

PHA Plans

Streamlined Annual Version

**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 for certain types of PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

Streamlined Annual PHA Plan for Fiscal Year: 2007-2008

PHA Name: Municipality of Cabo Rojo (RQ061)

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 Cabo Rojo

PHA Number: RQ061

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: 107

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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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
Fiscal Year 2007-2008
 [24 CFR Part 903.12(c)]

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[24 CFR 903.7(r)]

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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-LLL a, Disclosure of Lobbying Activities.

i. Executive Summary

The Municipality of Cabo Rojo has developed its Annual Plan 2007-2008 as part of the comprehensive planning process to address all aspects of its operation. This plan provides a statement of housing needs, a statement of financial resources, policies that govern eligibility, selection and admission, rent determination policies and a statement of the PHA's operation and management.

In addition, it includes the Homeownership Program option to be administered by the PHA. One of the major objectives of the Municipality of Cabo Rojo is to create maximum opportunities to both low and very low income families to become first-time homeowners and will attempt the necessary procedures to promote the homeownership option within its Housing Program.

This plan provides a statement of the PHA's progress against the goals and objectives established in the 5-Year Plan for the period 2005-2009. The Municipality continues to evaluate the goals and strategies that have been established so that it can better meet the demand of housing.

Also, this plan includes the policies concerning the functions for which the PHA has the discretion to establish the procedure of the program and strategies to meet local housing needs.

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):

HOPE VI Revitalization Grant Status	
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? 20%

The total family will be serve through this program will be limited to 20%, as established on 24 CFR Parts 5, 903 and 982.

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:

The Municipality of Cabo Rojo has established the following eligibility criteria for participation in its Section 8 Homeownership Program (Ref. Section 8 Housing Choice voucher Homeownership Program, June 2006 Revision, pages 3-5).

A. Eligibility Requirements (24 CFR 982.627)

The family must meet all the requirements listed below before the commencement of homeownership assistance:

- 1- The family must be eligible for the Housing Choice Voucher Program. [24 CFR 982.627 (a)].**
- 2- The family must be in "good standing".**

The PHA defines a family participant to be in "good standing" as:

- a. Having no outstanding debts to the Municipality of Cabo Rojo or any other Housing Authority.**
 - b. Having no outstanding debts with any municipality and/or any government institutions.**
- 3- The family must qualify as a FTH, or may be a cooperative member as defined by HUD. [24 CFR 982.627 (a)].**
 - 4- The head of household, spouse or adult family member must meet the federal minimum income requirement. Whereby, they must have a gross annual income equal to the federal minimum wage multiplied by 2000, based on the income of adult family members who will own the home. Unless the family is elderly or disabled, income from welfare assistance will not be counted toward this requirement. [24 CFR 982.627 (c)].**
 - 5- As previously stated, the family must meet the federal minimum employment, which is defined as follows:**
 - a- Except in the case of elderly and disabled families one or more adults in the family who will own the home must be currently employed full time and must have been**

continuously employed for one year prior to homeownership assistance. The Municipality of Cabo Rojo (PHA) will also consider whether and to what extent an employment interruption is considered permissible, satisfying, employment requirement. Interruptions of less than 60 days will count as continuous employment during the year. The Municipality of Cabo Rojo will also consider successive employments during the one-year period and self-employment a business. [24 CFR 982.627 (d)].

b- HUD regulations define “full-time employment” as not less than an average of 30 hours per week. [24 CFR 982.627 (d)(2)(i)].

c- The federal minimum employment requirement does not apply to elderly or disabled families. [24 CFR 982.627 (d)(3)].

6- Any family member who has previously defaulted on a mortgage obtained through homeownership program option and/or any other federal subsidized mortgage program is barred from receiving future homeownership assistance. [24CFR 982.627 (e)].

7- Must attend and satisfactorily successfully complete a minimum of 10 hours of the PHA’s pre-assistance homeownership and housing counseling program the maximum will be a case by case in accordance to the families needs. [24 CFR 982.982.630 (a)].

8- Must complete the pre-qualification process with the identified entity. [24 CFR 982.627 (c) (3) & 24 CFR 982.632].

9- Applicants for and new participants in the Section 8 HCVP shall be ineligible for participation in the Section 8 Homeownership Program until completion of an initial Section 8 lease term and the participant’s first annual recertification in the Section 8 HCVP. Nothing in this provision will preclude Section 8 participants that have completed an initial lease term in another jurisdiction from participating in the Section 8 Homeownership Program.

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

- (1) Promote the Homeownership Program among participating families.**
- (2) Outreach the preliminary eligible of participating families in order to market the program.**

- (3) The PHA will contact some of the housing counseling services to help educate more families about the financial responsibilities of homeownership. These programs will help go step by step through the home buying process.**
- (4) The PHA will coordinate several meetings with local institutions (“private and governmental”) that can help us offer the best alternatives on the home buying process to participating families.**

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: (provide name here)

Autonomous Municipal Government of Cabo Rojo

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- The PHA has based its statement of needs of families on its waiting lists on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

The PHA will undertake activities that are consistent with the following activities included in the Consolidated Plan (2004-2009) in order to encourage public housing residents to become more involved in the management of the housing programs and participate in homeownership:

- a. **Promote self-sufficiency and asset development of assisted households providing or attracting supportive services to improve assistance recipients' employability.**
 - b. **Encourage the public housing communities to participate in the preliminary assessment of the nature and extend of impediments to fair housing in public housing initiatives and make suggestions about what they consider that can be done to address those impediments.**
 - c. **Make alliances with public and private organizations to provide supportive educational services to tenants.**
- Other: (list below)

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

The Consolidated Plan (2004-09) of the Autonomous Municipal Government of Cabo Rojo supports the PHA Annual Plan with the following:

- a. Implement homeownership program. The municipality aims to promote the development of local strategies to coordinate the use of public housing assistance and housing assistance under the Section 8 rental voucher programs with public and private resources, to enable families eligible to receive assistance under these programs to achieve economic independence and self sufficiency. The objective is to reduce the dependency of low-income families on welfare assistance and on Section 8, public or any Federal, State, or local rent or homeownership subsidies.**
- b. Promote self-sufficiency and asset development of assisted households providing or attracting supportive services to improve assistance recipients' employability. Make alliances with public and private organizations to provide supportive educational services to tenants. Low-income families will be provided opportunities for educational, job training, counseling, and other forms of social service assistance, while living in assisted housing, so that they may obtain the education, employment, and business and social skills necessary to achieve self sufficiency.**
- c. Maintain or increase Section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration.**
- d. Increase assisted housing providing voucher mobility counseling and explaining to tenants the portability concept at the initial evaluation meeting.**
- e. Improve the quality of assisted housing through the increase of customer satisfaction enforcing housing quality standards.**

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

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	<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
	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
	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
	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X		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
	Public housing grievance procedures <input 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 (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
	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
	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				

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	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					

ATTACHMENT A

A-1 Statement of Housing Needs

(Information included on Chapter 5 of the Consolidated Plan of the
Autonomous Municipal Government of Cabo Rojo, 2004-2009)

5.4 Housing needs assessment using statistical data

As part of the analysis for this Plan, the city prepared an assessment of the housing needs using statistical data available from different sources. This section is based primarily on information and statistical data available from the US 2000 Census of Housing and Population, and the Comprehensive Housing Affordability Strategy (CHAS) data book provided by HUD in the Internet Website. Any of each resource provided specific data from public housing residents housing needs.

5.4.1 Estimated housing needs

The estimated number of renter and owner households in need of housing assistance and/or housing problems by household size and income status as stated on CHAS data book (2000) is shown on Table 5.4 – 1.

Table 5.4- 1
Estimated of housing needs of all
Household type size and income group.

Type of households	Total Households	Small Households	Large Households	Elderly Households	All Others Households
Renters					
≤30% MFI	823	405	141	136	141
≤50% MFI	1,288	675	203	239	171
>30 to ≤50% MFI	465	270	62	103	30
>50 to ≤80% MFI	543	276	87	103	77
Total of renters	3,119	1,626	493	581	419
Owners					
≤30% MFI	2,001	740	170	651	440
≤50% MFI	3,855	1,465	300	1,539	551
>30 to ≤50% MFI	1,854	725	130	888	111
>50 to ≤80% MFI	2,365	1,138	239	771	217
Total of owners	10,075	4,068	839	3,849	1,319
Total Households	13,194	5,694	1,332	4,430	1,738

The 10,075 owners represent 76.36 percent of total households and renters the remaining 23.64 percent. The groups that predominate in the renter category are the "small households" followed by "elderly households".

In the renter category, 823 of total renter households, representing 26.39 percent of renters have extremely low income levels, in comparison with 19.86 percent of owners in this category.

The CHAS data book reflects a high need for housing among the households that are renters whether they are small, large, elderly and "all others". The study made by "Estudios

Técnicos, Inc.", analyzed in other section of this plan, identified and confirmed the housing needs in the municipality.

Table 5.4- 2
Relationship between household type, housing problems
and predominates income range in renters category

Household type	Total households with housing problems	Predominant income range
Small	1,626	<50% MFI
Large	493	<50% MFI
Elderly	581	<50% MFI
All Others	419	<50% MFI
Total	3,119	

Table 5.4- 3
Relationship between households type, housing problems
and predominate income range in owners' category

Households type	Total households with housing problems	Predominate income range
Small	4,068	<50% MFI
Large	839	<50% MFI
Elderly	3,849	<50% MFI
All others	1,319	<50% MFI
Total	10,075	

5.4.2 Housing needs, cost burden and severe cost burden

5.4.2.1 Renters with extremely low income (0-30% of MFI)

The nature and extension of housing needs or housing problems, the cost burden and severe cost burden for renters by income size category is discussed in **Table 5.4 – 4**.

