

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

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# PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009

Annual Plan for Fiscal Year 2006 - 2007

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

## PHA Plan Agency Identification

**PHA Name: Housing Authority of the County of Salt Lake**

**PHA Number: UT003**

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

**PHA Programs Administered:**

**Public Housing and Section 8**   
  **Section 8 Only**   
  **Public Housing Only**  
 Number of public housing units: 626   
 Number of S8 units:   
 Number of public housing units:  
 Number of S8 units: 2135

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

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

### Public Access to Information

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

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

### Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- Main business office of the PHA
- PHA development management offices
- Other (list below)

## PHA FISCAL YEARS 2007 - 2008

[24 CFR Part 903.5]

### A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

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

The mission of the Housing Authority of the County of Salt Lake is to provide and develop quality affordable housing opportunities for individuals and families while promoting self-sufficiency, empowerment and neighborhood revitalization.

### B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

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

PHA Goal: Expand the supply of assisted housing

Objectives:

Apply for additional rental vouchers:

Reduce public housing vacancies:

Leverage private or other public funds to create additional housing opportunities:

Acquire or build units or developments

Other (list below)

Work with Salt Lake County and State of Utah to implement 10 year plans to End Chronic Homelessness

PHA Goal: Improve the quality of assisted housing

Objectives:

Improve public housing management: (PHAS score) 96

Improve voucher management: (SEMAP score) 100

Increase customer satisfaction:

Concentrate on efforts to improve specific management functions: housing assistance payments, eligibility and waiting list management

Renovate or modernize public housing units:

- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

Evaluate public housing properties for financial stability and usage under new asset-based management. Develop plan to dispose or demolish obsolete public housing units.

- PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers: Explore the feasibility of converting PH to Section 8.
- Other: (list below)

Implement Project-Based Vouchers for supportive housing for chronically homeless individuals and families.

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

- PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
  - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
  - Implement public housing security improvements:
  - Designate developments or buildings for particular resident groups
- Explore feasibility of designating housing for elderly
- Other: (list below)

Continue to provide supportive services as needed and available.

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)
  - Evaluate implementing Section 8 Home Ownership program by training staff, forming partnerships and exploring funding options
  - Design a comprehensive substance abuse prevention program
    - Provide after-school to 200 youth ages 5-12 years old
    - Provide Teen Program to 100 teens each year
    - Implement a parenting program for mothers with children 0-3 years old.
  - Evaluate and assess Family Self-Sufficiency program to increase services and client participant
  - Work with community partners to provide supportive services for Grace Mary Manor, 84 units for chronically homeless individuals located in South Salt Lake City.
  - Apply for grants and other funding as applicable. Actively develop partnerships that increase services for our residents.

**HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing Objectives:
  - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
  - Other: (list below)

Continue to implement plan to respond to 504 Fair Housing Audit as funding allows.

Continue to designate 25 Mainstream Vouchers for People with Disabilities.

**Other PHA Goals and Objectives: (list below)**

Develop 100 unites of affordable housing for chronically homeless individuals and families over the next four years.

Develop or acquire 200 units of workforce housing over the next five years.

## Annual PHA Plan

### PHA Fiscal Year 2007-2008

[24 CFR Part 903.7]

#### **i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

- Standard Plan**
- Troubled Agency Plan**

#### **ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

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

Our Agency Plan sets goals and objectives that work towards fulfilling our mission and improving the lives of the people we serve. This comprehensive approach is consistent with and supports:

- Department of Housing and Urban Development's (HUD) strategic plan and initiative to end chronic homelessness,
- Salt Lake County's Consolidated Plan and plan to end chronic homelessness
- State of Utah's plans to end chronic homelessness.

#### **Agency Overview**

The Salt Lake County Commissioners formed the Housing Authority of the County of Salt Lake (HACSL) in 1970. We are a tax-exempt, non-profit, municipal corporation, governed by a seven-member Board nominated by the Salt Lake County Mayor and confirmed by the County Commission. HACSL is not a Salt Lake County agency and receives no funding from local taxation. Board members serve up to five-year terms. Our funding comes from rents we collect and subsidies from the federal government.

HACSL's seven member Board of Commissioners represents various sectors and areas of expertise in our community:

<b>Clarence "Bud" Bailey, Chair-</b>	retired Contractor
<b>Kerry Steadman, Vice Chair-</b>	Salt Lake County
<b>Jeff Bennion -</b>	financial professional
<b>Daniel Hacking-</b>	HACSL housing participant
<b>Phyllis Caruth</b>	retired EEOC Manager
<b>John Dahlstrom Jr.-</b>	attorney
<b>Gaye Littleton</b>	community housing representative

The Housing Authority's annual budget exceeds \$20 million. The Housing Authority staff includes 64 employees, with average job longevity of seven years.

Our mission is to provide and develop quality affordable housing opportunities for individuals and families while promoting self-sufficiency, empowerment and neighborhood revitalization. The Housing Authority values:

- Housing as a basic human right. We strive to provide decent, safe, sanitary and affordable housing through education, advocacy, new construction, preservation, rehabilitation, acquisition and innovative housing opportunities for low-income and special needs populations. We believe that everyone deserves to have a place to live and with that place comes basic responsibilities of paying rent, maintaining the property and not disturbing the neighbors' right to peaceful enjoyment of their environment. We believe in helping individuals maintain their housing assistance.
- Respect for all individuals. We believe that all individuals can and want to contribute to their fullest potential. We value differences. We inspire and enable people to achieve high expectations, standards, and challenging goals. We serve individuals with respect, fairness, consistency, and promote independence and self-sufficiency based on an individual's ability, and by fostering meaningful participation, involvement, and responsibility while maintaining confidentiality.
- Employees. We encourage a positive environment and consistently implement policies, procedures, and practices that promote and encourage employee well being, productivity, and empowerment while offering fair compensation.
- Personal mastery. We believe it is the responsibility of all employees to seek to continually develop the skills and abilities necessary for satisfactory job performance and personal and professional advancement. We expect and encourage technical mastery and excellence in the performance of job tasks and in fulfillment of our goals and objectives. We are honest with employees about their job performance.
- Excellence. We strive to be the best in all areas of strategic importance to our mission, goals, and objectives. We promote openness and communication, sharing of ideas, and taking calculated risks. We benchmark performance rigorously against internal and external objectives. We learn from both our successes and failures. We expect employee performance consistent with their job descriptions, and in compliance with applicable laws, guidelines, regulations, goals, and

objectives. We standardize and streamline employee tasks whenever possible to achieve stated goals and objectives.

