

PHA Plans

Streamlined Annual Version

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

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

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

Streamlined Annual PHA Plan for Fiscal Year: 2008

PHA Name: South Central MN Multi- County Housing Redevelopment Authority

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: South Central MN Multi-County Housing and Redevelopment Authority

PHA Number: MN219

PHA Fiscal Year Beginning: (mm/yyyy) 01/2008

PHA Programs Administered:

Public Housing and Section 8
 Section 8 Only
 Public Housing Only
 Number of public housing units:
 Number of S8 units: 667
 Number of public housing units:
 Number of S8 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: Peggy Wiese
 Phone: 507-345-1977
 TDD: 507-345-1977
 Email (if available): peggyw@hickorytech.net

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

If yes, select all that apply:

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

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

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

Streamlined Annual PHA Plan
Fiscal Year 2008
[24 CFR Part 903.12(c)]

Table of Contents

[24 CFR 903.7(r)]

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

A. PHA PLAN COMPONENTS

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

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

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

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

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

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

Form SF-LLL & SF-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: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

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

B. Site-Based Waiting Lists – Coming Year

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

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

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

2. Capital Improvement Needs

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

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

A. Capital Fund Program

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

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

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

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

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

3. Yes No: Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name(s) below:
4. Yes No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:
5. Yes No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

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

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

2. Program Description:

a. Size of Program

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

- *The South Central MN Multi-County HRA Section 8 Homeownership program will provide assistance for no more than 25 households who are first-time homebuyers as defined by current HUD policies.*

If the answer to the question above was yes, what is the maximum number of participants this fiscal year? *2 participants expected by 12/31/2007.*

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:

To participate in the Section 8 Homeownership Program a family or individual must:

- *be a participant in the South Central MN Multi-County HRA Housing Choice Voucher Program.*
- *be in full compliance with their rental lease and Housing Choice Voucher program requirements.*
- *terminate their lease arrangement in compliance with the lease.*
- *have no prior default on a residential mortgage.*
- *successfully complete the Home Stretch Program.*
- *have no outstanding debt to SCMMCHRA or any other Housing Authority for previous damages or unpaid rent.*
- *agree to a criminal background check for all adult household members 18 and older and pass it according to specified criteria.*
- *be a first time homebuyer as defined by HUD. HUD defines a first time homebuyer as a family that has not owned or had ownership interest in the past three years.*
- *live in the home they purchase and comply with mortgage requirements.*
- *comply with annual re-certification requirements and appointments.*

Employment and Income Requirement:

Except in the case of elderly and disabled families, one or more adults in the family who will own the home must be employed on a full-time basis and have been continuously employed on a full-time basis for at least one year before commencement of homeownership assistance.

Eligible households must demonstrate a monthly gross income sufficient to meet homeownership and other family expenses. Except in the case of disabled families, the qualified annual income of the adult family members who will own the home must not be less than the Federal minimum hourly

wage multiplied by 2,000 hours, currently \$11,700. For disabled families, the qualified annual income of the adult family members who will own the home must not be less than the monthly Federal Supplemental Security Income (SSI) benefit for an individual living alone multiplied by 12, currently \$7,476 (623 x 12).

Public assistance cannot be counted when qualifying for the minimum income requirement, except as noted above.

Inspection Requirement:

Once a property has been chosen, it must undergo and pass a housing inspection by a SCMMCHRA Housing Inspector. An additional home inspection by a certified private home inspector is also required.

Financial Assistance:

The HRA uses its normal voucher program payment standard schedule to determine the amount of subsidy. The housing assistance payment (HAP) is the lesser of either the payment standard minus the total tenant payment or the family's monthly homeownership expenses minus the total tenant payment. The PHA may make the HAP payment directly to the family or to the lender.

The following types of financing will be prohibited:

- *Financing which includes balloon payments*
- *Private seller financing*

The following types of financing may be prohibited:

- *Interest rates of more than 1 point above current Fannie Mae rate.*
- *Variable interest notes*
- *90-day treasury note rate*

Term Limit:

There is a mandatory term limit of 15 years if the initial mortgage incurred to finance purchase of the home has a term that is 20 years or longer, and for all other cases the maximum term of home-ownership assistance is 10 years. There is no time limit for an elderly or disabled household.

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

SCMMCHRA has received funding for a full-time Homeownership Program Coordinator and a Coordinator was hired in March 2006. Our agency will make contacts with lenders

in our five-county region and may apply for additional funding for down payment assistance. We will make additional efforts to promote the program to current participants.