Table 5.4– 4
Renters with extremely low income (0-30% of MFI)

Type of household	Total renter household	With any housing problems	% with any housing problems	Cost burden >30%	Severe cost burden >50%
Small	405	279	68.9	213	181
Large	141	121	85.8	64	70
Elderly	136	56	41.2	38	38
"All others"	141	61	43.3	38	38
Total extremely low income	823	517	62.8	353	327
Total renters	3,119				

The category of renters with extremely low income, (0-30% of MFI), a total of 823, represent 26.39 percent of all renter households. The large household is the category of renters in which highest percentage of families have housing problems, representing 85.8 percent of all households in that category. Otherwise, the small households represent the category with the highest percentage with housing problems among all categories, representing 53.97 percent of the 517 households that reflect housing problems. In addition, 181 households of the 405 in the category of renters small households fall under severe cost burden when the rents they pay are considered, representing 44.69 percent of the total in the small category.

5.4.2.2 Renters with low income (31-50% of MFI)

The table 5.4 – 5 illustrates the data on renters with low income. The category of renters with low income, (30% - 50% of MFI), a total of 465, represent 14.91 percent of all renter households. The renters household with low income and sever cost burden (99) constitute 21.29 percent of the whole renters population of 465. In terms of housing problems, the group with the lowest percentage of households with housing problems is the large category (62) that represents 19.14 percent of the total 324 households with housing problems. The small group is the renter households with highest housing problems with 54.63 percent in all categories. The small category, according to CHAS databook, is in very disadvantaged position in this income group (31-50% MFI).

Table 5.4– 5
Renters with low income (31-50% of MFI)

Type of household	Renters household by category	With any housing problems	% with any housing problems	Cost burden >30%	Sever cost burden >50%
Small	270	177	65.6	125	59
Large	62	62	100	40	10
Elderly	103	63	61.2	59	26
"All others"	30	22	73.3	12	4
Total	465	324		236	99
Total renters	3,119	626		472	198

5.4.2.3 Renters with moderate income (51-80% MFI)

The table 5.4 – 6 illustrates the data on renters with moderate income. The category of renters with moderate income, (51% - 80% of MFI), a total of 543, represent 17.41 percent of all renter households. The renters household with moderate income and sever cost burden (54) constitute 9.94 percent of the whole renters population of 543. In terms of housing problems, the

group with the lowest percentage of households with housing problems is the elderly category (38) that represents 14.62 percent of the total 260 households with housing problems. The small renters group is the renter households with highest housing problems with 155 cases, representing 59.62 percent in all categories (260) with housing problems.

Table 5.4– 6
Renters with moderate income (51-80% of MFI)

Type of household	Renters household by category	With housing problems	% with housing problems	Cost burden >30%	Sever cost burden >50%
Small	276	155	56.2	91	24
Large	87	55	63.2	8	0
Elderly	103	38	36.9	34	22
"All others"	77	12	15.6	12	8
Total	543	260		145	54
Total renters	3,119	520		290	108

5.4.2.4 Renters with middle income (81-95% of MFI)

The table 5.4 – 7 illustrates the data on renters with middle income.

The category of renters with middle income, (81% - 95% of MFI), a total of 1,346, represent 43.15 percent of all renter households. There are no renters household with middle income and sever cost burden. In terms of housing problems, the group with the lowest percentage of households with housing problems is the elderly category (16) that represents 3.86 percent of the total 415 households with housing problems. The small renters group is the renter households with highest housing problems with 233 cases, representing 56.14 percent in all categories (415) with housing problems.

Table 5.4– 7
Renters with middle income (81-95% of MFI)

Type of household	Renters household by category	With housing problems	% with housing problems	Cost burden >30%	Sever cost burden >50%
Small	827	233	28.2	30	0
Large	142	85	59.9	8	0
Elderly	113	16	14.2	12	0
"All others"	264	81	30.7	58	0
Total	1,346	415		108	0
Total renters	3,119	830		216	0

5.4.2.5 Owners with extremely low income (0-30% MFI)

The table 5.4 – 8 illustrates the data on owners with extremely low income (0-30% MFI). This category of owners, with a total of 2,001 represents 19.86 percent of all owner households. Otherwise, the small households represent the category with the highest percentage with housing problems among all categories, representing 40.99 percent of the 1,171 households that reflect housing problems. In addition, 315 households of the 689 in the category of owners small households fall under severe cost burden when the rents they pay are considered, representing 45.72 percent of the total under severe cost burden.

**Table 5.4– 8
 Owners with extremely low income (0-30% of MFI)**

Type of household	Owner Household by category	With housing problems	%with housing problems	Cost burden >30%	Severe cost Burden >50%
Elderly	651	323	49.6	287	223
Small	740	480	64.9	394	315
Large	170	144	84.7	72	38
“All others”	440	224	50.9	194	113
Total	2,001	1,171		947	689
Total owners	10,075	2,342		1,894	1,378

5.4.2.6 Owners with low income (31-50% MFI)

The table 5.4 – 9 illustrates the data on owners with low income. The category of owners with low income, (31% - 50% of MFI), a total of **1,854**, represent 18.40 percent of all owner households. The owner households with low income and sever cost burden (**375**) constitute 20.23 percent of the whole low income owners population of **1,854**. In terms of housing problems, the group with the lowest percentage of households with housing problems is the elderly category (322) that represents 36.26 percent of the total 888 households with housing problems in that category. The large category group is the owner households with highest housing problems with 76.9 percent in that category.

**Table 5.4– 9
 Owners with low income (31-50% of MFI)**

Type of household	Owner Household by category	With housing problems	%with housing problems	Cost burden >30%	Severe cost burden >50%
Small	725	391	53.9	238	167
Large	130	100	76.9	34	26
Elderly	888	322	36.3	272	154
“All others”	111	55	49.5	55	28
Total	1,854	868		599	375
Total owners	10,075	1236		1198	750

5.4.2.7 Owners with moderate income (51-80%)

The table 5.4 – 10 illustrates the data on owners with moderate income. The category of owners with moderate income, (51% - 80% of MFI), a total of 2,365 represent 23.47 percent of all owner households. The owners household with moderate income and sever cost burden (288) constitute 12.18 percent of the whole owners population of 2,365. In terms of housing problems, the group with the lowest percentage of households with housing problems is the elderly category (212) that represents 27.5 percent of the total 2,365 households with housing problems.

The large owners group is the owner households with highest housing problems with 179 cases, representing 74.9 percent in that category.

Table 5.4– 10
Owners with moderate income (51-80% of MFI)

Type of household	Owner Household by category	With any housing problems	% with any housing problems	Cost burden >30%	Severe cost Burden >50%
Small	1,138	549	48.2	336	146
Large	239	179	74.9	58	8
Elderly	771	212	27.5	170	98
“All others”	217	68	31.2	54	36
Total	2,365	1,008		618	288
Total owners	10,075	2016		1236	576

5.4.2.8 Owners with middle income (81-95% MFI)

The table 5.4 – 11 illustrates the data on owners with middle income. The category of owners with middle income, (81% - 95% of MFI), a total of 6,596 represent 65.47 percent of all owner households. The owners household with middle income and sever cost burden (138) constitute 2.09 percent of the whole owners population of 6,596 in the middle income category. In terms of housing problems, the group with the lowest percentage of households with housing problems is the elderly category (168) that represents 13.9 percent of the total 1,212 households with housing problems in this category. The large owners group is the owner households with highest housing problem, representing this group (480) 58.2 percent of the 825 families in this category.

Table 5.4– 11
Owners with middle income (81-95% of MFI)

Type of household	Owner Household by category	With any housing problems	% with any housing problems	Cost burden >30%	Severe Cost burden >50%
Small	3,909	1,032	26.4	119	94
Large	825	480	58.2	60	12
Elderly	1,212	168	13.9	131	24
“All others”	650	186	28.6	131	8
Total	6,596	1,866		441	138
Total owners	10,075	3,732		882	276

5.4.2.9 Single persons

The 2000 Census of Population data provide data on housing units occupied by single persons. In Cabo Rojo, 21.5 percent of the housing units were occupied by single persons. Of these, 9.0 percent were persons 65 years and over.

5.4.2.10 Elderly/Persons with disabilities

In Chapter 6 of this plan it is included a detailed analysis of the housing needs and demand for the elderly in Cabo Rojo. According to the Census of Population for year 2000, the elderly population in Cabo Rojo (60 year or older) were 8,949.

Senior citizens age group Census 2000	Number	Percent	Cumulative %
Age 60-64	2,483	27.75	27.75
65-74	3,752	41.93	69.68
75-84	2,058	23.00	92.68
85 - older	656	7.33	100.0
Total	8,949	100.0	

Source: Bureau of the Census. 2000 Census of Population. Social and Economic Characteristics.

This group represents 19.1 percent of the population. The forecast for year 2005 is that this population group will increase at least to 9,471 persons if the share of this population segment remains constant as percent of total population. In 2010 it will represent 9,913 persons. The population forecast for year 2005 is 49,649 and 51,896 for year 2010.

Senior citizens age group Forecast 2010	Number	Percent
Age 60-64	2,751	27.75
65-74	4,156	41.93
75-84	2,280	23.00
85 - older	726	7.33
Total	9,913	100.0

Source: Bureau of the Census. 2000 Census of Population. Social and Economic Characteristics.

This tendency demonstrates that there is a necessity for planning housing for this population group.

The 2000 Census Data provide a profile of living arrangements for elderly. A total of 4,224 persons of age 65 or more, 24.7 percent of total households, were household head. A 9 percent of this population was living alone. The poverty condition of the population 65 of age or more merit consideration, therefore a 44.2 percent was below poverty level guidelines according to year 2000 census of population.

According with CHAS 2000 data, the subpopulation of elderly and frail elderly has housing problems. See table on next page.

