief for certain types of PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

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# **Streamlined Annual PHA Plan**

## **for Fiscal Year: 2007-2008**

### **PHA Name: Municipality of Arecibo**

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

## Streamlined Annual PHA Plan Agency Identification

**PHA Name:** Municipality of Arecibo

**PHA Number:** RQ020

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

**PHA Programs Administered:**

**Public Housing and Section 8**

Number of public housing units:  
 Number of S8 units:

**Section 8 Only**

Number of S8 units:

**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:				

**PHA Plan Contact Information:**

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 TDD:

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Email (if available): vivisec8@isla.net

**Public Access to Information**

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

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

**Display Locations For PHA Plans and Supporting Documents**

The PHA Plan revised policies or program changes (including attachments) are available for public review and inspection.     Yes     No.

If yes, select all that apply:

- Main administrative office of the PHA
- PHA development management offices
- Main administrative office of the local, county or 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 Annual PHA Plan for Fiscal Year 2007-2008

[24 CFR Part 903.12(c)]

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[24 CFR 903.7(r)]

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#### A. PHA PLAN COMPONENTS

- 1. Site-Based Waiting List Policies  
**903.7(b)(2) Policies on Eligibility, Selection, and Admissions**
- 2. Capital Improvement Needs  
**903.7(g) Statement of Capital Improvements Needed**
- 3. Section 8(y) Homeownership  
**903.7(k)(1)(i) Statement of Homeownership Programs**
- 4. Project-Based Voucher Programs
- 5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan.
- 6. Supporting Documents Available for Review
- 7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- 8. Capital Fund Program 5-Year Action Plan

#### B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

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

For PHAs Applying for Formula Capital Fund Program (CFP) Grants:

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

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

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

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

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

Exemptions: Section 8 only PHAs are not required to complete this component.

**A. 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 B.

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:

**B. 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 next component.

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)

## **2. Capital Improvement Needs**

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

Exemptions: Section 8 only PHAs are not required to complete this component.

### **A. Capital Fund Program**

1.  Yes  No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables). If no, skip to B.
2.  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: 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.  Yes  No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to #3; if yes, provide responses to the items on the chart located on the next page, copying and completing as many times as necessary).
2. Status of HOPE VI revitalization grant(s):

<b>HOPE VI Revitalization Grant Status</b>	
a. Development Name:	
b. Development Number:	
c. Status of Grant:	
	<input type="checkbox"/> Revitalization Plan under development
	<input type="checkbox"/> Revitalization Plan submitted, pending approval
	<input type="checkbox"/> Revitalization Plan approved
	<input type="checkbox"/> Activities pursuant to an approved Revitalization Plan underway

3.  Yes  No: Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year?  
If yes, list development name(s) below:

4.  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:

5.  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:

**3. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program**  
(if applicable) [24 CFR Part 903.12(c), 903.7(k)(1)(i)]

1.  Yes  No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to the next component; if "yes", complete each program description below (copy and complete questions for each program identified.)

2. Program Description:

a. Size of Program

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

If the answer to the question above was yes, what is the maximum number of participants this fiscal year? 25 or fewer participants

b. PHA-established eligibility criteria

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

- c. What actions will the PHA undertake to implement the program this year (list)?
- i The Municipality will work with banking/financial institutions and non-profit organizations that have indicated interest in working with the program and that offer loan products and other concessions that further the affordability of mortgages for program participants, including housing counseling.
  - ii Section 8 participants will be eligible for subsidy funds providing monthly mortgage payments or down payment and closing cost assistance complemented with funds from La Llave para tu Hogar, the State HOME Program, the Affordable Housing Program from the Federal Home Loan Bank of New York and any private corporation and foundation which pursue affordable housing.
  - iii The Municipality will assist and coordinate the pre-purchase counseling and educational support and any proactive efforts on behalf of the homeowners so as to provide a safety net against defaults.

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

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

- Establishing a minimum homeowner 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.
- Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):
- Demonstrating that it has other relevant experience (list experience below):

#### **4. Use of the Project-Based Voucher Program**

##### **Intent to Use Project-Based Assistance**

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

1.  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:)

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

## **5. 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) only if the PHA has provided a certification listing program or policy changes from its last Annual Plan submission.