- **Collaboration.** We work together with confidence and trust across functions. We take pride in sharing our best practices and learning from our failures and challenges. We build superior relationships with all parties, including our tenants, co-workers, suppliers, and internal and external partners. We actively involve other organizations in improving the quality of life for members of our community through shared objectives and reciprocal values.
- **Accountability.** We believe in operating in a fiscally responsible manner and promoting the efficient use of resources. We strive to provide energy efficient and accessible housing.
- **Creative Problem-Solving.** We promote openness and communication, share ideas, take calculated risks, are accountable, and learn from our mistakes.

HACSL is an award-winning agency with numerous recognitions from the National Association of Housing and Redevelopment Officials (NAHRO), the Department of Housing and Urban Development, and others. Since the inception in 1990 of the performance measurements by HUD's Public Housing Assessment System (PHAS), HACSL has received High Performer status.

HACSL is a full service housing authority that assists individuals, families, elderly, physically and mentally disabled residents who are low income. HACSL has constructed or acquired 626 public housing units serving over 1,300 individuals and families in Salt Lake County. HACSL also provides housing assistance to over 2100 households through the Section 8 Housing Choice Voucher program. In addition, we have 115 units that were acquired through non-federal funds.

## **2007-2008 Goals**

### **Affordable Housing**

Actively work with the communities in Salt Lake County to identify needs and possible locations for housing or low-income residents.

#### **Homeless Programs**

- **Grace Mary Manor (84 units for chronically homeless individuals)**
  - Complete construction in February or March 2008
  - Obtain certification of occupancy January or February 2008
  - Develop formal implementation plan with managers and supervisors to determine staffing and training needs
  - Start waiting list in October 2007
  - Complete eligibility process November 2007 – March 2008

- Hire or reassign staff to be property manager in July 2007 and service coordinator in July 2007
- Formalize memorandums of understanding with partners
- Funding
  - Continue to submit applications to support construction, operating and service costs
  - Secure donation for furniture
- **Explore acquisition of existing properties for housing for the chronically homeless**
- **Homeless Tenant-Based Rental Assistance Programs (transitional housing)**
  - Continue to work with Salt Lake County to house at least 70-85 individuals each year in the Homeless Assistance Rental Program
  - Partner with The Road Home to house 50 households each year
  - Provide ongoing training on housing and related issues to community service providers
  - Educate county officials and community about homeless tenant-based rental assistance programs
  - Implement State Tenant-Based Rental Assistance program to serve 20 households
  - Implement pilot master leasing program to serve homeless mentally ill individuals identified and referred by the jail (\$40,000 for 5-10 individuals)
  - Implement Pathways program for 18 chronically homeless individuals in partnership with State of Utah, The Road Home, Fourth Street Clinic, Valley Mental Health and Volunteers of America, Utah.
  - Work with The Road Home to develop a presentation to promote housing success utilizing tenant-based rental assistance funds.
  - Apply for funding to expand programs
- **Workforce Housing**
  - Explore possibility of acquiring 200 units

#### **HUD Subsidies and other Mainstream Resources**

- Actively lobby HUD and elected officials to increase or maintain funding and service levels for the Section 8, Public Housing, and other federal programs that benefit our clientele
- Actively pursue other funding

#### **Public Housing**

- Submit Stop Loss Request to HUD in October 2007
- Implement asset-based management by July 2007
- Update the Admissions and Continued Occupancy Plan April 2008

- Assess need to designate housing for elderly
- Work with tenants to improve customer service issues identified in PHAS survey

### **Waiting Lists**

- Implement web-based waiting list and new computer program to manage the waiting list
- Implement new processes and procedures in ensure consistency and accuracy:
  - Tracking lease ups and vacancies
  - Purging waiting list
- Evaluate and implement, if practical, a shared waiting list with the Housing Authority of Salt Lake City and West Valley City
- Explore adding preferences based on community needs

### **Housing Choice Section 8 Voucher Program.**

- Update Administrative Plan in April 2008
- Expand services for the 25 Mainstream Vouchers to house people with disabilities who are leaving care centers or hospitals
- Continue to improve accuracy through reviewing and updating the following processes and procedures:
  - Client Moves
  - Rent Reasonableness
  - Hold Codes
  - Rent Reviews
- Ask for program waivers as needed to meet budgetary restrictions
- Implement Project-Basing for chronically homeless individuals and families

### **Resident Services**

- Evaluate implementing Section 8 Home Ownership program by training staff, forming partnerships and exploring funding options
- Design a comprehensive substance abuse prevention program
  - Provide after-school to 200 youth ages 5-12 years old
  - Provide Teen Program to 100 teens each year
  - Implement a parenting program for mothers with children 0-3 years old.
- Evaluate and assess Family Self-Sufficiency program to increase services and client participant
- Continue to partner with The Road Home and Community Action Program to provide the Homeless Prevention Program which provides case management to 40 households
- Implement a training program to increase competencies for staff
- Explore the possibility of obtaining external evaluation for prevention programs

**Maintain High Performer Status**

- Public Housing Assessment System (PHAS)
- Section 8 Management Program (SEMAP)

**Capacity**

- Evaluate staff workload
- Outline and develop plan to meet staff training needs

**Fair Housing**

- Continue to implement plan from voluntary agreement
- Design and implement Fair Housing training for new staff

**iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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**Attachments**

Indicate which attachments are provided by selecting all that apply. Provide the attachment’s name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

**Required Attachments:**

- Admissions Policy for Deconcentration
- FY 2005 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- List of Resident Advisory Board Members
- List of Resident Board Member
- Community Service Description of Implementation
- Information on Pet Policy
- Section 8 Homeownership Capacity Statement, if applicable
- Description of Homeownership Programs, if applicable

**Optional Attachments:**

- PHA Management Organizational Chart
- FY 2005 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

**Supporting Documents Available for Review**

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: 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
	Consolidated Plan for the jurisdiction/s in which the PHA is	Annual Plan:

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Housing Needs
	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies <input 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
	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	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
	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	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

## A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	33426						
Income >30% but <=50% of AMI	31916						
Income >50% but <80% of AMI	36916						
Elderly	24227						
Families with Disabilities	43682						
Race/Ethnicity	N/A						
Race/Ethnicity	N/A						
Race/Ethnicity	N/A						
Race/Ethnicity	N/A						

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 2005
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

## B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the 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/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1970		
Extremely low income <=30% AMI	1498	76.04%	
Very low income (>30% but <=50% AMI)	402	20.41%	
Low income (>50% but <80% AMI)	63	3.20%	
Families with children	987	50.10%	
Elderly families	178	9.04%	
Families with Disabilities	127	6.45%	
Race/ethnicity White	1673	84.92%	
Race/ethnicity Black	176	8.93%	
Race/ethnicity Native American	52	2.64%	
Hispanic	333	16.90%	
Characteristics by Bedroom Size			

Housing Needs of Families on the Waiting List			
(Public Housing Only)			
1BR	865	43.91%	
2 BR	700	35.53%	
3 BR	324	16.45%	
4 BR	68	3.45%	
5 BR	11	.56%	
5+ BR	2	.10%	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Waiting list was purged in January			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required

- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

Build or acquire mixed development housing that serves low-income and market rate tenants.