Type of group: Elderly/disable Renters

Household by Type, Income, & Housing Problem	Extra Elderly 1 & 2 Member Households (A)	Elderly 1 & 2 Member Households (B)	All Other Households (C)	Total (D)
1. Household Income	12	86	168	266
% with any housing problems	100	44.4	83.3	71.5
3. Household Income >30 to 50	8	32	54	94
% with any housing problems	100	75	74.1	76.6
4. Household Income >50 to 80	4	27	65	96
% with any housing problems	0	85.2	56.9	62.5
5. Household Income >80% MFI	18	30	139	187
% with any housing problems	22.2	26.7	29.5	28.3
6. Total Households	34	143	372	549
% with any housing problems	47.1	55.2	57.3	56.1

Type of group: Elderly/disable Owners

Household by Type, Income, & Housing Problem	Extra Elderly 1 & 2 Member Households	Elderly 1 & 2 Member Households	All Other Households	Total Owners
1. Household Income	365	420	680	1,465
% with any housing problems	52	60.1	81.2	69.1
3. Household Income >30 to 50	213	267	351	831
% with any housing problems	31	47.2	62.7	49.6
4. Household Income >50 to 80	113	149	445	707
% with any housing problems	14.2	22.8	52.4	40
5. Household Income >80% MFI	202	213	1,027	1,442
% with any housing problems	16.8	13.6	31.7	27
6. Total Households	680	782	2,152	3,614
% with any housing problems	28.7	35.9	48.6	42.1

5.4.2.11 Persons with HIV/AIDS

In Chapter 6 of this plan it is included a detailed analysis of the housing needs and demand for the persons with HIV/AIDS in Cabo Rojo. The Puerto Rico Housing Department does not provide statistical about persons or families with HIV/AIDS in housing needs.

The CHAS data book and 2000 Census does not provide information on this group. The Department of Health of Puerto Rico maintains data of the incidence of HIV/AIDS. This agency has stated, in its Surveillance Report as of June 30, 2004, that in Cabo Rojo, 169 cases of AIDS were reported. From this total, 108 persons died representing 64 percent of fatality ratio.

The Center for Disease Control has determined that Puerto Rico has the second highest incidence of AIDS among the US states and jurisdictions, including Puerto Rico. The figures reported by the Center (As of May 1995) indicated that for each 100,000 persons in Puerto Rico 69 persons are affected by the AIDS. The only jurisdiction with higher cases is New York, 71.3 cases per 100,000 habitant. (Source Center for disease Control, Atlanta, Georgia.)

The PR Department of Health Statistic demonstrates that of the 169 cases reported, 96 are in the age groups of 20 to 39 years old, representing 57 percent of total cases. These tendencies demonstrate that the younger populations, in the most productive stage of their lives, are more affected by the AIDS problem. These population groups affected by the AIDS require special housing needs. Most of them require shelter because are highly vulnerable to become part of homeless population.

5.4.2.12 Racial/ ethnic composition

The ethnic composition of the population is considered under the census category of Hispanics. In the renters group 2,440 out of the total 2484 households (98.23%) percent of the City households are Hispanics. In the owners group 7,864 out of the total 7,903 households, representing 99.51% percent are Hispanics. The income group distribution in the renters group is as shown in Table 5.4-12 and for the owner group is included in Table 5.4-13.

The City does not have a racial or ethnic group disproportionately greater in comparison with the whole population. The city does not need to complete an assessment of any specific need.

Table 5.4– 12. Renters- Ethnic group and income status

Household by minority status	Income Group				
	<=30% MFI	<=50% MFI	<30%<=50% MFI	<50%<=80% MFI	<80% MFI
All households (Hispanic)	533	852	363	289	403
Black (non hispanics)	0	0	0	0	0
White (non hispanics)	14	14	0	4	12
Asian Pacific Islander (non hispanics)	0	0	0	0	0
Total	547	866	363	293	415

Total of all groups.....5,287

**Table 5.4-13
 Owners- Ethnic group and income status**

Household by minority status	Income Group				
	<=30% MFI	<=50% MFI	<30%<=50% MFI	<50%<=80% MFI	<80% MFI
All households (Hispanic)	1,302	2,492	952	1,119	1,999
Black (non hispanics)	0	0	0	0	4
White (non Hispanics)	4	15	8	0	8
Asian Pacific Islander (non hispanics)	0	0	0	0	0
Total	1,306	2,507	960	1,119	2,011

Total all groups.....7,903

5.4.3 Substandard units, overcrowding units, cost burden, severe cost burden

The Table 5.4 - 14 shows housing units affordability for renter households and Table 5.4 – 15 shows the equivalent data for the owners group.

Table 5.4– 14

Income Range	Units by # of bedrooms			
	0-1	2	3 or more	Total
<=30%	218	71	50	339
Within 30%	187	108	115	410
>30%<=50%	148	96	49	293
Within 80%	89	105	38	232
<80%	223	146	256	625
<80%	181	166	252	559
Total	1046	692	760	2,458

Source: HUD, CHAS Database. 2000

Table 5.4– 15

Income Range	Units by # of bedrooms			
	0-1	2	3 or more	Total
<=30%	N/A	N/A	N/A	N/A
Within 30%	N/A	N/A	N/A	N/A
<=50%	322	209	106	637
Within 50%	389	335	252	976
>50% <=80%	203	102	139	444
<80%	289	253	446	988
Total	1,203	899	943	3,045

Source: HUD, CHAS Database. 2000

According with US Census 2000, there are in the Municipality 1,067 housing units without complete plumbing facilities. These represent a 6.02 percent of all occupied housing units.

5.4.4 Subpopulation of persons and/or homeless families, nature and extension of homelessness

The available data¹ shows that there were in Cabo Rojo 18 homeless persons, 15 male and 3 female in year 2003. The age groups with more concentration of homeless persons are ages 40 to 52 which accounts for 50% (9) homeless. The alcoholism and drugs are the two main conditions affecting these persons. While this data is the most recent island-wide documentation on homelessness, in the case of Cabo Rojo it under estimate the problem. Our own appraisal of the problem, using the information of local non-profit organizations providing food, and others services, to homeless is that there are over 50 homeless in Cabo Rojo.

5.4.5 Special needs Not homeless

Elderly/Frail elderly

According to Census, 2000 data, the elderly population in Cabo Rojo (60 years or older) were 8,949. This group represents 19.1 percent of total population; 4,139 were male and 4,810 of total senior citizens were female. The senior citizen population is distributed as shown below:

Table 5.4.5.1: Senior citizen population by age group, Cabo Rojo

Age group	Number	Percent	Cumulative %
Age 60-64	2,483	27.75	27.75
65-74	3,752	41.93	69.68
75-84	2,058	23.00	92.68
85 - older	656	7.33	100.0
Total	8,949	100.0	

Source: Bureau of the Census. 2000 Census of Population. Social and Economic Characteristics.

Census 2000 indicates that the urban area of Cabo Rojo has 36.5 percent of population below poverty level. The 32.9 percent of senior citizen 65 years and over living in the urban zone were below poverty level.²

Table 5.4.5.2: Senior citizen population by poverty level, Cabo Rojo

Age group	Number of persons
<i>Below poverty level</i>	
65 to 74	1,525
75 and over	1,331
<i>In or over poverty level</i>	
65 to 74	2,196
75 and over	1,404

Source: Bureau of the Census. 2000 Census of Population. Social and Economic Characteristics. Table P87: Poverty Condition 1999 by age

In the category of household living alone (3,683 persons), 1,541 persons were senior citizens of 65 years and over.

A significant population of 65 years and over was classified under disability status of the civilian non-institutional population. In some cases, the individual has more than one disable condition:

Category of disability by sex	Male	Female
Sensory	168	228
Physical	273	385
Mental	94	210
Self-care	68	135
Going outside the home (mobility)	188	302
Total	791	1,260

This population needs special services such as day care center, health services, recreational services, nursing home care, transportation services, domestic assistance and asylums. The City operates an elderly daycare center that provides meals, recreational activities and transportation to medical appointments. No private elderly housing operates in the city. The City operates a Senior Citizens Homestead, rarely has vacant.

According with CHAS 2000 data, Cabo Rojo Public Housing Authority (PHA) waiting list, day care center beneficiaries, and citizen participation process, housing needs exists for this population and are in need of housing with supportive services and low monthly payments. Most can not afford the housing available in market (condition of poverty level and income status). The problem with developing elderly/disable housing is the high cost of dwelling construction, paired

with the low income of most elderly persons or elderly families. There are not many housing construction subsidies for this population.

A 1.1 Housing Needs of Families on the Waiting List

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/sub jurisdiction:			
	# of families	% of total families (1)	Annual Turnover
Waiting list total	380		
Extremely low income (≤30% AMI)	327	86%	
Very low income (>30% but ≤50% AMI)	38	10%	
Low income (>50% but <80% AMI)	15	4%	
Families with children	221	58%	
Elderly families	6	2%	
Families with disabilities	2	1%	
Race/ethnicity			

The Waiting List was entered into an Excel Worksheet and updated on December 31, 2006. It was updated using the procedures established on the Housing Choice Voucher Program Guidebook (Chapter 4: Waiting List and Selection of Participants, page 4-5), 24 CFR 982.204 and the Administrative Plan (Chapter 6: Policy of Applicant Selection from the Waiting List, Section J, pages 6-16 to 6-17). The purpose of updating the waiting list is to ensure that it is current and accurate.

As established on Chapter 6 of the Administrative Plan, the PHA mailed a letter to applicant's last known address requesting information regarding their continued interest in maintaining a place on the waiting list.

A-2 Statement of PHA's Deconcentration and other Policies that Govern Eligibility, Selection, and Admissions

1. The PHA's Deconcentration Policy is included on the Administrative Plan, Chapter 3: Outreach Procedures, Section C, pages 3.2 - 3.3.
2. Other Policies that govern eligibility, selection and admissions are included on Chapters 4, 5 & 6 of the Administrative Plan.

A-3 Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of the 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 to be state. 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 200 grants)		
a) Public Housing Operational Fund		
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$441,410.00	\$441,410.00
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
Fair Share Allocation Incremental Vouchers		
2. Prior Year Federal Grants (un obligated funds only) (list below)		
3. Public Housing Dwelling Rental Income		
4. Other Income (list below)		
5. Non Federal sources (list below)		
Total Resources	\$441,410.00	\$441,410.00

A-4 Statement of the PHA's Rent Determination

1. Payments Standards

- a. The PHA's payment standard is 90% of FMR.
- b. Payment Standards are reevaluated annually to ensure adequacy.
- c. The PHA considers rent burdens of assisted families in its adequacy of its payment standards.