1. Consolidated Plan jurisdiction: Municipality of Arecibo
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
  - The PHA has based its statement of needs of families on its waiting lists on the needs expressed in the Consolidated Plan/s.
  - The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
  - The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
  - Other: (list below)
3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The PHA plan will provide rental and mortgage assistance payments to very low income families in order to allow them to rent or make the mortgage payments of an adequate and affordable housing, increasing their economic opportunities to become self sufficient in a suitable living environment free from discrimination.

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

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	<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>	5 Year and Annual Plans
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan</i>	Streamlined Annual Plans
X	<i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>	5 Year and standard Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA’s public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
	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
X	Deconcentration Income Analysis	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
X	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
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any policies governing any Section 8 special housing types <input type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
	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
X	Policies governing any Section 8 Homeownership program (Chapter XXIII 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
	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
X	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.	Annual Plan: Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
	Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> : Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations

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

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:
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )					
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
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				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				





**8. Capital Fund Program Five-Year Action Plan**

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





## **Attachments**

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

### **Exhibit I – Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

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

The 2007 Annual Plan is the third element of the current 5-year plan for fiscal years 2005-2009. The plan follows in principle the same format as the 2006 plan with no mayor change in its organic structure. Nevertheless, the data on the housing needs correspond to the figures published in the 2000 CHAS, which was affected by the last Census of Housing and Population (2000).

It is noted that the overall number of renters in Arecibo, equal or below 80% of the Area Median Income (AMI) diminished from 6,775 to 5,047 for a 25.5% decline. The exception was made in the income bracket higher than 50% but equal or less than 80% of the AMI. This income bracket increased from 884 to 1,366 renters for a 54.5% increase. Another category that showed an increasing rate was the elderly with an increase from 293 in 1990 to 515 in 2000 for a 75.8%.

These statistics demonstrates that the number of elderly with any kind of housing problems is increasing, so the income group of tenants above the 50% AMI for Arecibo, that could have a good opportunity to become homeowners through the Section 8 Homeownership Program.

Several initiatives have been taken during the 2006 fiscal year that improved the service delivered to our tenants. These initiatives will continue as standard policies for the 2007 plan, as they are mentioned below:

1. Improvement in the SEMAP rating achieving a 69%, taking the Municipality out of the Troubled status. The Municipality is working in order to achieve a 90% rating for FYE 07.
2. To maintain the contract authority of 793 units authorized by the ACC in the may-july HUD budget revision.
3. Revision of the Family Self Sufficiency and Homeownership Administrative Plans.
4. To continue increasing homeownership opportunities providing the down payment option with the HOME funds and monthly mortgage assistance to prospective Section 8 tenants as first time homebuyers.
5. To promote the closing of 5 homebuyer's new cases.
6. To increase the number of landlords participating in the rental assistance program.
8. To implement the sixth revision of the utilities schedule.
9. To continue the revision of the administrative plan.
10. To establish the policies and procedures manual for the Program.

**Exhibit 2 – Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

**Municipality of Arecibo  
 2000 CHAS Data Book**

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
<b>Family Type</b>	<b>Overall</b>	<b>Afford-ability</b>	<b>Supply</b>	<b>Quality</b>	<b>Access-ibility</b>	<b>Size</b>	<b>Loca-tion</b>
Income <= 30% of AMI	2,578	5	5	5	5	5	5
Income >30% but <=50% of AMI	1,103	4	4	4	4	4	4
Income >50% but <80% of AMI	1,366	3	3	3	3	3	3
Elderly	515	5	5	5	5	5	5
Families with Disabilities	N / A	N / A	N / A	N / A	N / A	N / A	N / A
Race/Ethnicity	N / A	N / A	N / A	N / A	N / A	N / A	N / A

### **Exhibit III – Deconcentration Policy**

The 1998 Quality Housing and Work Responsibility Act (QHWRA) requires Public Housing Agencies to submit with their annual public housing agency plans an admissions policy designed to provide for deconcentration of poverty and income mixing at assisted housing neighbourhoods.