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

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

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

Select all that apply

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

Offer Family Self-Sufficiency and other supportive services as available.

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

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

Apply for 202 funding as circumstances permit.

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

Offer Project-Based Vouchers to agencies providing supportive housing to chronically homeless individuals or families.

Continue to designate 25 vouchers for individuals and families with disabilities.

Apply for 811 funding as circumstances permit.

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units

- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA’s selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

HUD’s inadequate and unpredictable funding for Public Housing and Section 8.

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2006 grants)</b>		
a) Public Housing Operating Fund	1,348,392	
b) Public Housing Capital Fund	888,334	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
e) Annual Contributions for Section 8 Tenant-Based Assistance	15,060,987	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	n/a	
g) Resident Opportunity and Self-Sufficiency Grants	56,194	
h) Community Development Block Grant	11,399	
i) HOME	473,236	TBRA
Other Federal Grants (list below)		
Shelter Plus Care	802,980	TBRA
HOPWA	38,500	TBRA
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>	1,130,000	
<b>4. Other income (list below)</b>		
Criminal Justice Services Contract	120,000	Master Leasing
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	19,930,022	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

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

**(1) Eligibility**

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

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

HACSL verifies eligibility for admission to public housing when families are at the top of the waiting list by bedroom size.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)

Sex offender list and Utah State NAHRO web-page for money owed to other Utah housing authorities.

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

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

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

**(2) Waiting List Organization**

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

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

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

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

Applicants can download application from HACSL web-page.

Applicants can have applications mailed to them and then return the application by mail.

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2.  Yes  No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?

3.  Yes  No: May families be on more than one list simultaneously  
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

### **(3) Assignment**

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

b.  Yes  No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

### **(4) Admissions Preferences**

a. Income targeting:

- Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

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

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

Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA-resident lease
- The PHA’s Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)

b. How often must residents notify the PHA of changes in family composition?  
(select all that apply)

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list)

**(6) Deconcentration and Income Mixing**

a.  Yes  No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b.  Yes  No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- Adoption of site based waiting lists  
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments  
If selected, list targeted developments below:
- Other (list policies and developments targeted below)

d.  Yes  No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments

- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)

Sex offender list and Utah State NAHRO web-page for money owed to other Utah housing authorities.

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

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

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

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

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

Names of previous landlords for references.

**(2) Waiting List Organization**

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

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

HACSL's site -based waiting lists for project-based vouchers.

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

- PHA main administrative office  
 Other (list below)

Applicants can down load application from HACSL web-page.

Applicants can have applications mailed to them and then return the application by mail.

**(3) Search Time**

a.  Yes  No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

Client needs to make a written request explaining why they were not able to find housing within the 60 day period.

Documented medical condition.

Reasonable accommodation for individuals with a documented disability.

**(4) Admissions Preferences**

a. Income targeting

Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

High rent burden

Other preferences (select all that apply)

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

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

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

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

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

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

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

**(5) Special Purpose Section 8 Assistance Programs**

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

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

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

- Through published notices
- Other (list below)

HACSL notifies community partners of vacancies in special-purpose programs.

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

##### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

##### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

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

b. Minimum Rent

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

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

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

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

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

1.  Yes  No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?
2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:
- d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)
- For the earned income of a previously unemployed household member
  - For increases in earned income
  - Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:
  - Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:
  - For household heads
  - For other family members
  - For transportation expenses
  - For the non-reimbursed medical expenses of non-disabled or non-elderly families
  - Other (describe below)

e. Ceiling rents

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

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

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

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

Other (list below)

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

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

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- Other (list below)

g.  Yes  No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

## **(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

Local market reports.

## B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

HACSL sets the payment standards for each bedroom on an analysis of the number of clients who were paying more than 30% of their income towards rent.

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

- Annually
- Other (list below)

HACSL may choose to review payment standards as needed to assure families are able to find housing.

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

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

Payment standards are also set by financial review and analysis.

**(2) Minimum Rent**

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

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

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

**5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

**A. PHA Management Structure**

Describe the PHA’s management structure and organization.

(select one)

- An organization chart showing the PHA’s management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows:

**B. HUD Programs Under PHA Management**

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use “NA” to indicate that the PHA does not operate any of the programs listed below.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	626	168
Section 8 Vouchers	2135	300
Section 8 Certificates		
Section 8 Mod Rehab		

Special Purpose Section 8 Certificates/Vouchers Project-Based Vouchers	50	5
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs(list individually)		
HOPWA	6	1
TBRA	40	5
HARP	40	5
SPC	133	15

### C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

See Public Housing Occupancy and Management Plan at [www.hacsl.org](http://www.hacsl.org)

(2) Section 8 Management: (list below)

See Section 8 Administrative Plan at [www.hacsl.org](http://www.hacsl.org)

## 6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

### A. Public Housing

1.  Yes  No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

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

**B. Section 8 Tenant-Based Assistance**

1.  Yes  No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- PHA main administrative office
- Other (list below)

**7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

**A. Capital Fund Activities**

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

**(1) Capital Fund Program Annual Statement**

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) CFP2007 and 5yrplan2007.

-or-

- The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

**(2) Optional 5-Year Action Plan**

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

- a.  Yes  No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)
- b. If yes to question a, select one:
- The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) 5yrplan2007
- or-
- The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

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

Applicability of sub-component 7B: 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.