2. Minimum Rent

- a. The PHA's minimum rent is \$50.
- b. The PHA has established a Minimum Rent Hardship Exemption Policy (included on the Administrative Plan Revision on March 2007, Chapter 8: Policy on Absences from the Assisted Unit and Income Determination for Calculation of Total Tenant Payment, Section D, page 8.19-8.20).

3. The PHA's Rent Determination Policy is included on the Administrative Plan, Chapter 14: Owner Payment and Utility Allowance.

A-5 Statement of the PHA’s Management Organization, and a Listing of the Programs Administered by the PHA

1. The PHA’s Management and Organization Structure is included on the Administrative Plan, Chapter 2: Organization Structure.
2. HUD Programs under PHA Management

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	N/A	N/A
Section 8 Vouchers	107	107
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs(list individually)	N/A	N/A

A-6 Statement of the Homeownership Programs Administered by the PHA

The Municipality of Cabo Rojo has the goal of establishing a viable and effective Homeownership Program in accordance with the Quality Housing and Work Responsibility Act of 1998. One of the major objectives of the Municipality of Cabo Rojo is to create maximum opportunities to both low and very low income families to become first-time homeowners and will attempt the necessary procedures to promote that program within its housing program.

On 2006, the Municipality of Cabo Rojo submitted a Homeownership Plan to HUD. On February 20, 2007 our municipality received a letter from Mrs. Olga Saez, Director-San Juan HUB-Office of Public Housing, congratulating us because the submittal of the Homeownership Administrative Plan is the first step to help families in the Municipality of Cabo Rojo achieve the dream of homeownership and build financial stability.

By establishing a Section 8 Homeownership Program, the PHA will have contact with some housing counseling services to help educate more families about the financial responsibilities of homeownership. These programs coupled with the local banks can help families go step by step through the home buying process.

A-7 Additional Information

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

A-7.1 Statement of the PHA's 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.)

The mission of the PHA is the same as that of the Department of Housing and Urban Development: *To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.* The municipality's efforts to progress in meeting its mission and goals are the followings:

PHA Goal: Expand the supply of assisted housing

- The Municipality of Cabo Rojo continues searching for opportunities to apply for additional rental voucher if they become available.

PHA Goal: Improve the quality of assisted housing

- The PHA continues enforcing the housing quality standards to ensure that the assisted housing units are "decent, safe, and sanitary".
- All landlords are oriented about the Section 8 Program requirements.
- Continue with our established goal of providing improved conditions for extremely low-income families while maintaining their rent payments at an affordable level.

PHA Goal: Increase assisted housing choices

- In the year 2006, the PHA submitted to HUD the Homeownership Administrative Plan and is planning to begin the implementation of this housing option.

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

- The PHA continues implementing measures to deconcentrate poverty by promoting the Owners Outreach Program which encourages program participation by owners of units located outside areas of poverty to allow more choices and better housing opportunities for families.
- The PHA periodically evaluates the distribution of assisted families to identify areas within the jurisdiction where owner outreach should be targeted.
- Provide an incentive to private owners to rent their units to economically

disadvantaged families by offering timely assistance payments and protection against unpaid rent, damages, and vacancy loss.

- Promote freedom of housing choice to extremely low income families within our community.

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

- As part of the implementation of the Homeownership Program, the PHA is planning to contact some of the housing counseling services to help educate more families about the financial responsibilities of the home buying process. This will include alliances with public and private organizations to provide supportive educational services to tenants.

HUD Strategic Goal: Ensure Equal Opportunity in Housing

- Section 8 applicants, participants and landlords are oriented in order to comply with Equal Housing Opportunities and laws.
- Affirmative measures are taken to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status and disability.

Other PHA Goals: UIV Policy, use and monitoring income discrepancies and elimination of subsidy payment errors

- The PHA continues using the Enterprise Income Verification (EIV) System, as an Up-front Income Verification (UIV) tool, to increase accuracy and efficiency in determining family eligibility and computing rent calculations.

The Municipality of Cabo Rojo continues to evaluate the goals and strategies that have been established so that it can better meet the demand of housing.

A-7.2 Criteria for Substantial Deviations and Significant Amendments

(1) Amendment and Deviation Definitions

[24 CFR Part 903.7(r)]

a. Substantial Deviation from the 5-Year Plan for HUD approval.

Last year, the Municipality of Cabo Rojo submitted to HUD a Homeownership Administrative Plan. For fiscal year 2007-2008, the PHA will undertake actions to implement it.

b. Significant Amendment or Modification to the Annual Plan

The Annual Plan 2007-2008 includes the followings modifications to improve the previous PHA Plan:

- (1) The housing needs table was updated in response to new information obtained from official sources and an analysis of the PHA waiting list (Attachment A .1 & A 1.2).
- (2) The Administrative Plan was revised in August 2006 in order to include the PHA's written procedure to comply with cash management system requirements. It was incorporated on Chapter 13: Lease Approval, Section E, page 13.5.
- (3) The Administrative Plan was revised on March 2007 to include the following:
 - a. A Minimum Rent Hardship Exemption Policy was incorporate in Chapter 8: Policy on Absences from the Assisted Unit and Income Determination for Calculation of Total Tenant Payment, Section D, page 8.19-8.20.
 - b. The Upfront Income Verification Policy was revised to eliminate the use of the Tenant Assessment Subsystem (TASS). It was included in the Administrative Plan on Chapter 9: Verification Procedures, Section B-4, page 9.4-9.10. Based on *Notice PIH 2006-41(Verification of Social Security (SS) and Supplemental Security Income (SSI) Benefits)*, the TASS functionality was incorporated into the Enterprise Income Verification (EIV) System. Effective September 22, 2006, the Tenant Assessment Subsystem (TASS) is no longer available.

- c. A new policy and procedure about Protection of Victims of Abuse was incorporated in the Administrative Plan, Chapter 25, as required by Notices PIH 2006-23, 2006-42 and 2007-5; and the Violence Against Women and Justice Department Reauthorization Act of 2005 (VAWA 2005, 42 U.S.C. 13925).

On January 5, 2006, President Bush signed VAWA (Violence Against Women and Justice Department Reauthorization Act) into law as Public Law 109-162. 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 information 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.

- d. A new policy and procedure on Guidance on College Student Admission was incorporated on the Administrative Plan, Chapter 4: Eligibility for Admission, pages 4.16-4.17, as required by Notice PIH 2005-16)
- (4) Last year, the Municipality of Cabo Rojo submitted to HUD a Homeownership Administrative Plan.

A-7.3 Other Information

[24 CFR Part 903.13, 903.15]

(1) Membership of the Resident Advisory Boards of Boards

The following participants are members of the Resident Advisory Board:

Olga I. Rivera Borges
President
Calle Ángel Franco #18
Cabo Rojo, P.R. 00623

Aisha Laracuenta Cardona
Vice-President
HC-01 Box 6485
Cabo Rojo, P.R. 00623

Lisette Ojeda Asencio
Secretary
Callejón Fagundo #6
Cabo Rojo, P.R. 00623

Sandra I. Seda Colón
Treasurer
P.O. Box 217
Cabo Rojo, P.R. 00623

Haydee J. Vega Rosas
Vocal
Calle Rossy #45 Altos
Cabo Rojo, P.R. 00623

Edwin Mercado Ruiz
Vocal
Calle Rossy #84
Esquina Muñoz Rivera
Cabo Rojo, P.R. 00623

(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.

The Municipality of Cabo Rojo doesn't have a PHA governing board, since the mayor is the Executive Director of the PHA.

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:

Method of Selection:

Appointment

The term of appointment is (include the date term expires):

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: (describe)

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)

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):

The Mayor of the Municipality of Cabo Rojo, was elected to administer the Municipal Government and is the Executive Director of the PHA.

Date of next term expiration of a governing board member: 06/30/2008

(4) Public Hearing Agenda

ESTADO LIBRE ASOCIADO DE PUERTO RICO
Municipio Autónomo de Cabo Rojo
Oficina de Programas Federales
Sección 8



**VISTA PÚBLICA
PLAN ANUAL 2007-2008
PROGRAMA DE SECCIÓN 8
8 DE MARZO DE 2007
MUSEO DE LOS PROCERES**

AGENDA

- I. Bienvenida
- II. Lectura del Aviso de Vista Pública
- III. Resumen Ejecutivo
 - A. Misión y Objetivos
 - B. Necesidades de Vivienda
 - C. Actividades e Iniciativas
- IV. Programa de Hogar Propio (*Homeownership Program*)
- V. Junta de Residentes
- VI. Sección de Preguntas y Respuestas
- VII. Clausura



(5) Public Hearing Summary



ESTADO LIBRE ASOCIADO DE PUERTO RICO
Municipio Autónomo de Cabo Rojo
Oficina de Programas Federales
Sección 8



Apartado 1308
Cabo Rojo, Puerto Rico 00623

Teléfono (787) 851-1025
Fax (787) 255-3939

MINUTA

Vista Pública – Presentación del Plan Anual 2007-2008

Fecha: 8 de marzo de 2007

Hora: 9:00 A.M.

Lugar: Museo de Los Próceres Don Luis A. Ferré Aguayo
Carr. 312 Km. 4.0 interior, Cabo Rojo

Presentes:

1. Evelyn Ramírez Martínez- Coordinadora de Sección 8
2. Sherlly A. Cruz Zapata- Asistente Administrativo
3. Participantes y arrendadores del Programa de Sección 8 (hoja de asistencia adjunta)

- 1- A las 9:15 A.M. la Srta. Evelyn Ramírez Martínez, Coordinadora del Programa de Sección 8, da la bienvenida a los presentes a nombre de la administración municipal y nuestro alcalde Hon. Santos E. Padilla Ferrer.
- 2- Se hace lectura del aviso publicado el lunes, 15 de enero de 2007 en el periódico Primera Hora.
- 3- La Coordinadora presentó y explicó cada una de las secciones del Plan Anual 2007-2008 que será sometido al Departamento de Vivienda y Desarrollo Urbano Federal (HUD, por sus siglas en inglés).
- 4- Se indicó que como parte del compromiso del municipio de expandir las oportunidades de vivienda a las familias de bajos ingresos, durante el año 2006 el municipio sometió a HUD el Plan Administrativo para la implantación del Programa de *Homeownership*, según establece la Sección 8 de la Ley de Calidad de Vivienda y Responsabilidad en el Trabajo (*Quality Housing and Work Responsibility Act*) de 1998, y el Título 24 del Código de Regulaciones Federales, Sección 982. Nuevamente, el Plan Administrativo para la administración del Programa de *Homeownership* fue presentado en detalle.
- 5- A las 10:02 A.M. se presentó la nueva Junta de Residentes. Se explicó en qué consiste la Junta y cuales son sus roles y responsabilidades como miembros de la misma.