There is a need to take steps to achieve deconcentration. In order to accomplish this policy higher income tenants will be brought into lower income assisted housing neighbourhoods and bringing lower income tenants into higher income assisted housing neighbourhoods.

Federal regulations require that public housing agencies determine, and compare the relative tenant incomes of each neighbourhoods occupied predominantly by families with children, and based on that determination, the Housing Agency will decide if higher income tenants must be brought into lower income neighbourhoods and lower income tenants must be brought into higher income neighbourhoods to achieve deconcentration of poverty and income mixing.

The Housing Department of the Municipality of Arecibo (HDMA) has determined and compared tenant incomes since QHWRA was adopted to insure mixed incomes are represented in assisted housing.

In December 2000 HUD published a final rule on deconcentration, which establishes an income range of 85 percent to 115 percent (inclusive of 85 percent and 115 percent) of the HDA-wide average income for all neighbourhoods as the range that each community must be within to achieve deconcentration and income mixing.

HDA has adopted a Deconcentration Policy within the context of the Admissions and Continued Occupancy Policy for Low Rent Public Housing that implements the December 2000 final rule on Deconcentration.

On a continuing basis average income will be monitored to ensure assisted housing neighbourhoods are within the established range, and if, based on the analysis, information shows family incomes are inconsistent with the standards set for achieving deconcentration and income mixing, names on the waiting list for assisted housing will be chosen to achieve those standards, skipping names if necessary.

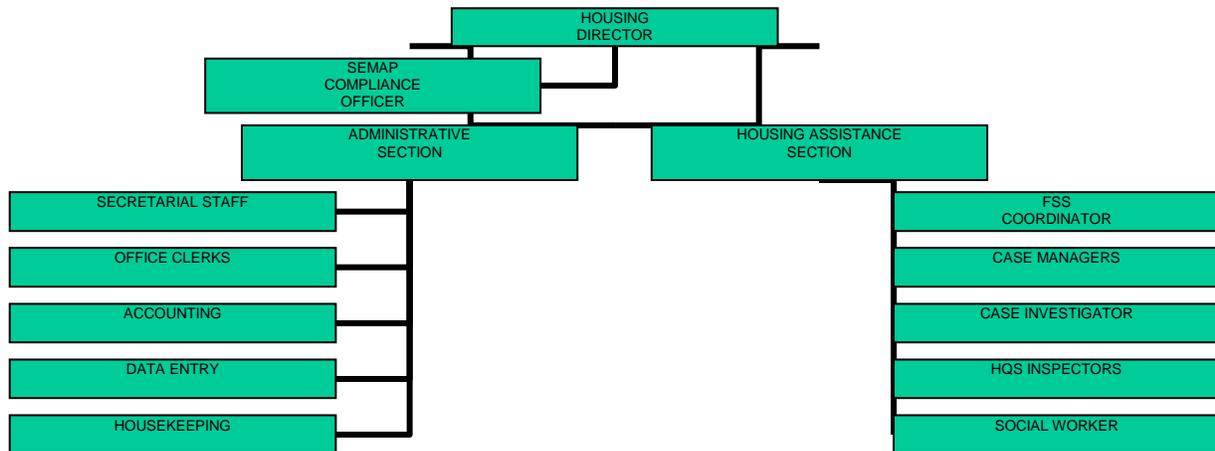
The Deconcentration Policy contained in the Admissions and Continued Occupancy Policy is in compliance with HUD's Deconcentration Policy; and whenever the average income of an assisted housing community is beyond the range of 85% to 115%, new admissions will be targeted to families with incomes that will bring the neighbourhood into compliance with the target income range.