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

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

- Establishing a minimum homeowner 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):
- Demonstrating that it has other relevant experience (list experience below):

4. Use of the Project-Based Voucher Program

Intent to Use Project-Based Assistance

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

1. Yes No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:
 - low utilization rate for vouchers due to lack of suitable rental units
 - access to neighborhoods outside of high poverty areas
 - other (describe below):
2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

5. PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

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

1. Consolidated Plan jurisdiction: (provide name here)

State of Minnesota

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

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

The State of Minnesota's FY 2007-2011 Consolidated Plan identifies the following top-level strategies that are consistent with the activities to be undertaken by SCMMCHRA in the operation of its programs as follows:

- 1. Providing affordable housing for extremely low income families - SCMMCHRA will continue to make Housing Choice Vouchers available for extremely low and very low income renters;*
- 2. The state will work to encourage the provision of technical assistance and training from well-administered PHAs in the vicinity of the poor-performing PHAs to the "troubled" PHAs – SCMMCHRA will assist in providing necessary technical assistance as needed.*
- 3. Support preservation of assisted housing and programs specifically designed to prevent homelessness – SCMMCHRA will continue to administer Minnesota Housing's Housing Trust Fund Rental Assistance Program to assist individuals and families who are homeless or at risk of becoming homeless. In addition, SCMMCHRA works directly with local agencies serving the needs of the homeless and provides an application preference for the homeless.*
- 4. Provide enhanced community services to special-needs groups that encounter difficulty paying for adequate housing – SCMMCHRA works directly with local agencies serving those with special housing needs and provides an application preference for persons with disabilities.*
- 5. Support community development and revitalization – SCMMCHRA works with local communities and developers to utilize its programs in support of community development and revitalization. SCMMCHRA's programs emphasize the maintenance of quality housing in the community.*

6. *Mitigate the effect of the barriers of zoning, land use and impact fees by giving preference to LIHTC projects that are for rehabilitation of existing housing, thereby avoiding these barriers – SCMMCHRA will continue to work to advocate for and provide rental assistance in affordable housing developments.*
 7. *Accelerate the removal of lead-based paint from Minnesota homes – SCMMCHRA provides all Section 8 participants with the manual, “How to Protect Your Family from Lead in the Home” at the time of their briefing. In addition, SCMMCHRA’s Housing Inspector monitors the rental properties for potential lead based paint and educates property owners about proper removal techniques.*
 8. *Focus available local, state and federal resources to assist low-income individuals and families to acquire useful skills and knowledge, gain access to new opportunities, and achieve economic self-sufficiency – SCMMCHRA administers the Family Self-Sufficiency and Section 8 Homeownership Programs, in which we assess needs, establish priorities and promote self-sufficiency for the clients.*
 9. *Overcome the gaps in service delivery and build capacity in the institutions that deliver housing and community development services – SCMMCHRA will continue to network closely with other agencies to improve and streamline services offered and encourage affordable housing.*
 10. *Improve coordination of the delivery of assistance programs and better target funds to people with the greatest need to end long-term homelessness by 2010 – SCMMCHRA will continue to coordinate efforts with other agencies, being mindful of the goals of Minnesota’s Business Plan to end long-term homelessness.*
 11. *Consolidate and coordinate multiple housing resources into one multifamily application process so that all of Minnesota Housing’s multifamily resources are available through a Consolidated RFP each year – SCMMCHRA supports this coordination of multiple housing resources into one application process.*
3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The State of Minnesota certified that the proposed activities/projects in the Streamlined PHA Plan are consistent with the jurisdiction’s current, approved Comprehensive Housing Affordability Strategy (CHAS) or Consolidated Plan.

Amendments to the Section 8 Administrative Plan (changes are in bold print):

WAITING LIST PREFERENCES:

CHANGE PREFERENCES AND RANKING:

The South Central MN Multi-County H.R.A. will select families based on the following preferences:

- ❖ **Local Residency (Preference Ranking: 1)**
At the time of application, applicants must have been a resident of a city located within Region Nine for 90 days or more (in permanent housing). To determine preference, South Central MN Multi-County H.R.A. requires documentation identifying applicant's current permanent address and length of residency.