- Yes  No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
  - Revitalization Plan under development
  - Revitalization Plan submitted, pending approval
  - Revitalization Plan approved
  - Activities pursuant to an approved Revitalization Plan underway

Yes  No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

Yes  No: d) 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:

Yes  No: e) 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:

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

1.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

### 2. Activity Description

Yes  No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. Activity type: Demolition <input type="checkbox"/>	
Disposition <input type="checkbox"/>	
3. Application status (select one)	
Approved <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>	
5. Number of units affected:	

6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

**9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1.  Yes  No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

<b>Designation of Public Housing Activity Description</b>
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/>

Submitted, pending approval <input type="checkbox"/>
Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

### **A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1.  Yes  No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

#### 2. Activity Description

Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

<b>Conversion of Public Housing Activity Description</b>
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)

3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1.  Yes  No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved

HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission:	(DD/MM/YYYY)
5. Number of units affected:	
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

**B. Section 8 Tenant Based Assistance**

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 component 12; if “yes”, describe each program using the table below (copy

and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

HACSL plans to implement a Section 8 Home Ownership Program. See Section 8 Administrative Plan,

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, which statement best describes the number of participants? (select one)

- 25 or fewer participants
- 26 - 50 participants
- 51 to 100 participants
- more than 100 participants

b. PHA-established eligibility criteria

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

If yes, list criteria below:

Clients will be need to be participants in the Family Self-Sufficiency Program as well as completed home ownership education and demonstrated financial skills competencies.

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

### **A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

Yes  No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 24/04/1999

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

HACSL offers the Family Self-Sufficiency program and provides financial counseling and home ownership education.

b. Economic and Social self-sufficiency programs

- Yes  No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Financial Counseling / Home Ownership Education</i>	150	<i>Offered inconjunctin with FSS</i>	<i>PHA Main Office Utah State University and volunteers from community banks</i>	<i>Both</i>

**(2) Family Self Sufficiency program/s**

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: 01/03/2007)
Public Housing	50	47
Section 8	100	99

- b.  Yes  No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?  
If no, list steps the PHA will take below:

**C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies

- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

**D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937**

### **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

#### **A. Need for measures to ensure the safety of public housing residents**

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports

- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

3. Which developments are most affected? (list below)  
 Lake Park, Cyprus Park, and Granger

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

2. Which developments are most affected? (list below)  
 All families sites.

**C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

2. Which developments are most affected? (list below)  
 All sites.

**D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2005 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2005 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

#### **14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

#### **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

#### **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1.  Yes  No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
2.  Yes  No: Was the most recent fiscal audit submitted to HUD?
3.  Yes  No: Were there any findings as the result of that audit?
4.  Yes  No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_
5.  Yes  No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

#### **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

- Not applicable
- Private management
- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)

3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

### **18. Other Information**

[24 CFR Part 903.7 9 (r)]

#### **A. Resident Advisory Board Recommendations**

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

- Attached at Attachment (File name) D Hackings Letter 2-21-07 and memo
- Provided below:

3. In what manner did the PHA address those comments? (select all that apply)

- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments  
List changes below:

HACSL removed the preference to waiting list for Section 8 program. See attachment memo

- Other: (list below)

#### **B. Description of Election process for Residents on the PHA Board**

1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

### 3. Description of Resident Election Process

#### a. 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)

#### b. 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)

#### c. 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)

### **C. Statement of Consistency with the Consolidated Plan**

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

1. Consolidated Plan jurisdiction: Salt Lake County
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 in the jurisdiction 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)

HACSL has undertaken the following activities:

- Implemented Homeless Assistance Rental Program to serve 40 homeless clients 50% or more have been recently jail involved. This is funded by Salt Lake County HOME and general funds.

- Provided HOME TBRA to 50 homeless individuals and families in conjunction with The Road Home.
- Implemented State Tenant Based Rental Assistance program to provide transitional housing to 20 homeless households each year.
- Implemented master leasing program with Salt Lake County Division of Criminal Justice Services to provide housing to 17 Mental Health Court clients.
- Implemented a pilot master leasing program to provide housing to 5-10 clients who have a mental illness and high jail usage.
- At the request of the Salt Lake County Council, HACSL purchased Park Hill, a low- income mobile home park to save 30 units of affordable housing.

Other: (list below)

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

Developing 10-year plan to end chronic homelessness.

**D. Other Information Required by HUD**

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

## **Attachments**

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

5yrplan – Capital fund 5 year plan

CFP2007 – Capital fund 2007 plan

D Hacking letter 2-21-07 – Resident Advisory Response to plan

Organizational Chart

Progress Report- Progress on meeting 5 year goals

Project-based voucher adm plan- Policies for Project-based vouchers

RAB- Resident Advisory Members

Memo- outlines changes based on resident, community and staff input



# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name: Housing Authority of the County of Salt Lake.		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2008 PHA FY: 2008	Work Statement for Year 3 FFY Grant: 2009 PHA FY: 2009	Work Statement for Year 4 FFY Grant: 2010 PHA FY: 2010	Work Statement for Year 5 FFY Grant: 2011 PHA FY: 2011
	Annual Statement				
<i>UT 3-6 Union Amp 3</i>					
<i>UT 3-2 South main Amp 3</i>					
<i>UT 3-11 Sunset Amp 3</i>			13,425.00		63,425.00
<i>UT 3-16 Kearns Amp 4</i>					
<i>UT 3-3 Hunter Amp 4</i>		150,000.00	150,000.00	150,000.00	
<i>UT 3-8 Granger Amp 4</i>				63,425.00	
<i>UT 3-3 Acad. Park Amp 4.</i>					150,000.00
<i>Amp 5 Scattered sites.</i>		200,000.00	200,000.00	200,000.00	200,000.00
<i>UT 3-4 High Rise Amp 1</i>		100,000.00	100,000.00	100,000.00	100,000.00
<i>UT 3-12 VFV Amp 2</i>		63,425.00	50,000.00		
<i>UT 3-5 Westlake Amp 4</i>					
<i>UT 3-17 ERIN MEADOWS Amp 3</i>					
<i>PHA WIDE</i>		327,000.00	327,000.00	327,000.00	327,000.00
CFP Funds Listed for 5-year planning		840,425.00	840,425.00	840,425.00	840,425.00

