

# **PHA Plans**

## **Streamlined Annual Version**

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

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

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

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

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# **Streamlined Annual PHA Plan**

## **for Fiscal Year: 2008**

### **PHA Name: Sedgwick County – KS 169**

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

## Streamlined Annual PHA Plan Agency Identification

**PHA Name:** Sedgwick County

**PHA Number:** ks 169

**PHA Fiscal Year Beginning:** 01/2008

**PHA Programs Administered:**

**Public Housing and Section 8**

Number of public housing units:  
Number of S8 units:

**Section 8 Only**

Number of S8 units: 342

**Public Housing Only**

Number of public housing units:

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

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

**PHA Plan Contact Information:**

Name: Brad Snapp, Director  
TDD: 1 (800) 766-3777

Phone: (316) 660-7276  
Email: bsnapp@sedgwick.gov

**Public Access to Information**

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

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

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

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

If yes, select all that apply:

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

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

Main business office of the PHA       PHA development management offices

Other (list below)

**Streamlined Annual PHA Plan**

**Fiscal Year 2007**

[24 CFR Part 903.12(c)]

12,173.88

**Table of Contents**

[24 CFR 903.7(r)]

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Provide a table of contents for the Plan, including applicable additional requirements, and a list of supporting documents available for public inspection.

11,771.88

**A. PHA PLAN COMPONENTS**

1. Site-Based Waiting List Policies  
 903.7(b)(2) Policies on Eligibility, Selection, and Admissions

2. Capital Improvement Needs  
 903.7(g) Statement of Capital Improvements Needed

3. Section 8(y) Homeownership  
 903.7(k)(1)(i) Statement of Homeownership Programs

4. Project-Based Voucher Programs

5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan.

6. Violence Against Women Act Policy from SCHA Administrative Plan

7. Supporting Documents Available for Review

8. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report

8. Capital Fund Program 5-Year Action Plan

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

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

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

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

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

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

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

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

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

**A. Site-Based Waiting Lists-Previous Year**

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

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

2. What is the number of site based waiting list developments to which families may apply at one time?
3. How many unit offers may an applicant turn down before being removed from the site-based waiting list?
4.  Yes  No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

**B. Site-Based Waiting Lists – Coming Year**

If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to next component.

1. How many site-based waiting lists will the PHA operate in the coming year? None
2.  Yes  No: Are any or all of the PHA’s site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?

3.  Yes  No: May families be on more than one list simultaneously  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- PHA main administrative office
  - All PHA development management offices
  - Management offices at developments with site-based waiting lists
  - At the development to which they would like to apply
  - Other (list below)

## **2. Capital Improvement Needs**

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

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

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

1.  Yes  No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables). If no, skip to B.
2.  Yes  No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

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

Applicability: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

1.  Yes  No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to #3; if yes, provide responses to the items on the chart located on the next page, copying and completing as many times as necessary).
2. Status of HOPE VI revitalization grant(s):

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

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

4.  Yes  No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:

5.  Yes  No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

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

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

2. Program Description:

a. Size of Program

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

If the answer to the question above was yes, what is the maximum number of participants this fiscal year? 4

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:

## 1. Section 8 Eligibility Criteria

Applicants for the homeownership option must meet all of the requirements for participation in the Section 8 Tenant Based Voucher program and complete at least one full-year lease on the Section 8 Tenant Based Rental Program.

## 2. Income Requirements

Applicants will be required to demonstrate sufficient income to meet a minimum income standard, which is intended to assure that the family will have sufficient income to pay homeownership and other family expenses not covered by the Section 8 subsidy. At a minimum, the gross annual income of the adult family members who will own the home at commencement of homeownership assistance must equal at least the Federal minimum hourly wage multiplied by 2,000 hours. This requirement only applies at the time of the initial determination of eligibility.

Except for the elderly or families with disabilities, income counted toward meeting this requirement may not include welfare assistance. For elderly or families with disabilities, welfare assistance shall count in determining whether the family meets the minimum income requirements for homeownership assistance.