- 6- A las 10:15 A.M. se procedió a la sección de preguntas y respuestas. A continuación se desglosan las preguntas realizadas con sus respectivas respuestas:
- a- La Sra. Hilda Matos, arrendadora, preguntó que si el Programa de Sección 8 iba a continuar o si lo iban a eliminar, ya que había escuchado comentarios a través de los medios de comunicación respecto a la reducción de fondos realizadas por el Congreso de Estados Unidos. Se le indicó que al momento el Programa de Sección 8 continuará operando para atender las necesidades de vivienda de las familias de bajos recursos económicos.
 - b- La Sra. Melanie I. Giachetti, participante, preguntó de qué manera el Programa de *Homeownership* iba a pagar, si el subsidio es ajustado de acuerdo al ingreso, como se hace en el Programa de Sección 8, o si iba a ser diferente. Se le indicó que el proceso de determinación del subsidio a ser otorgado va a ser igual al utilizado bajo el Programa de Sección 8.
 - c- El Sr. Ángel L. Ramírez preguntó si es requerido que el participante tenga un empleo para poder recibir el beneficio del Programa de *Homeownership*. Se le indicó que el jefe de familia, el esposo(a) o algún adulto que esté en la composición familiar tiene que cumplir con el requisito de ingreso mínimo federal en un empleo a tiempo completo. Este debe haber estado trabajando continuamente en dicho empleo por el período de un año antes de recibir el beneficio del Programa de *Homeownership*.
 - d- La Sra. Aisha Laracunte, participante, preguntó cómo el programa puede ayudar al arrendador con las deficiencias en las casas. Se le informó que cuando una vivienda tiene deficiencias que tienen que ser corregidas por el arrendador, es responsabilidad del arrendador corregir las mismas para que ésta cumpla con los estándares de calidad de vivienda.
- 7- Luego de contestar las preguntas realizadas, al no haber ninguna deponencia ni comentarios adicionales, la vista pública concluyó a las 10:50 a.m.

Preparado por:

Evelyn Ramírez Martínez
Coordinadora
Oficina de Sección 8

(6) Lists of Attendance to the Public Hearing



ESTADO LIBRE ASOCIADO DE PUERTO RICO
Municipio Autónomo de Cabo Rojo
 Oficina de Programas Federales
 Sección 8



**VISTA PÚBLICA
 PLAN ANUAL 2007-2008
 PROGRAMA DE SECCIÓN 8
 8 DE MARZO DE 2007
 MUSEO DE LOS PROCERES**

HOJA DE ASISTENCIA

Nombre	Firma	Dirección	Teléfono
Gloriam. Arroyo Mart	Gloriam. Arroyo Mart	Calle Muñoz Rivera #25 Cabo Rojo	
Olga F. Rivera	Olga F. Rivera	Calle Angel Franco # CR. 38	
Lissette Ojeda	Lissette Ojeda	Urb. La Concepción Calle Rosario P-2, 5	
Aisha Paramest O.	Aisha Paramest O.	Urb. Ana Maria Calle 5 casa 151 Cabo	
J.P. Rodriguez	J.P. Rodriguez	Tropics 1200	477-9857
Haydee Vega	Haydee Vega	Calle Rossy 45	254-2648
ANGEL RAMIREZ	ANGEL RAMIREZ	Calle Rossy # 45	851-1214
MONSEKATE	MONSEKATE	Urb. Boringuen Calle Francisco Oller	
Hilda Matos	Hilda Matos	Carr 103 K. 10.7 Cabo Rojo	851-2307
Mecanio Giacchetti	Mecanio Giacchetti	Girasol B-16 CR	531-3714
Hilda Bianchi	Hilda Bianchi	Calle Juan Lee Martinez	519-4551
Edwin Mercaderes	Edwin Mercaderes	Calle Rossy #84	
Sandra Seda	Sandra Seda	Calle Haddock #46 sq. Barbora	415-386

(8) Public Hearing's Comments

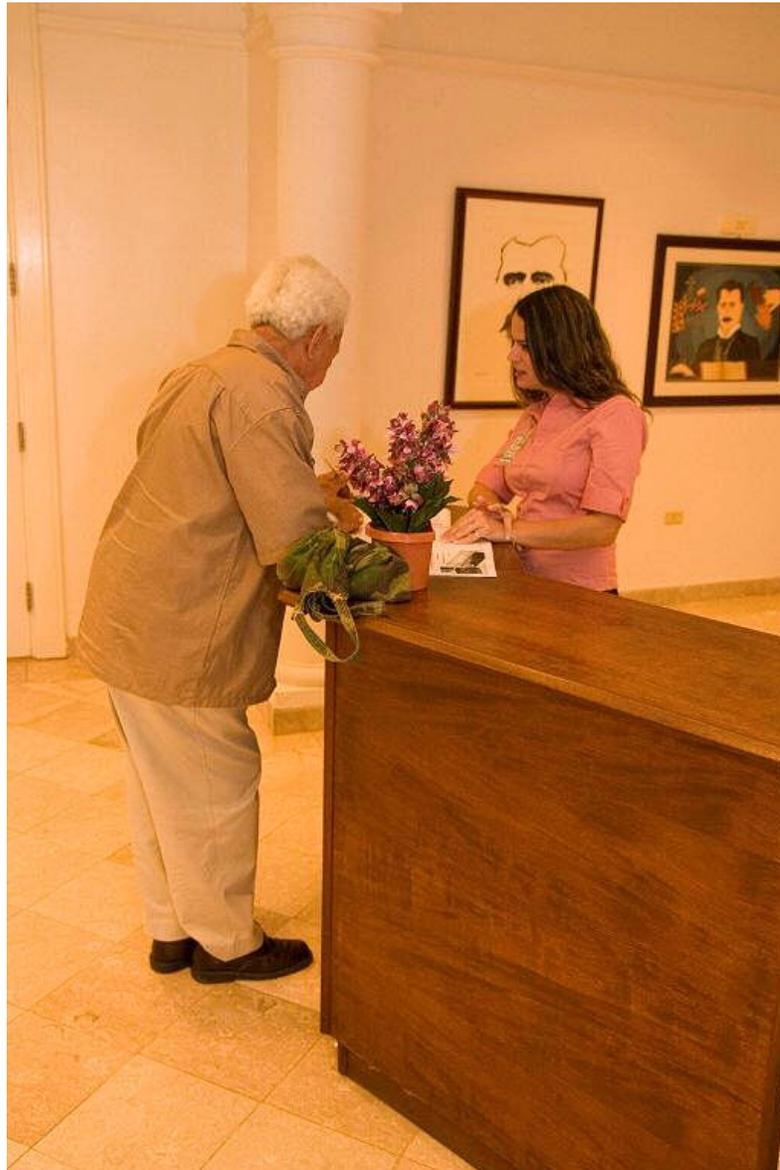
The following are comments made by the Public Hearing's attendants:

- a. Receive more orientation about the Homeownership Program, because it offers the opportunity to acquire a home.
- b. Participants who don't attend these public hearings should be sanctioned.
- c. The Section 8 Program is very complete and it has the conditions and a qualified staff to help us with our doubts and opinions.
- d. The Section 8 Program should coordinate more meetings with the owners in order to orientate them about their responsibilities under the program. Some rules and responsibilities should be reminded.

(9) PHA Consideration to Public Hearing's Comments

- a. The PHA is planning to create an orientation program regarding the Homeownership Program to help families better understand this new housing option.
- b. Participants are orientated about their responsibility to attend public hearings and/or orientations in order to be informed about changes.
- c. The PHA will continue attending trainings in order to provide participants and homeowners with the most complete and accurate information.
- d. All owners are orientated about their responsibilities, obligations and rules under the program. This is a process taken with all new participating owners and are reminded on each contract renewal.

(10) Public Hearing's Photos



Sherlly Cruz Zapata, Administrative Assistant, during the public hearing assistance process.



Sherly Cruz Zapata, Administrative Assistant, during the public hearing assistance process.



Evelyn Ramírez Martínez, Section 8 Coordinator, during the public hearing celebrated on March 8, 2007 in the *Museo de los Proceres*.





Part of the participants of public hearing celebrated on March 8, 2007 in the *Museo de los Proceres*.

(11) Resident Advisory Boards Certifications



ESTADO LIBRE ASOCIADO DE PUERTO RICO
Municipio Autónomo de Cabo Rojo
Oficina de Programas Federales
Sección 8



CERTIFICACIÓN

Certifico correcto el Plan Anual 2007-2008 del Programa de Sección 8 que será sometido al Departamento de Vivienda y Desarrollo Urbano Federal (HUD, por sus siglas en inglés).

En Cabo Rojo, Puerto Rico, hoy 8 de marzo de 2007.

Olga L. Rivera Borges
Presidenta

Aisha Laocuentre Tardón
Vice-Presidenta

Simette Oyeda Arce
Secretaria

Sandra J. Seda Cobi
Tesorera

Haydee Vega Rosas
Vocal

Eduin Mercado Ruiz
Vocal



ESTADO LIBRE ASOCIADO DE PUERTO RICO
Municipio Autónomo de Cabo Rojo
Oficina de Programas Federales
Sección 8



CERTIFICACIÓN
MIEMBRO DE LA JUNTA DE RESIDENTES
PLAN ANUAL 2007-2008

Yo, Olga F. Rivera Borges con seguro social federal 38-46-3041, certifico que (sí, no) asistí a la Vista Pública que se llevó a cabo el 8 de marzo de 2007 en el Museo de los Próceres Don Luis A. Ferré Aguiayo, ubicado en la Carretera 312, Km. 0.4 interior, detrás del Complejo Deportivo Rebekah Colberg. En ésta se discutió el Plan Anual 2007-2008.