**Capital Fund Program Five-Year Action Plan  
Part II: Supporting Pages—Work Activities**

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2008 PHA FY: 2008			Activities for Year: <u>3</u> FFY Grant: 2009 PHA FY: 2009		
	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
See	<i>UT 3-3 Hunter Amp 4</i>	<i>1. Site and dwelling Improvements</i>	<i>150,000.00</i>	<i>UT 3-3 Hunter Amp 4</i>	<i>1. Site and dwelling Improvements</i>	<i>150,000.00</i>
Annual		<i>2. Physical Improvements. Roof replacements, Windows, doors, siding, electrical upgrades, floor coverings, water heaters,HVAC, paint, faucets, kitchens, and bathrooms.</i>			<i>2. Physical Improvements. Roof replacements, Windows, doors, siding, electrical upgrades, floor coverings, water heaters,HVAC, paint, faucets, kitchens, and bathrooms.</i>	
Statement	<i>Scattered sites Amp 5</i>	<i>1. Site and dwelling Improvements</i>	<i>200,000.00</i>	<i>Scattered sites Amp 5</i>	<i>1. Site and dwelling Improvements</i>	<i>200,000.00</i>
		<i>2. Physical Improvements. Roof replacements, Windows, doors, siding, electrical upgrades, floor coverings, water heaters,HVAC, paint, faucets, kitchens, and bathrooms.</i>			<i>2. Physical Improvements. Roof replacements, Windows, doors, siding, electrical upgrades, floor coverings, water heaters,HVAC, paint, faucets, kitchens, and bathrooms.</i>	
	<i>UT3-4 High Rise Amp 1</i>	<i>1. Site and dwelling Improvements</i>	<i>100,000.00</i>	<i>UT3-4 High Rise Amp 1</i>	<i>1. Site and dwelling Improvements</i>	<i>100,000.00</i>



**Capital Fund Program Five-Year Action Plan  
Part II: Supporting Pages—Work Activities**

Activities for Year :_4__ FFY Grant: 2010 PHA FY: 2010			Activities for Year: __5_ FFY Grant: 2011 PHA FY: 2011		
<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
<i>UT 3-3 Hunter Amp 4</i>	<i>1. Site and dwelling Improvements</i>	<i>150,000.00</i>	<i>UT 3-3 Acad. Park Amp 4</i>	<i>1. Site and dwelling Improvements</i>	<i>150,000.00</i>
	<i>2. Physical Improvements. Roof replacements, Windows, doors, siding, electrical upgrades, floor coverings, water heaters,HVAC, paint, faucets, kitchens, and bathrooms.</i>			<i>2. Physical Improvements. Roof replacements, Windows, doors, siding, electrical upgrades, floor coverings, water heaters,HVAC, paint, faucets, kitchens, and bathrooms.</i>	
<i>UT 3-8 Granger Amp 4</i>	<i>1. Site and dwelling Improvements</i>	<i>63,425.00</i>	<i>UT 3-11 Sunset Amp 4</i>	<i>1. Site and dwelling Improvements</i>	<i>63,425.00</i>
	<i>2. Physical Improvements. Roof replacements, Windows, doors, siding, electrical upgrades, floor coverings, water heaters,HVAC, paint, faucets, kitchens, and bathrooms.</i>			<i>2. Physical Improvements. Roof replacements, Windows, doors, siding, electrical upgrades, floor coverings, water heaters,HVAC, paint, faucets, kitchens, and bathrooms.</i>	

<i>Scattered sites Amp 5</i>	1. Site and dwelling Improvements	200,000.00	<i>Scattered sites Amp 5</i>	1. Site and dwelling Improvements	200,000.00
	2. <i>Physical Improvements. Roof replacements, Windows, doors, siding, electrical upgrades, floor coverings, water heaters,HVAC, paint, faucets, kitchens, and bathrooms</i>			2. <i>Physical Improvements. Roof replacements, Windows, doors, siding, electrical upgrades, floor coverings, water heaters,HVAC, paint, faucets, kitchens, and bathrooms.</i>	
<i>UT3-4 High Rise Amp 1</i>	1. Site and dwelling Improvements	100,000.00	<i>UT3-4 High Rise Amp 1</i>	1. Site and dwelling Improvements	100,000.00
	2. <i>Physical Improvements. Roof replacements, Windows, doors, siding, electrical upgrades, floor coverings, water heaters,HVAC, paint, faucets, kitchens, and bathrooms.</i>			2. <i>Physical Improvements. Roof replacements, Windows, doors, siding, electrical upgrades, floor coverings, water heaters,HVAC, paint, faucets, kitchens, and bathrooms.</i>	
<i>PHA WIDE</i>	1. <i>Operations</i> 2. <i>Management</i> 3. <i>Administration</i>	327,000.00	<i>PHA WIDE</i>	1. <i>Operations</i> 2. <i>Management</i> 3. <i>Administration</i>	327,000.00
<b><i>Total CFP Estimated Cost</i></b>		\$840,425.00			\$840,425.00

## Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Housing Authority of the County of Salt Lake	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant: 2007
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Original Annual Statement  
  Reserve for Disasters/ Emergencies  
  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending:  
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	168,000.00			
3	1408 Management Improvements Soft Costs	10,000.00			
	Management Improvements Hard Costs				
4	1410 Administration	84,000.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	15,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	64,000.00			
10	1460 Dwelling Structures	418,425.00			
11	1465.1 Dwelling Equipment—Nonexpendable	16,000.00			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	65,000.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines.....)	840,425.00			
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security –Soft Costs				

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

<b>PHA Name:</b> Housing Authority of the County of Salt Lake	<b>Grant Type and Number</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2007
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**Original Annual Statement**  **Reserve for Disasters/ Emergencies**  **Revised Annual Statement (revision no: )**  
 **Performance and Evaluation Report for Period Ending:**  **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
	Amount of Line XX related to Security-- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name: Housing Authority County of Salt Lake		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: 2007			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
PHA Wide	1. Operations		1406	Various	168,000.00				
	2. Maintenance staff required on-going professional development training		1408	Various	10,000.00				
	3. Program Admin expenses		1410	Various	84,000.00				
	4. Associate A&E expenses related to MOD improvements		1430	Various	15,000.00				
Amp 3 & 4	5. New vehicles		1475	2	56,400.00				
Amp 4	6. Snowplow		1475	1	5,000.00				
Amp 4	7. Snow blowers		1475	3	3,600.00				
UT 3-3 CYPRUS PARK (MAGNA) Amp 4	1. Dwelling Improvements Roof covering Door/window replacements Plumbing & bath upgrades Interior painting Floor covering Electrical upgrades Kitchen cabinets HVAC upgrades, etc. Exterior siding		1460	Various	257,225.00				
UT 3-3 CYPRUS PARK (MAGNA) Amp 4	1. Replace cracked and raised sidewalks		1450	Various	5,000.00				