The disregard of welfare assistance only affects the determination of minimum monthly income used to determine if a family initially qualifies for commencement of homeownership assistance, but does not affect:

- The determination of income-eligibility for admission to the voucher program;
- Calculation of the amount of the family's total tenant payment; or
- Calculation of the amount of homeownership assistance payments on behalf of the family.

## 3. Employment

Except for elderly or families with disabilities, the family must demonstrate that one or more adult members of the family who will own the home at commencement of homeownership assistance is currently employed on a full-time basis (not less than an average of 30 hours per week), and has been continuously so employed during the year before commencement of the homeownership assistance for the family.

SCHA will consider this requirement to have been met by successive employment during the year if there has not been more than one break in employment of two weeks or more. SCHA will also consider this requirement to be met by self-employment in a business.

This requirement shall not apply for an elderly family or disabled family. Furthermore, if a family which is not elderly or disabled includes a person with disabilities, SCHA may grant an exemption from the employment requirement if it is determined that an exemption is needed as a reasonable accommodation so that the program is readily

accessible to and usable by persons with disabilities in accordance with 24 CFR part 8.

#### 4. First-time Homeowner Requirement

This program will be limited to first-time homeowners. "First time homeowner" precludes any present ownership interest in any residence or in the last three years. However, a family may purchase a unit that it has occupied under a lease-purchase agreement. This program may also provide assistance to a family that owns or is acquiring shares in a cooperative. It may be used by a family that is a first time cooperative homeowner or a family that owned their cooperative unit prior to receiving Section 8 assistance.

The term "first-time homeowner" includes a single parent or displaced homemaker who, while married, owned a home with his or her spouse, or resided in a home owned by his or her spouse.

This requirement shall not preclude a family receiving homeownership assistance from moving to another home with continued Section 8 homeownership assistance within the 15- or 10-year limit of assistance, which shall be cumulative. However, the head of household, and any spouse of the head of household, that has previously defaulted on a mortgage obtained through this homeownership program is barred from receiving future Section 8 homeownership assistance.

#### 5. Homebuyer Education and Post-purchase Counseling

Prior to receipt of Section 8 homeownership assistance the family must attend and satisfactorily complete the pre-assistance education. Post purchase counseling will be tailored to homebuyer needs. The pre-assistance education will include, but not be limited to:

- Budgeting and money management;
- Credit counseling;
- Fair Housing information;
- How to find a home, including information about homeownership opportunities, school, and transportation;
- The advantages of purchasing a home in an area that does not have a high concentration of low-income families;
- How to negotiate the purchase price of a home;
- How to obtain homeownership financing and loan pre-approvals, including a description of types of financing that may be available, and the pros and cons of different types of financing, and the dangers of predatory lending;
- Choosing Insurance;
- The Title Company's role;
- Home and yard maintenance.

## 6. Prior Participation in Homeownership Option

A homeowner family may purchase another home with Section 8 assistance. However, except for the first-time homeowner requirement, all homeownership requirements applicable to the first home purchase remain applicable to any subsequent purchase, and the cumulative assistance shall not exceed the 15 or 10-year limit on Section 8 homeowner assistance. Furthermore, the head of household, and any spouse of the head of household, that has previously defaulted on a mortgage obtained through this homeownership program is barred from receiving future Section 8 homeownership assistance.

## 7. Calculation of Amount of Assistance

The amount of assistance to be provided to the applicant family will be calculated using a modified voucher program payment standard approach. While the family is residing in the home, SCHA shall pay a monthly homeownership payment to the family that is equal to the lower of:

- The payment standard minus the total tenant payment; or
- The family's monthly homeownership expenses minus the total tenant payment.

The payment standard for the family is the lower of:

- The payment standard for the family unit size; or
- The payment standard for the size of the home, and
- The greater of the payment standard at the commencement of homeownership assistance or at the most recent regular reexamination of family income and composition since the commencement of homeownership assistance.