Luego de recibir orientación sobre el Plan Anual 2007-2008 y revisar el mismo, certifico que:

- Estoy de acuerdo.
- No estoy de acuerdo, porque _____

- Comentarios adicionales: El programa es muy bueno y completo y tiene propuestas excelentes.

Certifico hoy, 8 de marzo de 2007 en Cabo Rojo, Puerto Rico.

Olga F. Rivera Borges
Presidente(a)
Junta de Residentes



ESTADO LIBRE ASOCIADO DE PUERTO RICO
Municipio Autónomo de Cabo Rojo
Oficina de Programas Federales
Sección 8



CERTIFICACIÓN
MIEMBRO DE LA JUNTA DE RESIDENTES
PLAN ANUAL 2007-2008

Yo, Lisette Ojeda, con seguro social federal 582-65-6213, certifico que **(si, no)** asistí a la Vista Pública que se llevó a cabo el 8 de marzo de 2007 en el Museo de los Próceres Don Luis A. Ferré Agüayo, ubicado en la Carretera 312, Km. 0.4 interior, detrás del Complejo Deportivo Rebekah Colberg. En ésta se discutió el Plan Anual 2007-2008.

Luego de recibir orientación sobre el Plan Anual 2007-2008 y revisar el mismo, certifico que:

- Estoy de acuerdo.
- No estoy de acuerdo, porque _____

- Comentarios adicionales: _____

Certifico hoy, 8 de marzo de 2007 en Cabo Rojo, Puerto Rico.

Lisette Ojeda Ojeda
Secretario(a)
Junta de Residentes



ESTADO LIBRE ASOCIADO DE PUERTO RICO
Municipio Autónomo de Cabo Rojo
Oficina de Programas Federales
Sección 8



CERTIFICACIÓN
MIEMBRO DE LA JUNTA DE RESIDENTES
PLAN ANUAL 2007-2008

Yo, Aisha Larocente Padron, con seguro social federal 584-69-4008,
certifico que (si, no) asistí a la Vista Pública que se llevó a cabo el 8 de marzo de 2007 en el
Museo de los Próceres Don Luis A. Ferré Agüayo, ubicado en la Carretera 312, Km. 0.4
interior, detrás del Complejo Deportivo Rebekah Colberg. En ésta se discutió el Plan Anual
2007-2008.

Luego de recibir orientación sobre el Plan Anual 2007-2008 y revisar el mismo, certifico que:

- Estoy de acuerdo.
- No estoy de acuerdo, porque _____

- Comentarios adicionales: _____

Certifico hoy, 8 de marzo de 2007 en Cabo Rojo, Puerto Rico.

Aisha Larocente Padron
Vice-Presidente(a)
Junta de Residentes



ESTADO LIBRE ASOCIADO DE PUERTO RICO
Municipio Autónomo de Cabo Rojo
Oficina de Programas Federales
Sección 8



CERTIFICACIÓN
MIEMBRO DE LA JUNTA DE RESIDENTES
PLAN ANUAL 2007-2008

Yo Sandra de la Cruz, con seguro social federal 582-67-9293,
certifico que **(sí, no)** asistí a la Vista Pública que se llevó a cabo el 8 de marzo de 2007 en el
Museo de los Próceres Don Luis A. Ferré Agüayo, ubicado en la Carretera 312, Km. 0.4
interior, detrás del Complejo Deportivo Rebekah Colberg. En ésta se discutió el Plan Anual
2007-2008.

Luego de recibir orientación sobre el Plan Anual 2007-2008 y revisar el mismo, certifico que:

- Estoy de acuerdo.
- No estoy de acuerdo, porque _____

- Comentarios adicionales: _____

Certifico hoy, 8 de marzo de 2007 en Cabo Rojo, Puerto Rico.

Sandra de la Cruz
Tesorero (a)
Junta de Residentes



ESTADO LIBRE ASOCIADO DE PUERTO RICO
Municipio Autónomo de Cabo Rojo
Oficina de Programas Federales
Sección 8



CERTIFICACIÓN
MIEMBRO DE LA JUNTA DE RESIDENTES
PLAN ANUAL 2007-2008

Yo, Haydee Vega Rosas con seguro social federal 583-84-0624,
certifico que ~~(si)~~ **no** asistí a la Vista Pública que se llevó a cabo el 8 de marzo de 2007 en el
Museo de los Próceres Don Luis A. Ferré Agüayo, ubicado en la Carretera 312, Km. 0.4
interior, detrás del Complejo Deportivo Rebekah Colberg. En ésta se discutió el Plan Anual
2007-2008.

Luego de recibir orientación sobre el Plan Anual 2007-2008 y revisar el mismo, certifico que:

- Estoy de acuerdo.
- No estoy de acuerdo, porque _____

Comentarios adicionales: Todos lo que se ha establecido en
la vista esta bien. Dimplemente que
deben sancionar a algunos participantes
que no acudan a las reuniones.

Certifico hoy, 8 de marzo de 2007 en Cabo Rojo, Puerto Rico.

Haydee Vega

Vocal
Junta de Residentes



ESTADO LIBRE ASOCIADO DE PUERTO RICO
Municipio Autónomo de Cabo Rojo
Oficina de Programas Federales
Sección 8



CERTIFICACIÓN
MIEMBRO DE LA JUNTA DE RESIDENTES
PLAN ANUAL 2007-2008

Yo, Edeunis Mercado Ruiz seguro social federal 126-62-3597,
certifico que (si, no) asistí a la Vista Pública que se llevó a cabo el 8 de marzo de 2007 en el
Museo de los Próceres Don Luis A. Ferré Agüayo, ubicado en la Carretera 312, Km. 0.4
interior, detrás del Complejo Deportivo Rebekah Colberg. En ésta se discutió el Plan Anual
2007-2008.

Luego de recibir orientación sobre el Plan Anual 2007-2008 y revisar el mismo, certifico que:

- Estoy de acuerdo.
- No estoy de acuerdo, porque _____

- Comentarios adicionales: _____

Certifico hoy, 8 de marzo de 2007 en Cabo Rojo, Puerto Rico.

Edeunis Mercado Ruiz
Vocal
Junta de Residentes

A-8 Other Documents and Certifications

(1) Cash Management Policy

(As included on the Administrative Plan Revision on August 2006, Chapter 13: Lease Approval, Section E, page 13.5)

Cash Management Procedure to Minimize the Time Elapsing between the Transfer of Funds from the U. S. Treasury and the Disbursements

The PHA must make housing assistance payments (HAP) to the owner in accordance with the terms of the HAP contract. The payments are to be made monthly, at the beginning of each month, during the lease term and while the family is residing in the unit. (Ref. 24 CFR 982.451 & Housing Choice Voucher Program Guidebook 7420.10 G, Chapter 11: HAP Contracts).

Any payment adjustments should be made as establish on the Section 8 Housing Choice Program Administrative Plan (Chapter 16: Interim Re-Certification) of the Municipality of Cabo Rojo.

The Section 8 Office prepares the disbursement vouchers and sends them to the Finance Office, for the corresponding signatures, on or before the 20th day of each month for the following month housing payments. The disbursement vouchers establish the amount that will be paid on behalf of the owners and tenants. After they are signed, the data is entered into a computer system.

When the U.S. Treasure deposited the funds on the program account, the deposit transaction is confirmed by fax with the bank's authorized person, an official receipt is made to recognize it and then the checks are printed.

A new document called pickup or mailing check register is set to record the date of payment. The office will ask by mail whether the owners and tenants want to receive the check through mail or pick up it at the Finance Office. Those who choose to pick the check at the municipality: will have to do it in the time frame established by the office. After the second failure to comply with this time frame, automatically the check will be mailed with all other rent and negative rent payments.

(2) Minimum Rent Policy

(As included on the Administrative Plan Revision on March 2007, Chapter 8: Policy on Absences from the Assisted Unit and Income Determination For Calculation of Total Tenant Payment, Section D, page 8.19-8.20)

Minimum Rent Hardship Exemption (24 CFR 5.630)

The Municipality of Cabo Rojo recognizes that in some circumstances even the minimum rent may create a financial hardship for families. The PHA will review all relevant circumstances brought to the PHA's attention regarding financial hardship as it applies to the minimum rent. The following section states the PHA's policies in regard to minimum rent financial hardship as set forth by the Quality Housing and Work Responsibility Act of 1998. HUD has defined circumstances under which a hardship can be claimed (24 CFR 5.630).

Criteria for Hardship Exemption

In order for a family to qualify for hardship exemption, the family's circumstances must fall under one of the following HUD criteria:

1. When the family has lost eligibility or is awaiting an eligibility determination for federal, state, or local assistance.
2. When the family would be evicted as a result of the imposition of the minimum rent requirement.
3. When the income of the family has decreased because of changed circumstances, including loss of employment.
4. When a death has occurred in the family.
5. Other circumstances as determined by the Municipality of Cabo Rojo.

Suspension of Minimum Rent

The PHA will grant the minimum rent suspension to all families who request it, effective the first of the following month. The minimum rent will be suspended until the PHA determines whether the hardship meets the criteria for exemption and whether it is temporary or long-term.

“Temporary” means verified to last less than 90 days.

“Permanent” means lasting 90 or more days.

“Suspension” means that the PHA must not use the minimum rent calculation until the PHA has made this decision.

During the minimum rent suspension period, the family will not be required to pay the minimum rent, and the housing assistance payment (HAP) will be increased accordingly.

If the PHA determines that there is no qualifying hardship, the PHA will reinstate the minimum rent, including payment for minimum rent from the time of suspension. The PHA will determine whether a repayment agreement is feasible in accordance with its repayment policy.

Temporary Hardship Suspension

If the PHA determines that the hardship is temporary, the minimum rent will not be imposed for a period of 90 days from the date of the family's request unless the family reports that the temporary hardship no longer exists. At the end of the temporary suspension period, the minimum rent will be imposed retroactively to the time of suspension. The Municipality of Cabo Rojo will offer the family a reasonable repayment agreement.