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

PHA Name: Housing Authority County of Salt Lake		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: 2007			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
UT 3-4 High Rise Amp 1	1. Repair crack and concrete patio on exterior of building		1460	Various	10,000.00				
UT3-4 High Rise Amp 1	1. Replace copper water lines		1460	Various	12,000.00				
UT3-3 Academy Park Amp 4	1. Replace sidewalks		1450	Various	6,000.00				
UT3-11 Sunset Gardens Amp 3	1. Replace roofs		1460	10	77,000.00				
PHA WIDE 504	1. 504 Site Improvements		1450		20,000.00				
Amp 5 Scattered sites	2. 504 Dwelling Improvements		1460		25,000.00				
Ut3-12 Valley Fair Village Amp 2	1. Replace cracked driveways		1450	Various	15,000.00				
UT3-3 Magna Academy Park Hunter Amp 4	1. Replace damaged sidewalks		1450	Various	8,000.00				
	1. New site storage shed		1450	1	2,000.00				
	2. New site storage shed		1450	1	2,000.00				
	3. New site storage shed		1450	1	2,000.00				
	4. New site storage shed		1450	1	2,000.00				

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

PHA Name: Housing Authority County of Salt Lake		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:				Federal FY of Grant: 2007			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
Amp 5 Scattered sites	1. Replace roofs		1460	Various	9,200.00				
UT3-17 Erin Meadows Amp 3	1. New site storage shed		1450	1	2,000.00				
Amp 5 Scattered sites	1. Replace decks and railings		1460	Various	28,000.00				
UT 3-3 CYPRUS PARK (MAGNA) Amp 4	2. Appliances		1465.1	Various	16,000.00				

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

PHA Name: Housing Authority of the County of Salt Lake		Grant Type and Number Capital Fund Program No: Replacement Housing Factor No:				Federal FY of Grant: 2007	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA WIDE	9/17/09			9/14/11			
UT 3-4	9/17/09			9/14/11			
UT 3-3	9/17/09			9/14/11			
UT 3-31	9/17/09			9/14/11			
UT 3-22	9/17/09			9/14/11			
UT 3-10	9/17/09			9/14/11			
UT 3-26	9/17/09			9/14/11			
UT 3-27	9/17/09			9/14/11			
UT 3-29	9/17/09			9/14/11			
UT 3-12	9/17/09			9/14/11			
OFFICE	9/17/09			9/14/11			
UT 3-2	9/17/09			9/14/11			
UT 3-6/9	9/17/09			9/14/11			
UT 3-31	9/17/09			9/14/11			
UT 3-11	9/17/09			9/14/11			
UT 3-16	9/17/09			9/14/11			
UT 3-17	9/17/09			9/14/11			
UT 3-8	9/17/08			9/14/11			



Janice Kimball  
Housing Authority County of Salt Lake  
3595 South Main Street  
Salt Lake City, Utah 84115

Dear Ms. Kimball,

This letter is in response to the Housing Authority of the County of Salt Lake's Annual Agency Plan for 2007-08. The plan includes the proposal of a waiting list preference. This proposed implementation was the topic of a recent Resident Advisory Board (RAB) meeting. The RAB would like to ask the Housing Authority not to implement the waiting list preference.

The RAB would like to applaud the agencies that are diligently looking for additional ways to fund the programs designed to help the homeless population. These programs are of incredible value to our communities. We would like to encourage these organizations to continue looking for additional ways to fund these programs.

However, all of the clients on the waiting list have a need for housing assistance. The current waiting list is longer than most clients can wait. Each month that they are unable to receive housing assistance is an increased hardship on a family. Asking them to wait, even an additional two months, could displace a client. The RAB recognizes the need for additional programs for the homeless, but feels they should not come at the expense of possibly making other families homeless. The current system of date and time is the fairest for all of our clients.

Thank you for your consideration of this letter.

Sincerely,



Daniel Hacking  
Resident Advisory Board Chairman

---



**HOUSING  
AUTHORITY**  
OF THE COUNTY OF  
SALT LAKE

3595 South Main  
Salt Lake City, UT 84115  
Phone (801) 284-4400  
TDD (801) 284-4407  
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**KERRY W. BATE**  
Executive Director

**Board Chair**  
Clarence A. "Bud" Bailey

**Vice Chair**  
Kerry D. Steadman

**Commissioners**  
Gaye D. Littleton  
John A. Dahlstrom, Jr.  
Jeffrey H. Bennion  
Daniel G. Hacking  
Phyllis Caruth

## Memorandum

To: Kerry Bate  
Board of Commissioners  
From: Janice Kimball  
Date: March 27, 2007  
Subject: PHA Plan

We had good participation in reviewing our Public Housing Agency Plan for 2007-2008. Please see minutes from the public hearing on March 14, 2007 and written comments from four community partners.

Based on the feedback from the Resident Advisory Board, HACSL staff and the community we amended the draft of the PHA Plan with the following changes:

### **Grace Mary Manor**

We changed the completion dates to match the information that we received from Kier Construction.

### **Homeless Programs**

Added goal to implement master leasing for 18 chronically homeless individuals.

### **Waiting List**

Removed preferences for graduates of our transitional housing programs. We plan to create a committee to explore this issue further.

### **Section 8**

Updated processes and procedures to include the following: Rent reviews, client moves, rent reasonableness, and hold codes.