**INCOME INFORMATION BY BARRIOS  
 MARCH 31, 2003**

BARRIO	AVE. % OF MEDIAN INCOME	AVERAGE INCOME
Arecibo Pueblo	28.38%	\$3,546
Arenalejos	32.19%	4,022
Arrozal	116.87%	14,604
Domingo Ruiz	35.39%	4,422
Dominguito	28.91%	3,613
Esperanza	31.01%	3,875
Factor	28.54%	3,566
Garrochales	37.61%	4,700
Hato Abajo	31.20%	3,899
Hato Arriba	29.16%	3,644
Hato Viejo	44.00%	5,498
Islote	30.00%	3,749
Miraflores	35.88%	4,483
Río Arriba	23.10%	2,887
Sabana Hoyos	33.16%	4,144
Santana	28.75%	3,592
Tanamá	35.58%	4,446
Municipality	30.79%	3,847
	85.00%	\$3,270
	115.00%	\$4,424

## **Exhibit IV – Arecibo’s Housing Department Organizational Chart**

### **Municipality of Arecibo Housing Department Organizational Chart**



Mr. Raymond Guzmán is the Director of the Municipality of Arecibo Housing Department. He is appointed by the Mayor of Arecibo and her appointment is ratified by the Municipal Legislature. As a political appointee, Mr. Guzmán personally responds to the Mayor of Arecibo.

The Housing Department is organized in three operating sections, under the direction of the Housing Director. The sections are: the SEMAP Compliance Section, the Administrative Section and the Housing Assistance Section.

The SEMAP Compliance Officer is also Mr. Raymond Guzmán.

The Family Self-sufficiency branch is lead by Ms. Abigail Maldonado, who responds to the Housing Director.

Under the Program Supervisor are three case managers (Waleska Colón, Johanna Homs and Gloria M. Andújar), one case investigator (Abigail Maldonado), one social worker (Rosemary Hernández), and three HQS inspectors (Saúl Vélez, Luis Ocaña and Carlos Bordoy). These personnel are responsible for the daily operation of the programmatic area of the Housing Choice Voucher Program.

The Administrative Section is operated with a staff of three secretaries (Emma Vélez, Erica Martínez and Hilda de Arce), three office clerks (Luis Rosa, María I. Arce and Liza López), two accounting officers (Juan H. Cruz, Alicia Velázquez and Carlos Quintana), one data entry (Yesenia Torres) and one housekeeper (Aida Rivas). These personnel are responsible for the daily support to the operation of the Housing Choice Voucher Program.

## **Exhibit V – Prohibition of Sex Offenders Statement**

The Municipality of Arecibo has established standards that prohibit admission to the program if any member of the household is subject to a lifetime registration under a State sex offender registration program (24 CFR 982.553 (2)). The Municipality of Arecibo (RQ020) will screen the family by performing a criminal history background check necessary to determine whether any household member is subject to a lifetime sex offender registration requirement in the State where the dwelling unit is located and in other States where the household members are known to have resided. The screening is to be carried-out through the Puerto Rico Police Department, which issues a Certificate of Conduct.

The Municipality of Arecibo will deny admission 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.

## **Exhibit VI – Domestic Violence Statement**

The Violence against Women Act (VAWA), Public Law 109-162 was signed into law on January 5, 2006. Section 603 of the law amends Section 5A of the U.S. Housing Act (42 U.S.C. 1437c-1) to require PHAs' five-year and annual PHA Plans to contain a Domestic Violence Policy Statement regarding any goals, activities, objectives, policies, or programs of the PHA that are intended to support or assist victims of domestic violence, dating violence, sexual assault, or stalking. Sections 606 and Section 607 amend the Section 8 and public housing sections of the U.S. Housing Act (42 U.S.C. 1437f and 1437d) to protect certain victims of criminal domestic violence, dating violence, sexual assault, or stalking – as well as members of the victims' immediate families – from losing their HUD-assisted housing as a consequence of the abuse of which they were the victim. While awaiting new guidelines from the Department of Housing and Urban Development for implementing VAWA the Municipality of Arecibo (RQ020) has adopted the following goals and objectives, for Domestic Violence Policy:

- ❑ The VAWA applies to the Housing Choice Voucher Program.
- ❑ The applicant/tenant/victim will be treated with respect and dignity.
- ❑ The Municipality of Arecibo will notify Housing Choice Voucher owners and managers of VAWA.
- ❑ The Municipality of Arecibo will notify voucher holders of their rights under VAWA including the possible portability of vouchers between jurisdictions to escape an imminent threat of further domestic violence or stalking.
- ❑ VAWA will be incorporated into the landlord and tenant orientation process.
- ❑ Necessary conforming amendments to Housing Choice Voucher Program rules, regulations and paperwork will be further addressed after receipt of guidelines from the Department of Housing and Urban Development (HUD).