For the purpose of the homeownership program, SCHA will use the same payment standard schedule, payment standard amounts, and subsidy standards as for the Section 8 Voucher Rental Assistance program.

The family's monthly homeownership expenses will be limited to the following:

- Principal and interest on the first and second (as applicable) mortgage debt and any mortgage insurance premium incurred to finance purchase of the home and any refinancing of such debt;
- Real estate taxes and public assessments on the home;
- Home Insurance;
- The cost of premiums for a maintenance reserve program;
- A utility allowance determined according to the schedule of utility allowances for the Section 8 voucher rental assistance program;
- Principal and interest on debt incurred to finance costs needed to make the home accessible for a family member, if SCHA determines that the allowance is needed as a reasonable accommodation;

- If the home is a cooperative or condominium unit, operating charges or maintenance fees assessed by the condominium or cooperative homeowner association.
  - The Housing Authority will annually reexamine family income and composition and make the appropriate adjustment to the monthly assistance amount.
- c. What actions will the PHA undertake to implement the program this year (list)?
- Work with Mennonite Housing Rehabilitation Services, Inc. (MHRS) is a local nonprofit housing agency and their USDA – Rural Housing funded Self-Help housing program.
  - Send letters to eligible clients describing homeownership opportunities
  - Work with Community Housing Services (CHS) – a NeighborWorks America Homeownership Center in Wichita/Sedgwick County. CHS is a nonprofit mortgage lender that provides full service homebuyer education and housing counseling.
  - Help area lenders gain a better understanding of Section 8 homeownership opportunities
3. Capacity of the PHA to Administer a Section 8 Homeownership Program:

Brad Snapp, Sedgwick County Housing Director, completed the National Development Council Housing Development Finance Professional certificate program in 2001. Snapp has 16 years experience in affordable housing development. SCHA has administered two first-time homebuyer programs called Neighborhood Builder that are funded by FHLBank Topeka, KS. Low and very-low income families, including one Section 8 tenant, have purchased homes through this program using FHA, Rural Housing Services (RS), and conventional loan products.

Sedgwick County, Kansas, co-issues a statewide single-family mortgage revenue bond (SFMRB) Program with Shawnee County, Kansas. The SFMRB Program and Neighborhood Builder programs can be used together to increase the buying power of low-income families.

CHS provides homebuyer education, housing counseling, home maintenance training and a tool lending library. They originate first mortgage loans and home improvement loans. CHS provides leadership training for community residents.

Participating homebuyers in the SCHA Section 8 Homeownership Program must contribute at least one-percent of the mortgage amount toward their down payment. Families' must provide these funds their personal resources. Additional financing may include, but not be limited to FHLBank – Topeka's Affordable Housing Program, HOME Investment Partnership Program, Community Development Block Grant, and mortgage backed securities.

Homebuyers will be required to complete post-purchase housing counseling on such topics as maintaining a successful budget, home maintenance and repair, and how to select a repair technician.

SCHA Homeownership Plan is included in the Approved Administration Plan.

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

- Establishing a minimum homeowner down payment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):

MHRS is a Self-Help Housing grant Administrator for USDA Rural Housing Services. SCHA sends Self-Help information to all income-qualified clients in good standing who have held a Section 8 HCV, issued under our program, for at least one year. MHRS selects qualified families, provides on-site construction management, leadership and homebuyer education.

CHS offers mortgage and home improvement loans. Sedgwick County Housing Department partners with CHS by providing matching grants to support their applications to the Federal Home Loan Bank of Topeka for Affordable Housing Program grants. CHS provides homebuyer education, housing counseling, homeowner maintenance training and access to their tool-lending library.

- Demonstrating that it has other relevant experience (list experience below):  
Sedgwick County Housing Department administers two statewide homeownership programs for low and moderate income Kansas families. We have done this successfully for over 20 years. One is called the Kansas Local Government Statewide Housing Program using single-family mortgage revenue bond and the other is Kansas Mortgage Savers - a mortgage credit certificate program. The outcome of both programs combined is over 1000 new homebuyers annually.