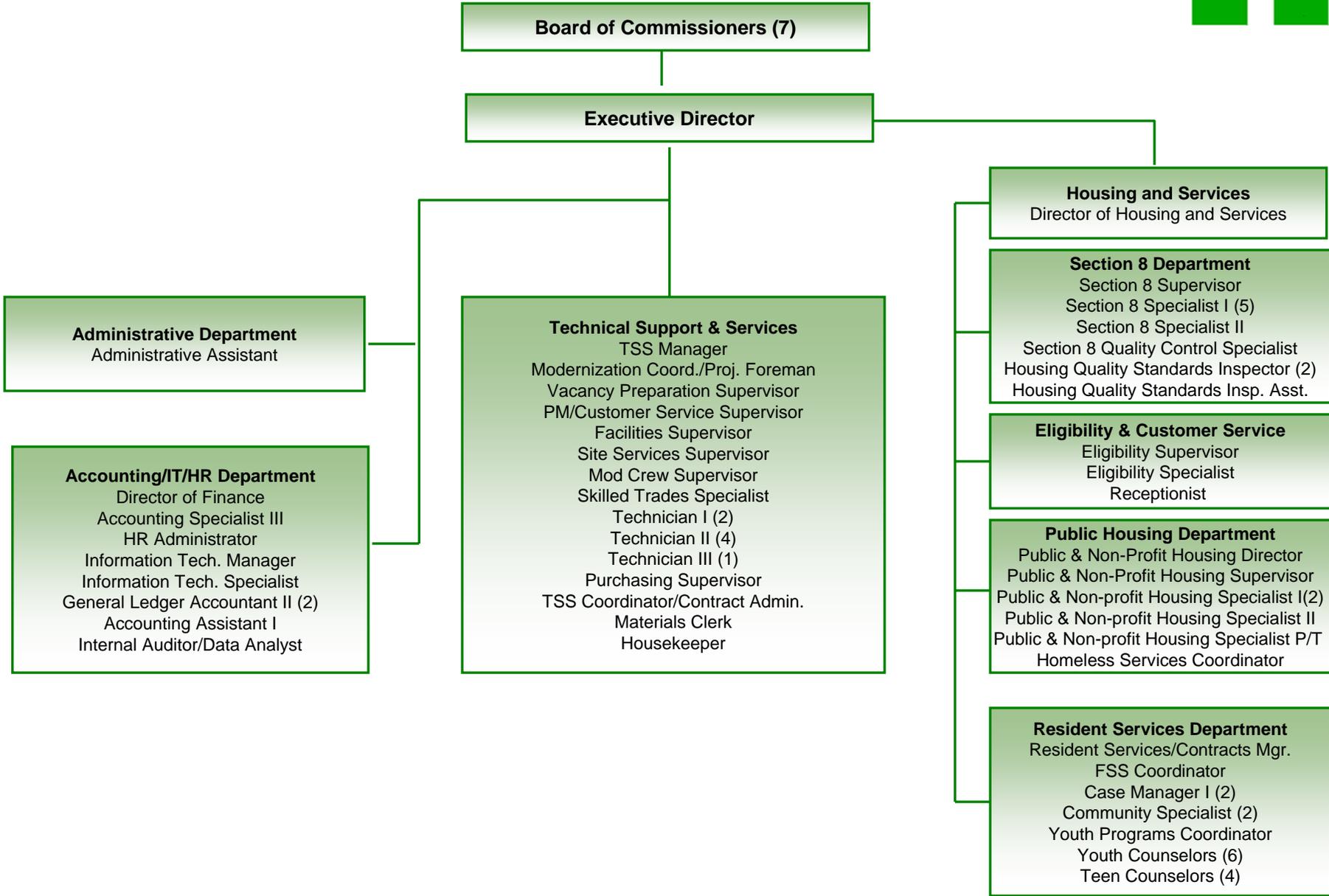
### **Resident Services**

Added goal for our Homeless Prevention Program.  
Defined and set goals for our substance abuse prevention programs.

We also added goals for staff capacity and training and Fair Housing.



**HOUSING AUTHORITY OF THE COUNTY OF SALT LAKE**  
**March 2006**





## **Public Housing**

- √ Plan to implement asset-based management
- √ Update the Admissions and Continued Occupancy Plan
- √ Work with tenants to improve customer service issues identified in survey

Progress to date: HACSL has drafted an asset-based management implementation plan and has completed initial steps

Admissions and Continued Occupancy Plan has been drafted and is out for public comment with formal adoption of March 2007

## **Waiting Lists**

- √ Evaluate and implement, if practical, a shared waiting list with the Housing Authorities of Salt Lake City and West Valley City
- √ Continue to explore adding preferences

Progress to date: HACSL has had three meetings with the Housing Authorities of Salt Lake City and West Valley City. Due to funding and internal challenges, the shared waiting list has been put on hold.

## **Section 8 Voucher Program.**

- √ Update Administrative Plan to reflect program changes as required.
- √ Continue to improve accuracy through reviewing and updating the following
  - processes and procedures:
    - Housing Assistance Payment
    - Utilities
    - Rent Reasonableness
    - Tenant and Landlord debts
  - Evaluate implementing Section 8 Home Ownership program by training staff, forming partnerships and exploring funding options
  - Ask for program waivers as needed to meet budgetary restrictions

Progress to date: HACSL hired an Internal Auditor to audit and process housing assistance payments.

We procured an analyst from the University of Utah to conduct a utility survey and we should have a new allowance schedule in February 2007.

We have improved accounting for tenant and landlord debt through better coordination with Accounting and staff individually tracking debt in monthly reports.

## **Section 8 Project Basing.**

- √ Prepare and submit to HUD a plan to project base some of our Section 8 vouchers for purpose of supporting housing for special needs populations that require intensive services such as the chronically homeless and physically disabled individuals moving out of assisted living.

Progress to date: A plan to project 110 vouchers to house chronically homeless individuals and families was submitted to HUD. 100 vouchers were awarded by Salt Lake County's Housing Committee. The process has been outlined and sent to HUD for approval.

## **Resident Services**

- √ Work to expand youth prevention programs in conjunction with HOI
- √ Evaluate client needs for all housing programs. Work to provide supportive services that allow tenants to be successful in housing such as:

- Family Self-Sufficiency
- Financial Counseling & Home Ownership Education
- Fall Housing Fair in partnership with the Housing Coalition

Progress to date: Additional funding for 2006-2007 has been secured from American Express, G.E. Capital and UBS bank to operate the Kids Program year round.

Participated in Fall Housing Fair. HACSL has also begun a Homeless Prevention Program with Salt Lake County SSBG, The Road Home and Community Action Program. The goal of this program is to help families keep their housing assistance.

#### **Maintain High Performer Status**

- √ Public Housing Assessment System (PHAS)
- √ Section 8 Management Program (SEMAP)

Progress to date: HACSL receive 100% in SEMAP. HUD has not completed PHAS for 2006.

HOUSING AUTHORITY OF THE COUNTY OF SALT LAKE  
3595 South Main Street  
Salt Lake City, UT 84115

Minutes of the Public Hearing  
Wednesday, March 14, 2007  
10:00 a.m.

Annual Agency Plan 2007 - 2008

Present:

Janice Kimball, HACSL	Shawn McMillen, First Step House
Sherrie Rico, HACSL	Tara Rollins, Utah Housing Coalition
Dennis Kelsey, HACSL	Daniel Hacking, Chair, Resident Advisory Board
Joyce Miya, HACSL	Karyn Johnson, Resident Advisory Board
Lasuba Paul, International Rescue Committee	Bonnie Peters, Family Support Center
Liz Felt, NAMI Utah	Diane Spencer, Family Support Center
Saun Teiger, UCAPPA	Michelle Flynn, The Road Home
Nicole Campolucci, Volunteers of America	Dorothy Owen S.L. Co. Comm. Res. & Dev.