Long-Term Duration Hardship Exemption [24 CFR 5.630 (b)(2)(iii)B]

If the PHA determines that there is a qualifying long-term financial hardship, the PHA must exempt the family from the minimum rent requirements for as long as the hardship continues. Such exemption shall apply from the beginning of the month following the family's request for a hardship exemption until the end of the qualifying financial hardship.

(3) Upfront Income Verification (UIV) Policy

(This policy was revised on March 2007 based on Notice PIH 2006-41: Verification of Social Security (SS) and Supplemental Security Income (SSI), to eliminate the Tenant Assessment Subsystem (TASS) because since March 2006 HUD incorporate TASS functionality into EIV. It was included in the Administrative Plan on Chapter 9: Verification Procedures, Section B-4, page 9.4-9.10)

Overview

UIV is the verification of income, before or during a reexamination, through an independent source that systematically and uniformly maintains income information in computerized form for a large number of individuals. UIV replaces, to the maximum extend possible, the more time-consuming and less accurate third party verification process.

HUD's UIV systems provides PHA with information supplied from state wage information collection agencies (SWICA), employers and the Social Security Administration (SSA). Income information is provided through a data matching process for the households covered by a 50058 form submitted to HUD.

The UIV is HUD's Key Strategy in reducing income and rent errors from unreported income. The primary objective of this tool is to increase accuracy and efficiency in determining family eligibility and computing rent calculations. It also removes the barriers to verify tenant-reported income.

Verification Orientation

Section 8 Program participants must be orientated about the UIV tools that will be used as part of the annual activities, such as re-certifications and interims, to verify income information. PHA will request the family to fill the HUD Form 9886: Authorization for Release of Information/Privacy Act. During the interview process the family will be orientate about how that income verification tool works.

The staff who conduct the interview process must emphasize the importance of fully disclosing income by informing participants before disclosure that the PHA have access to income information through HUD's UIV tools, such as social security benefits, wages, employment information, new hire information and unemployment compensation.

The PHA is using the following UIV's tool: the Enterprise Income Verification (EIV) System.

Enterprise Income Verification (EIV) System (Federal Register, Vol. 70 No. 138, 07//20/05)

The purpose of the EIV System is to make integrated income data available from one source, via the internet, to improve income verification during required income reexaminations. It provides information about wages, employer, new hire information, unemployment compensation, and Social Security Administration (SSA) benefit information through a data matching process for households covered by a HUD Form 50058. The EIV System helps identify households that may have potentially under reported annual household income.

As an UIV's tool, provides income discrepancy reports to identify families who may have substantially underreported household income. Income information will only be displayed for individuals whose identity verification status is "verified" (tenant SSN, last name and date of birth combination has been verified by SSA).

EIV User Roles

1. User Administrator- Has the ability to request access for staff, assign roles and developments to users, modify user roles and assignments, certify users for continued system access every calendar quarter, and remove assigned roles.

2. Security Administrator- Has the ability to monitor staff access to system.
3. PHA Occupancy-Voucher- Has the ability to view income data of only Section 8 tenants.

PHA should have at least one occupancy user for each program that the PHA administers. The Occupancy user roles should only be assigned to staff who needs to have access to income data (need-to-know basis). Users who are no longer with the agency or whose duties no longer require access should not be certified.

Income Details Reports

The EIV Income Details Reports will include information for all household members. The print out of that report should be included in tenant file folder with re-exam documents.

PHA may **not** disclose (or re-disclose) UIV data to **any** third parties (UIV data is property of the Federal Government and protected by Federal Privacy Act). PHA may provide UIV data to the individual (only) whom the record pertains. UIV data of minors may be provided to the minor's parent or guardian.

Acceptable Verification

PHA use UIV to comply with 24 CFR 960.259(a)(1), which requires PHA to obtain and document in the family file third party verification of the following factors or document or in the file why third party verification was not available:

1. reported family annual income
2. value of assets
3. expenses related to deductions from annual income
4. other factors that affect the determination of adjusted income or income-

based rent.

In an event that third party verification is not available, the PHA must document the tenant file as to why third party verification was not available. Below are some examples of acceptable file documentation:

1. New admission, information is not available in UIV
2. New tenant, information not available in UIV
3. Current tenant, information not available in UIV due to change in re-examination date
4. Current tenant, information not available in UIV due to discrepancy with name, date of birth, or social security number in SSA file
5. Current tenant, information not available in UIV, reason unknown

As established by Notice PIH 2006-41 Verification of Social Security (SS) and Supplemental Security Income (SSI) Benefits, if SS benefit information is not available in the EIV system, the PHA should request a current Social Security Administration (SSA) benefit verification letter from each household member that receives social security benefits. If the participant and/or household members are unable to provide the requested document(s), the participant/household member should call SSA at 1-800-772-1213 to request a benefit verification letter.

Also, the participant can request for a benefit verification letter that can also be requested at the SSA Internet Website at www.ssa.gov . Upon receipt, the participant/household member should provide the PHA with the original benefit verification letter. The PHA should make a photocopy of the original benefit verification letter, return the original benefit verification letter to the participant/household member, and maintain the photocopy of the benefit letter in the tenant file.

The following are acceptable verifications:

1. UIV + Current tenant provided documents; or

2. UIV + Current tenant provided documents + Written third party verification (Required when tenant disputes UIV data or PHA requires additional information); or
3. UIV + Current tenant provided documents + Lower levels of verifications

Documents provided by tenants shouldn't be older than 60 days from the reexamination date.

Income Discrepancies

If there any discrepancies between the UIV data and the information provided by family members, the PHA will discuss it with the participant and document it. The PHA may obtain additional documents from tenants and/or third party (if necessary).

Statutory and regulatory requirements prohibit PHA from taking any adverse actions against participants solely based on computer matching information.

As stated on Federal Privacy Act 5 U.S.C. 552a, in order to protect any individual whose records are used in a matching program, no recipient agency, non-federal agency, or source agency may suspend, terminate, reduce or make a final denial of any financial assistance or payment under a federal benefit program to such individual, or take other adverse action against such individual, as a result of information produced by such matching program, until the agency has independently verified the information”.

PHA may not suspend, terminate, reduce, or make a final denial of assistance to any tenant as a result of information produced by UIV tools, until:

1. Tenant has received a notice from the PHA about the discrepancies and has been offered the opportunity to reply;

2. Either the notice period provided in applicable regulations of the program or 30 days, whichever is later, has expired.

In most cases, it is anticipated that PHA will resolve income discrepancies with participants. (See 24 CFR 5.236).

In those cases, where there is undisclosed income the PHA will consider the following aspects:

- Repayments agreements
- Thresholds for legal action related to fraud
- Interim reexamination thresholds

Availability of Income Information

The availability of income information in HUD systems is dependent upon data quality and timely submission of HUD Form 50058 to the Public and Indian Housing Information Center (PIC). PHA must ensure that data entered on HUD Form 50058 is accurate and complete. If the family's HUD Form 50058 is not successfully submitted to PIC, income information will not be available in HUD income verification systems.

While the EIV will be excellent tools for highlighting potential income errors, PHA will still has the responsibility to:

- Compare the information provided by systems with participant-provided information.
- Resolve income discrepancies promptly to determine accurate tenant rents based on all available information.

In addition, PHA will be responsible for:

- Maintaining a current form HUD-9886 in each HCV participant's file.
- Ensuring that UIV data is stored in places that are physically secure from access by unauthorized persons.

C. Release of Information

At the application stage, families will be asked to sign appropriate verification forms, as well as a blanket authorization. Each member so requested to consent to the release of information will be provided with a copy of the appropriate forms for their review and signature. Each and every verification form will contain the appropriate family members' signature as proof of:

- Their consent to the "third party" for release of specified information: and
- Evidence of their understanding of the type/nature of information being sought.

Family refusal to cooperate with the HUD prescribed verification system will result in the termination of the household's application and will result in ineligibility status.

(4) Protection to Victims of Abuse

[This new policy and procedure was included in the Administrative Plan (Revision of March 2007), Chapter 25, as required by Notices PIH 2006-23, 2006-42 and 2007-5; and the Violence Against Women and Justice Department Reauthorization Act of 2005 (VAWA 2005, 42 U.S.C. 13925)].

It is the PHA's objective to assist victims of domestic violence, dating violence, sexual assault, or stalking. This chapter describes the policies and procedures 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.

The criminal activity directly relating to domestic violence, dating violence, or stalking, engaged in by a member of a tenant's household or any guest or other person under the tenant's control, shall not be cause for termination of assistance, tenancy, or occupancy rights if the tenant or an immediate member of the tenant's family is the victim or threatened victim of that abuse. An incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be construed as serious or repeated violations of the lease by the victim or threatened victim of that violence and will not be "good cause" for termination of the assistance, tenancy, or occupancy rights of a victim of such violence.

Domestic Violence: Includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim share a child in common, by a person who is cohabitated with or has cohabited with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

Dating Violence: Violence committed by a person:

- (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- (B) where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - (i) the length of the relationship;
 - (ii) the type of relationship; and
 - (iii) the frequency of interaction between the persons involved in the relationship.

Stalking: to follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate; or to place under surveillance with the intent to kill,

injure, harass, or intimidate another person; and in the course of, or as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to (i) that person; (ii) a member of the immediate family of that person; or (iii) the spouse or intimate partner of that person.

Immediate Family Member: a spouse, parent, brother or sister, or child of the person, or an individual to whom that person stands in loco parentis (in place of a parent); or any other person living in the household of that person and related to that person by blood or marriage.

The Municipality of Cabo Rojo may request a tenant to certify that the individual is a victim of domestic violence, dating violence or stalking and that the incidence(s) of threatened or actual abuse are bona fide in determining whether the protections afforded to such individuals under VAWA are applicable. The Municipality of Cabo Rojo may request in writing that an individual complete, sign and submit, within 14 business days of the request, a HUD-approved certification form (Form HUD 50066). On the form, the individual certifies that he/she is a victim of domestic violence, dating violence, or stalking, and that the incident or incidences in question are bona fide incidences of such actual or threatened abuse. On the certification form, the individual shall provide the name of the perpetrator.