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

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

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

1.  Yes  No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:
  - low utilization rate for vouchers due to lack of suitable rental units
  - access to neighborhoods outside of high poverty areas

other (describe below:)

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

## **5. PHA Statement of Consistency with the Consolidated Plan**

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary) only if the PHA has provided a certification listing program or policy changes from its last Annual Plan submission.

1. Consolidated Plan jurisdiction: State of Kansas – Kansas Housing Resources Corporation

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

- The PHA has based its statement of needs of families on its waiting lists on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan – attended public meetings.
- 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)
  - Offer rental assistance to very low and extremely low income families including elderly and persons with disabilities who would be rent burdened without our Section 8 housing voucher program
  - Provide homeownership assistance via Section 8 HCV to two families and help them secure down payment assistance from a local housing agency
  - Give Fair Housing information to all landlords and tenants who participate in SCHA Section 8 HCV program
- Other: (list below)
  - Activities consistent with the Violence Against Women Act
  - VAWA policy from SCHA Administrative Plan adopted 10/17/2007

### ***29.0 PROVISIONS FOR VICTIMS OF DOMESTIC VIOLENCE – Violence Against Women Act (VAWA)***

Housing Assistance Payment (HAP) contracts will be amended for the Violence Against Women Act (VAWA) provisions when HUD issues official form or specific guidance

#### **29.1 Notification**

**Section 8 Clients:** SCHA notifies all Section 8 Clients of their rights and responsibilities under the VAWA provisions listed in this section.

**Property Owners:** SCHA notifies all property owners interested in providing housing for Section 8 clients of the rights and responsibilities of tenants and provisions of VAWA listed in this section.

**Selection:** That an applicant or participant is or has been a victim of domestic violence, dating violence, or stalking is not an appropriate basis for denial of program assistance or for denial of admission of an otherwise qualified applicant.

**Lease Terms Regarding Termination:** An incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be construed as a serious or repeated violation of the lease by the victim or threatened victim of that violence and shall not be good cause for terminating the assistance, tenancy, or occupancy rights of the victim of such violence.

## **29.2 Termination of Assistance/Eviction In HAP Contract [Sec. 8 (o)(7)]**

Criminal activity directly relating to domestic violence, dating violence, or stalking engaged in by a member of a tenant's household or any guest or other person under the tenant's control shall not be cause for termination of tenancy occupancy rights if the tenant or an immediate member of the tenant's family is the victim or threatened victim of that domestic violence, dating violence or stalking.

The owner or manager may bifurcate the lease to remove a lawful occupant or tenant who engages in criminal acts of violence to family members or others without evicting victimized lawful occupants. The lease form will need to be revised.

Once the abuser leaves the assisted dwelling unit the SCHA will conduct an interim recertification and record the change in family composition and possibly change in family income.

SCHA, owner or manager is authorized to honor court orders regarding rights of access or control of the property.

Nothing limits the ability of an owner, manager or SCHA to evict or terminate assistance for other good cause unrelated to the incident or incidents of domestic violence, provided that the victim is not subject to a "more demanding standard" than non-victims.

Nothing is to prohibit termination or eviction if the owner, manager or public housing agency "can demonstrate an actual and imminent threat to other tenants or those employed at or providing service to the property" or public housing agency "if that tenant is not evicted or terminated from assistance."

Nothing in this section shall be construed to supersede any provision of any Federal, State, or local law that provides greater protection than this section for victims of domestic violence, dating violence, or stalking.

### **29.3 Denial of Portability:**

[Sec. 8(r)(5)] a

SCHA will not deny portable voucher assistance to a tenant who violated previous assisted lease terms solely in order to move out quickly because of the fear of domestic violence. The statute provides that a PHA may not terminate or deny portable voucher assistance to a tenant who is otherwise in compliance with program rules moved out of a previous assisted unit in order to “protect the health and safety of an individual who is or has been the victim of domestic violence, dating violence, or stalking and who reasonably believed he or she was imminently threatened by harm from further violence if he or she remained in the assisted dwelling unit.”