The hearing was called to order at 10:00 a.m. by Janice Kimball, Housing & Resident Services Director. Copies of the Executive Summary of the Annual Agency Plan 2007-2008 were distributed.

Janice explained we will take comments from this hearing, along with our Agency Plan, to the Board of Directors meeting March 28 for their response. They can adopt the plan as presented or make alterations.

Janice explained that our agency is considered mid-size nationwide. We serve approximately 3,000 customers each year. Our two largest programs are the Section 8 Housing Choice Voucher and Public Housing. Our programs for the homeless populations have shown significant growth. Shelter Plus Care and Tenant Based Rental Assistance (TBRA), have gone from 185 units for 2005-2006 to a projected 330 for next year.

The discussion began on the 2007-2008 goals. The construction of Grace Mary Manor will be completed February or March 2008 rather than December 2007. Completion of the eligibility process in November – December is 2007 rather than 2006.

Workforce Housing is defined as 50-80% of area median income (AMI). Section 8 and Public Housing serve those at 30-50% of AMI. Tara questioned why we are targeting 50-80% of AMI when there are other organizations targeting the same population. Janice responded that there is a community need, and for organizational stability it makes sense to diversify our housing portfolio.

Do project based vouchers stay with a project? Project-based vouchers are a tool housing authorities use for projects that serve challenging populations. The Board voted to allocate 110 vouchers for project basing and we targeted chronically homeless individuals and families, and asked Randy Jepperson and his housing committee, to award vouchers. The committee recommended the following: Family Support Center, 10; Millcreek II, 20; Crown McDonald, 20 (did not go through); Grace Mary Manor, 50. To date 40 vouchers have not been allocated. A project-based voucher is tied to a unit. After a year the tenant is eligible to move from the project and the

Housing Authority will issue them a Section 8 tenant-based voucher. Tara pointed out that this could lead to the Housing Authority serving a disproportionate amount of chronically homeless individuals.

Tara asked if we are squeezing out the 30-50% of AMI households? She also asked how the Federal budget cuts will affect these project-based vouchers. Janice responded that the project-based vouchers are a re-allocation of our 2,135 vouchers, and that we are prioritizing service to chronically homeless individuals with these vouchers, which may reduce the number of households at 30-50% of AMI. If the Section 8 budget continues to shrink, it is likely the numbers will be reduced on the TBRA side rather than the project-based vouchers.

Tara questioned if the V.A. vouchers will be used in Grace Mary Manor as well? Or will they be located out in the community? Janice explained we have 50 vouchers community based. They will not be eligible for Grace Mary Manor.

Janice explained we are considering implementation of a preference to the waiting list for up to three vouchers per month from transitional housing to Section 8 in order to bridge the gap between being homeless and moving into housing. Graduates would be carefully defined to make sure that clients have all the supports in place to be successful on the regular Section 8 program.

Shawn McMillen explained they have changed their practice, and graduates of the First Step House do not get a certificate of completion until they have accomplished all the goals of the program and no longer receiving services from the First Step House.

Michelle Flynn's understanding is that graduates of transitional housing programs are not limited to traditional housing, but would be graduates of HARP, TBRA. People who were successful and would now need a permanent voucher. This can be very successful primarily for families who The Road Home targets for TBRA vouchers. They have not had any increase in the money for tenant-based rental assistance, for the same amount in 2000. They see it has a good way to increase the number of people they serve without increase in the actual dollars. They completely support the idea. They have mostly families of TBRA who do not need the services after six months. They could move them on where they need to be, and bring on a new family who does need the services. They feel this would really help with the family side where they are focusing right now, because they have other programs for individuals.

Daniel Hacking asked if families are placed on the Section 8 waiting list at the same time they are enrolled in a transitional housing program. The answer was "yes". He expressed if they were on the program for two years, they would be at the top of the Section 8 waiting list anyway. His concern was that pushing the waiting list back two or three months could possibly create a new homeless family. He referred to an earlier comment made by Janice that we have 2,000 on our waiting list, but it could be as high as 4,000. He asked if it had been discussed that by giving the preference if we were not creating more homelessness. Janice responded that it is difficult to directly make that correlation. We realize we are putting a preference over someone else, and that it is a very difficult decision to make.

Shawn McMillen explained about only five percent of the population they serve may need long-term subsidized housing. The vast majority of their clients are falling through a crack, as everything is geared to long-term subsidized housing. They need the 12- to 2- month transitional period.

Tara Rollins expressed concern for families and did not support the use of a waiting list preference. She also felt discouraged that the community didn't have anyone at the session on the hill talking about the Olene Walker Housing Loan Fund money. There was \$400,000 ongoing money. The pot

which was \$2.3 million is now at \$2.8 million. This year the Salt Lake County Housing Authority has already received \$1 million out of that money to go to chronically homeless. The year before it was \$750,000 for chronically homeless for the Salt Lake City Housing Authority. Now The Road Home will more than likely go to Olene Walker for the Holiday Inn project. She stressed that we need people upon the hill advocating for funding.

The management of the International Rescue Committee does a lot of work with refugees. Lasuba Paul sees the need for additional public assistance, especially housing. He ask that the Housing Authority look into the needs of this population, as well as consider a preference on their waiting list.

Michelle Flynn commented she has seen other communities who have used this preference, and it has worked really well. It is another tool to help the homeless population in particular.

Tara asked if there was any money from the State to pilot the creation of a web-based joint waiting list between the three housing authorities in the valley. Janice said she will look into this.

Michelle asked that we add a goal for the homeless prevention program. Janice agreed to do so and apologized for neglecting to include it.

Under Resident Services and Substance Abuse Prevention, Dorothy suggested that it would be clearer if we more specifically defined goals for our after school and teen programs. Janice agreed to do this.

The meeting adjourned at 11:30 a.m.



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**DIRECTORY**  
**RESIDENT ADVISORY BOARD**  
**HOUSING AUTHORITY OF THE COUNTY OF SALT LAKE**

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Roy Davis Pleasant Green	2971 South 8400 West #7 Magna, Utah 84044 250-7474**	
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Mark Miller Pleasant Green	2971 South 8400 West #6 Magna, Utah 84044 triplem@networld.com 250-7978**	Secretary
Wayne Pyle Valley Fair	3060 West 3650 South #45 West Valley City, Utah 84119 964-5482**	
Isabel Quilantan Lambourne Avenue	464 East Lambourne Apt. 4 Salt Lake City, Utah 84115 rwandb@webtv.net 463-4808 home	Treasure
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