## **Exhibit VII – Statement of Progress**

As required in Notice PIH 2000-43 the Municipality of Arecibo is submitting the following statement of progress to meet the 5-year plan. During the 2005 fiscal year, the municipality made progress toward accomplishing the PHA mission, HUD strategic goals and the PHA goals. Highlights of achievements are described as follows.

**PHA Mission:** To provide rental and mortgage assistance payments to very low income families in order to allow them to rent or make the mortgage payments of an adequate and affordable housing, increasing their economic opportunities to become self sufficient in a suitable living environment free from discrimination.

**Accomplishments:** The mission has been accomplished carrying out the policies adopted by the PHA, specifically deconcentrating the tenants throughout the municipality, including 19 tenants with portability vouchers and using the 100% payment standard to motivate landlords of higher income neighborhoods to accept program participants.

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

**Accomplishments:** In order to expand the supply of assisted housing, the municipality will apply for additional rental vouchers as soon the corresponding NOFAs are available. No NOFAs has been available for the past three years.

In order to improve the quality of assisted housing the municipality will pursue to improve the voucher management increasing the SEMAP score to 90% and to increase customer satisfaction. A customer satisfaction survey will be conducted by the 3<sup>rd</sup> quarter of each fiscal year.

To increase assisted housing choices the municipality will provide voucher mobility counseling, conducting outreach efforts to potential voucher landlords and to continue the implementation of the voucher homeownership program in coordination with the HOME Program.

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

**Accomplishments:** In order to provide an improved living environment the municipality implements several measures to deconcentrate poverty by bringing higher income tenants into lower income neighborhoods and to implement measures to promote income mixing assuring access for lower income families into higher income neighborhoods.

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

individuals.

**Accomplishments:** In Arecibo we have the Family Self Sufficiency Program, in order to promote its sufficiency and development of assisted households.

There are six of them enrolled in Academic or Vocational course.

Four participants get fulltime employment. Two of them are searching for a housing unit in accordance to the requirements of the HOME Program. (Programa HOME).

Housing counseling has been provided to tenants interested in participating in the Homeownership Program.

Five of the fifteen F.S.S participants are unemployment, but still searching to get a full time employment.

Actually Escrow Account saved for the family self participants the amount of \$16,027.63.

**HUD Strategic Goal:** Ensure equal opportunity in housing for all Americans.

**Accomplishments:** Equal opportunity and affirmatively further fair housing is the commitment of the Municipality to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability. To 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. And to undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.

To this date no complaints of fair housing violations has been filed at the municipality Fair Housing Officer.

## **Exhibit VIII – Membership of the 2007 Resident Advisory Board**

### Current Members:

Hilda Nieves Valentín  
Calle Bandera Buzón 952  
Factor I  
Arecibo PR 00612

Ángel Ramírez Vázquez  
Calle Ana Len de Susoni 13 Altos  
Arecibo PR 00612

Christian Correa Ramírez  
Parc. Navas C/D-80  
Hato Arriba  
Arecibo PR 00612

Ismael Pantojas Adames  
PMB 117  
PO Box 144200  
Arecibo PR 00614

Kennayra Soto Serrano  
Urb. Regional C/3 # D-8  
Arecibo PR 00612

Sugin Cruz Feliciano  
HC 02 Box 8188  
Bajadero PR 00616

William Crespo Serrano  
PO Box 2206  
Arecibo PR 00613

## **Exhibit IX– Comments of the Resident Advisory Board**

The Resident Advisory Board, presided by Hilda Nieves Valentín was called on March 13, 2007, to hear and to comment on the 2007-2008 PHA Annual Plan for the Municipality of Arecibo. The Board without any reservation approved the Plan.