[Sec 8(ee)] provides for a certification by the individual of his or her status as a victim of domestic violence, dating violence, or stalking in order to qualify for the protections implemented in the statute and provide for the confidentiality of that certification.

### **29.4 Certification:**

HUD approved Certification form: An owner, manager, or public housing agency responding to these subsections may request that an individual certify via form HUD-50066 (11/2006) certification that the individual is a victim of domestic violence, dating violence, or stalking, and that the incident or incidents in question are bona fide incidents of such actual or threatened abuse and meet the requirements set forth in the aforementioned paragraphs. Such certification shall include the name of the perpetrator.

The individual shall provide such certification within 14 business days after the owner, manager, or SCHA requests such certification in writing. If the certification is not received within 14 business days of the administrator’s written request, nothing would limit the administrator’s ability to evict or terminate assistance. SCHA may extend the 14 day deadline at its discretion if the individual can demonstrate good cause for the delay.

Alternately, an individual may also satisfy the certification requirement by –

1. “providing the requesting owner, manager, or public housing agency with documentation signed by an employee, agent, or volunteer of a victim service provider, an attorney, or a medical professional, from whom the victim has sought assistance in addressing domestic violence, dating violence, or sexual assault, or stalking or the effects of the abuse, in which the professional attests under penalty of perjury (28 U.S.C. 1746) to the professional’s belief that the incident or incidents in question are bona fide incidents of abuse, and the victim of domestic violence, dating violence, or stalking has signed or attested to the documentation;

or

2. “producing a Federal, State, tribal, territorial, or local police or court record.”

This section also provides that compliance with the certification requirements of this section “shall not alone be sufficient to constitute evidence of an unreasonable act or omission by an owner, manager, or public housing agency, or assisted housing provider, or employee thereof.”

**29.5 Confidentiality:**

Information provided by the victim pursuant to the certification shall be retained in confidence and not entered into any shared database nor provided to any related entity except when disclosure is: consented to by the individual in writing, required for use in eviction proceedings, or otherwise required by law.

**29.6 Services:**

SCHA will refer victims of domestic violence, dating violence or stalking comes to the Wichita Area Sexual Assault Center. The Wichita Area Sexual Assault Center (WASAC) offers crisis intervention, support, information and referrals. Direct services to victims and their family and friends are free and confidential. WASAC is a non-reporting agency except in the case of offenders and minors. SCHA continues to seek additional service agencies for victims of domestic and dating violence and stalking.

*End of VAWA Policy*

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

- The 2007 Action Plan has goals to increase affordable housing for low income persons in Kansas.
- Sedgwick County Housing Authority will continue to provide rental assistance to extremely low income families – people with annual incomes at or below 30% of the area median and very low-income families at or below 50% of the area median.
- We provide families with eligible income, per the Section 8 Homeownership Program, and good credit standings information and tools needed to make informed decisions about transitioning from rental to homeownership. Clients can use their housing choice voucher to pay a portion of the mortgage payment.
- We provide Fair Housing information to clients and landlords and refer stakeholders to the Urban League of Kansas for landlord tenant counsel.

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

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

| List of Supporting Documents Available for Review |   |                         |
|---|---|-------------------------|
| Applicable & On Display                           | Supporting Document   | Related Plan Component  |
|   | <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year,</i> | 5 Year and Annual Plans |