In lieu of a certification form, or in addition to the certification form, a tenant may provide to the PHA and the owners:

- (1) A Federal, State, tribal, territorial, or local police record or court record;
- (2) Documentation signed and attested to by an employee, agent or volunteer of a victim service provider, an attorney or a medical professional, from whom the victim has sought assistance in addressing domestic violence, dating violence or stalking, or the effects of abuse, in which the professional attests under penalty of perjury (28 U.S.C. 1746) to the professional's belief that the incident or incidents in question are bona fide incidents of abuse, and the victim of domestic violence, or stalking has signed or attested to the documentation.

The PHA is not required to demand that an individual produce official documentation or physical proof of an individual's status as a victim of domestic violence, dating violence, sexual assault, or stalking in order to receive the protections of VAWA. The PHA, at its discretion, may provide assistance to an individual based solely upon the individual's statement or other corroborating evidence.

The PHA should be mindful that the delivery of the certification form to the tenant in response to an incident via mail may place the victim at risk, e.g., the abuser may monitor the mail. Therefore, the PHA may require that the tenant come into the office to pick up

the certification form and is encouraged to work with tenants to make delivery arrangements that do not place the tenant at risk.

If the individual does not provide the Form HUD 50066 or the information that may be provided in lieu of the certification by the 14th business day or any extension of that date provided by the PHA, none of the protections afforded to the victim of domestic violence, dating violence or stalking by sections 606 or 607 will apply. The PHA would therefore be free to terminate assistance, in the circumstances authorized by otherwise applicable law and lease provisions, without regard to the amendments made by Sections 606 and 607.

Notice and Confidentiality:

The PHA must notify tenants of their rights under VAWA and the right to confidentiality.

The PHA must have the certification form (Form 50066) available to all eligible families at the time of admission.

As part of the briefing packet [24 CFR 982.301 (b)] (See Chapter 10, Section A) the family is provided with a copy of the HUD tenancy Addendum, which provide orientation about the protection to victims of abuse. Also, owners should be orientated about their rights and obligation under VAWA.

The PHA will post a Notice about VAWA in the office's bulletin board and request that a tenant come into the office to pick up the form if the tenant believes the VAWA protection applies.

All information provided to the Municipality of Cabo Rojo relating to the incident(s) of domestic violence, including the fact that an individual is a victim of domestic violence, dating violence, or stalking, must be retained in confidence and must neither be entered into any shared database nor provided to a related entity, except to the extent that the disclosure is (i) requested or consented by the individual in writing; (ii) required for use in an eviction proceeding or termination of assistance; or, (iii) otherwise required by applicable law.

The new requirements of VAWA 2005 are:

- An incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be construed as serious or repeated violations of the lease or other "good cause" for termination of the assistance, tenancy, or occupancy rights of a victim of abuse. (Section 8(o)(7)(C) of the U.S. Housing Act of 1937.)
- Criminal activity directly relating to abuse, engaged in by a member of a tenant's household or any guest or other person under the tenant's control, shall not be cause for termination of assistance, tenancy, or occupancy rights if the tenant or

an immediate member of the tenant's family is the victim or threatened victim of that abuse. (Section 8(o)(7)(D)(i) of the U.S. Housing Act of 1937.)

- Notwithstanding the VAWA restrictions on admission, occupancy, or terminations of occupancy or assistance, or any Federal, State or local law to the contrary, a PHA may terminate assistance to or an owner or manager may "bifurcate" a lease, or otherwise remove a household member from a lease, without regard to whether a household member is a signatory to the lease, in order to evict, remove, terminate occupancy rights, or terminate assistance to any individual who is a tenant or lawful occupant and who engages in criminal acts of physical violence against family members or others. This action may be taken without evicting, removing, terminating assistance to, or otherwise penalizing the victim of the violence who is also a tenant or lawful occupant. Such eviction, removal, termination of occupancy rights, or termination of assistance shall be effected in accordance with the procedures prescribed by Federal, State, and local law for the termination of leases or assistance under the housing choice voucher program. (Section 8(o)(7)(D)(ii) of the U.S. Housing Act of 1937.)
- Nothing in Section 8(o)(7)(D)(i) may be construed to limit the authority of a public housing agency, owner, or manager, when notified, to honor court orders addressing rights of access or control of the property, including civil protection orders issued to protect the victim and issued to address the distribution or possession of property among the household members in cases where a family breaks up. (Section 8(o)(7)(D)(iii) of the U.S. Housing Act of 1937.)
- Nothing in Section 8(o)(7)(D)(i) limits any otherwise available authority of an owner or manager to evict or the public housing agency to terminate assistance to a tenant for any violation of a lease not premised on the act or acts of violence in question against the tenant or a member of the tenant's household, provided that the owner, manager, or public housing agency does not subject an individual who is or has been a victim of domestic violence, dating violence, or stalking to a more demanding standard than other tenants in determining whether to evict or terminate. (Section 8(o)(7)(D)(iv) of the U.S. Housing Act of 1937.)
- Nothing in Section 8(o)(7)(D)(i) may be construed to limit the authority of an owner or manager to evict, or the public housing agency to terminate assistance, to any tenant if the owner, manager, or public housing agency can demonstrate an actual and imminent threat to other tenants or those employed at or providing service to the property if the tenant is not evicted or terminated from assistance. (Section 8(o)(7)(D)(v) of the U.S. Housing Act of 1937.)
- Nothing in Section 8(o)(7)(D)(i) shall be construed to supersede any provision of any Federal, State, or local law that provides greater protection than Section 8(o)(7)(D)(i) for victims of domestic violence, dating violence, or stalking. (Section 8(o)(7)(D)(vi) of the U.S. Housing Act of 1937.)

Portability to Protect Victims of Abuse

The family may receive a voucher and move in violation of the lease under the portability procedures if the family has complied with all other obligations of the voucher program and has moved out of the assisted unit in order to protect the health or safety of an individual who is or has been the victim of domestic violence, dating violence, or stalking and who reasonably believed he or she was imminently threatened by harm from further violence if he or she remained in the assisted dwelling unit.

If the circumstances described above exist, the PHA may allow a family to move under portability procedures if the only basis for the denial is that the family is violating the lease agreement. The PHA may request that the family provide the HUD-approved certification form (form HUD-50066), or other acceptable documentation in order to verify the family's claim that the request to move is prompted by incidences of abuse in the unit.

(5) Policy on Guidance on College Student Admission

(This new policy and procedure was included in the Administrative Plan (Revision of March 2007), Chapter 4: Eligibility for Admission, pages 4.16-4.17, as required by Notice PIH 2005-16)

In order to be eligible for program assistance, an applicant must meet income eligibility requirements, as established by Section 3(a)(1) and 8(o)(4) of the U.S. Housing Act of 1937 and implementing regulations at 24 CFR 960.201 and 982.201.

Determining of Eligibility of “Full-time” College Students of Non-parental/guardian Households.

A full-time student is defined as a person who is attending school or vocational training on a full-time basis (24 CFR 5.603).

The student must be legal age or emancipated minor under the state law.

The student must be income eligible for admission to the Housing Choice Voucher Program (24 CFR 960.201 & 982.201).

Each college student within a household must provide a written/signed certification that the student does or does not anticipate receiving financial support from the student’s parent(s) or guardian(s) and the amount of support.

The college student must have established a household separate from his/her parents or legal guardians for at least one year prior to applying to voucher program.

The college student must not be claimed as a dependent by parent(s) or legal guardian(s) on their Internal Revenue Services (IRS) and local tax return.

Verification of Eligibility of “Full-time” College Students

The PHA must obtain proof of age such as valid driver’s license, identification card issued by a federal, state or local agency, identification issued by a medical insurance company, birth certificate, or other form of identification.

The PHA should obtain evidence of separate households by reviewing/verifying the address information that predates the student’s application by a minimum of one year.

In order to verify if the college student is not claimed as a dependent by parent(s) or legal guardian(s) on their tax return, the PHA may verify a copy of the college student’s Form 1040EZ, 1040, or 1040 tax returns for the prior years.

The college student must supply any information that the PHA determines is necessary for the administration of the voucher program (24 CFR 960.259 and 982.551).

In accordance with the Section 224 of the FY 2005 Appropriations Act, the portion of any athletic scholarship assistance available for housing costs should be verified by the PHA with the third party income source and included in the determination of family adjusted income.

The PHA may deny housing assistance to persons receiving athletic scholarship assistance. However, it may only do so for those persons receiving an athletic scholarship with a specified amount available for housing costs or one that allows for a portion of the scholarship to be used towards housing costs. The specified amount or portion of the athletic scholarship available for housing costs must exceed \$5,000 annually for the PHA to deny the student admission. Deviations from the standard threshold (\$5,000) must also be documented in the tenant's file and consistently applied among applicants and participants.

**(6) Small PHA Streamlined Annual Plan
Certification of Compliance**

(ORIGINAL HARD COPY SUBMITTED TO LOCAL HUD FIELD OFFICE)

**(7) Form HUD 50070: Certification for a Drug
Free Workplace**

(ORIGINAL HARD COPY SUBMITTED TO LOCAL HUD FIELD OFFICE)

(8) Form SF-LLL: Disclosure of Lobbying Activities

(ORIGINAL HARD COPY SUBMITTED TO LOCAL HUD FIELD OFFICE)

**(9) Form HUD-50071: Certification of
Payments to Influence Federal
Transactions**

(ORIGINAL HARD COPY SUBMITTED TO LOCAL HUD FIELD OFFICE)

(10) Certification of PHA Consistency with the Consolidated Plan

(ORIGINAL HARD COPY SUBMITTED TO LOCAL HUD FIELD OFFICE)

(11) Statement on the Results of the Most Recent FY Audit

(SEPARATE HARD COPY SUBMITTED TO LOCAL HUD FIELD OFFICE)

(12) Corrective Action Plan for the Single Audit Finding 2005-2006

(ORIGINAL HARD COPY SUBMITTED TO LOCAL HUD FIELD OFFICE)

(13) Other Original Documents

(SEPARATE HARD COPY SUBMITTED TO LOCAL HUD FIELD OFFICE)