| <b>List of Supporting Documents Available for Review</b> |   |  |
|--|---|--|
| <b>Applicable &amp; On Display</b>                       | <b>Supporting Document</b>  | <b>Related Plan Component</b>  |
|  | <i>and Streamlined Five-Year/Annual Plans;</i>  |  |
| X  | <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan</i>  | Streamlined Annual Plans   |
|  | <i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>   | 5 Year and standard Annual Plans   |
| X  | Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement. | 5 Year and Annual Plans  |
| X  | Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.  | Annual Plan: Housing Needs   |
|  | Most recent board-approved operating budget for the public housing program  | Annual Plan: Financial Resources   |
|  | Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.  | Annual Plan: Eligibility, Selection, and Admissions Policies                     |
|  | Deconcentration Income Analysis   | Annual Plan: Eligibility, Selection, and Admissions Policies                     |
|  | Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.  | Annual Plan: Eligibility, Selection, and Admissions Policies                     |
| X  | Section 8 Administrative Plan   | Annual Plan: Eligibility, Selection, and Admissions Policies                     |
|  | Public housing rent determination policies, including the method for setting public housing flat rents.<br><input type="checkbox"/> Check here if included in the public housing A & O Policy.  | Annual Plan: Rent Determination  |
|  | Schedule of flat rents offered at each public housing development.<br><input type="checkbox"/> Check here if included in the public housing A & O Policy.   | Annual Plan: Rent Determination  |
|  | Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input type="checkbox"/> Check here if included in Section 8 Administrative Plan.   | Annual Plan: Rent Determination  |
|  | Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).   | Annual Plan: Operations and Maintenance  |
|  | Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).  | Annual Plan: Management and Operations   |
|  | Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)   | Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency |
| X  | Results of latest Section 8 Management Assessment System (SEMAP)  | Annual Plan: Management and Operations   |
|  | Any policies governing any Section 8 special housing types<br><input type="checkbox"/> Check here if included in Section 8 Administrative Plan  | Annual Plan: Operations and Maintenance  |
|  | Public housing grievance procedures<br><input type="checkbox"/> Check here if included in the public housing A & O Policy   | Annual Plan: Grievance Procedures  |
|  | Section 8 informal review and hearing procedures.<br><input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.   | Annual Plan: Grievance Procedures  |

| <b>List of Supporting Documents Available for Review</b> |   |   |
|--|---|---|
| <b>Applicable &amp; On Display</b>                       | <b>Supporting Document</b>  | <b>Related Plan Component</b>   |
|  | The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.   | Annual Plan: Capital Needs  |
|  | Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.   | Annual Plan: Capital Needs  |
|  | Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.   | Annual Plan: Capital Needs  |
|  | Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).  | Annual Plan: Capital Needs  |
|  | Approved or submitted applications for demolition and/or disposition of public housing.   | Annual Plan: Demolition and Disposition   |
|  | Approved or submitted applications for designation of public housing (Designated Housing Plans).  | Annual Plan: Designation of Public Housing  |
|  | Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937. | Annual Plan: Conversion of Public Housing   |
|  | Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.  | Annual Plan: Voluntary Conversion of Public Housing   |
|  | Approved or submitted public housing homeownership programs/plans.  | Annual Plan: Homeownership  |
| X  | Policies governing any Section 8 Homeownership program (Section 28 of the Section 8 Administrative Plan)  | Annual Plan: Homeownership  |
|  | Public Housing Community Service Policy/Programs<br><input type="checkbox"/> Check here if included in Public Housing A & O Policy  | Annual Plan: Community Service & Self-Sufficiency   |
| X  | Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.   | Annual Plan: Community Service & Self-Sufficiency   |
|  | FSS Action Plan(s) for public housing and/or Section 8.   | Annual Plan: Community Service & Self-Sufficiency   |
|  | Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.  | Annual Plan: Community Service & Self-Sufficiency   |
|  | Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.  | Annual Plan: Community Service & Self-Sufficiency   |
|  | Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G).<br><input type="checkbox"/> Check here if included in the public housing A & O Policy.   | Annual Plan: Pet Policy   |
| X  | The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.  | Annual Plan: Annual Audit   |
|  | Other supporting documents (optional)<br>(list individually; use as many lines as necessary)  | (specify as needed)   |
|  | Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> :<br>Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.   | Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations |

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

| Annual Statement/Performance and Evaluation Report<br>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary                        |   |   |         |                   |                         |
|--|---|---|---------|-------------------|-------------------------|
| PHA Name:  |   | Grant Type and Number<br>Capital Fund Program Grant No:<br>Replacement Housing Factor Grant No: |         |                   | Federal FY<br>of Grant: |
| <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:   ) |   |   |         |                   |                         |
| <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report                                     |   |   |         |                   |                         |
| Line No.   | Summary by Development Account                            | Total Estimated Cost  |         | Total Actual Cost |                         |
|  |   | Original  | Revised | Obligated         | Expended                |
| 1  | Total non-CFP Funds                                       |   |         |                   |                         |
| 2  | 1406 Operations   |   |         |                   |                         |
| 3  | 1408 Management Improvements                              |   |         |                   |                         |
| 4  | 1410 Administration                                       |   |         |                   |                         |
| 5  | 1411 Audit  |   |         |                   |                         |
| 6  | 1415 Liquidated Damages                                   |   |         |                   |                         |
| 7  | 1430 Fees and Costs                                       |   |         |                   |                         |
| 8  | 1440 Site Acquisition                                     |   |         |                   |                         |
| 9  | 1450 Site Improvement                                     |   |         |                   |                         |
| 10   | 1460 Dwelling Structures                                  |   |         |                   |                         |
| 11   | 1465.1 Dwelling Equipment—Nonexpendable                   |   |         |                   |                         |
| 12   | 1470 Nondwelling Structures                               |   |         |                   |                         |
| 13   | 1475 Nondwelling Equipment                                |   |         |                   |                         |
| 14   | 1485 Demolition   |   |         |                   |                         |
| 15   | 1490 Replacement Reserve                                  |   |         |                   |                         |
| 16   | 1492 Moving to Work Demonstration                         |   |         |                   |                         |
| 17   | 1495.1 Relocation Costs                                   |   |         |                   |                         |
| 18   | 1499 Development Activities                               |   |         |                   |                         |
| 19   | 1501 Collateralization or Debt Service                    |   |         |                   |                         |
| 20   | 1502 Contingency  |   |         |                   |                         |
| 21   | Amount of Annual Grant: (sum of lines 2 – 20)             |   |         |                   |                         |
| 22   | Amount of line 21 Related to LBP Activities               |   |         |                   |                         |
| 23   | Amount of line 21 Related to Section 504 compliance       |   |         |                   |                         |
| 24   | Amount of line 21 Related to Security – Soft Costs        |   |         |                   |                         |
| 25   | Amount of Line 21 Related to Security – Hard Costs        |   |         |                   |                         |
| 26   | Amount of line 21 Related to Energy Conservation Measures |   |         |                   |                         |





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

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

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

| <b>Capital Fund Program Five-Year Action Plan</b> |   |                              |                       |  |                              |                       |
|---|---|------------------------------|-----------------------|--|------------------------------|-----------------------|
| <b>Part II: Supporting Pages—Work Activities</b>  |   |                              |                       |  |                              |                       |
| Activities for Year 1                             | Activities for Year : ____<br>FFY Grant:<br>PHA FY: |                              |                       | Activities for Year: ____<br>FFY Grant:<br>PHA FY: |                              |                       |
|   | <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> |
| <b>See</b>  |   |                              |                       |  |                              |                       |
| <b>Annual</b>                                     |   |                              |                       |  |                              |                       |
| <b>Statement</b>                                  |   |                              |                       |  |                              |                       |
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|   |   |                              |                       |  |                              |                       |
|   |   |                              |                       |  |                              |                       |
| Total CFP Estimated Cost                          |   |                              | \$                    |  |                              | \$                    |

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

| Capital Fund Program Five-Year Action Plan<br>Part II: Supporting Pages—Work Activities |                       |                |  |                       |                |
|---|-----------------------|----------------|--|-----------------------|----------------|
| Activities for Year : ____<br>FFY Grant:<br>PHA FY:                                     |                       |                | Activities for Year: ____<br>FFY Grant:<br>PHA FY: |                       |                |
| Development Name/Number   | Major Work Categories | Estimated Cost | Development Name/Number                            | Major Work Categories | Estimated Cost |
|   |                       |                |  |                       |                |
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|   |                       |                |  |                       |                |
| Total CFP Estimated Cost  |                       | \$             |  |                       | \$             |