- ❖ **Homeless (Preference Ranking: 2)**
Living in a supervised public or privately operated shelter within the HRA's service area (Martin, Nicollet, Sibley, Waseca, Watonwan and Blue Earth counties), that is designed to provide temporary living accommodations such as a welfare hotel, congregate shelter, or transitional housing, public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings, an institution that provides a temporary residence for individuals intended to be institutionalized. To determine Homeless preference for applicants who are living at a battered women's shelter, South Central MN Multi-County H.R.A. requires documentation identifying the victim and alleged abuser. The shelter's Program Manager who screens the applicant must sign this documentation. In addition, the applicant must complete a Domestic Certification. The abuser listed on the Domestic Certification should be the same as the abuser listed on the shelter's letter or notice. All other shelters must also provide documentation that the applicant is a resident of the shelter.

- ❖ **A Veteran servicemember or a dependent family member of a Veteran servicemember (Preference Ranking: 2)**
The South Central MN Multi-County H.R.A.'s definition of a Veteran is: Any person who has been separated under honorable conditions from any branch of the armed forces of the United States after having served on active duty for 181 consecutive days or by reason of disability incurred while serving on active duty, and who is a citizen of the United States or resident alien.

In addition, a person whose deceased spouse also met this definition is eligible to receive a "Veteran" preference for ranking on the waiting list.

- ❖ **Elderly (Preference Ranking: 2)**
62 years of age or older

- ❖ **Disabled (Preference Ranking: 2)**
A person who:
 - *Has a disability as defined in Section 223 of the Social Security Act,*

 - *Is determined, pursuant to regulations issued by the Secretary, to have a physical, mental, or emotional impairment that:*
 - ✓ *is expected to be of long-continued and indefinite duration,*

- ✓ *substantially impedes his or her ability to live independently, and*
- ✓ *is of such a nature that such ability could be improved by more suitable housing conditions, or*

Has a developmental disability as defined in Section 102(7) of the Developmental Disabilities Assistance and Bill of Rights Act.

"Severe chronic disability of an individual five years of age of older that:

is attributable to a mental or physical impairment or combination of mental and physical impairments;

is manifested before the person attains age 22;

is likely to continue indefinitely;

results in substantial functional limitation in three or more of the following areas of major life activity: (1) self care, (2) receptive and responsive language, (3) learning, (4) mobility, (5)self-direction, (6) capacity for independent living, and (7) economic self-sufficiency; and reflects the person's need for a combination and sequences of special, interdisciplinary, or generic services, supports, or other assistance that is of lifelong or extended duration and is individually planned and coordinated, except that such term, when applied to infants and young children means individuals from birth to age 5, inclusive, who have substantial developmental delay or specific congenital or acquired conditions with a high probability of resulting in developmental disabilities if services are not provided. "

This definition does not exclude persons who have the disease of acquired immunodeficiency syndrome or any conditions arising from the etiologic agent for acquired immunodeficiency syndrome.

No individual shall be considered to be a person with disabilities for purposes of eligibility solely based on any drug or alcohol dependence.

❖ **Lease in Place (Preference Ranking: 2)**

A person lives in the unit in which they would like to receive assistance.

The ranking for the preferences used by the South Central MN Multi-County H.R.A. is as follows:

❖ *First Ranking (Must have BOTH Preference 1 and Preference 2):*

<u>Preference 1</u>	<u>Preference 2</u>
Local Residency	Homeless
Local Residency	Disabled
Local Residency	Elderly
Local Residency	Veteran
Local Residency	Lease in Place

❖ *Second Ranking (Must have a Preference 1):*

<u>Preference 1</u>
Local Residency

❖ *Third Ranking (Must have a Preference 2):*

<u>Preference 2</u>
Homeless
Disabled
Elderly
Veteran
Lease in Place

❖ *Fourth Ranking (No Preference):*

Ranked according to date and time of receipt of application only.

SELECTION FROM THE WAITING LIST:

CHANGE:

Based on the above preferences, all families with the first ranking will be offered housing before any families with second, third or fourth rankings, and so forth.

The date and time of application is received in the H.R.A. office will be utilized to determine the sequence within the above-prescribed preferences.

Notwithstanding the above, if necessary to meet the statutory requirement that 75% of newly admitted families in any fiscal year be families who are extremely low-income, the South Central MN Multi-County H.R.A. retains the right to skip higher income families on the waiting to reach extremely low-income families. This measure will only be taken if it appears the goal will not otherwise be met. To ensure this goal is met, the

Housing Authority will monitor incomes of newly admitted families and the income of the families on the waiting list.

If there are not enough extremely low-income families on the waiting list South Central MN Multi-County H.R.A. will conduct outreach on a non-discriminatory basis to attract extremely low-income families to reach the statutory requirement.

WAITING LIST/GROUNDS FOR DENIAL SECTION:

ADDITION:

Violence Against Women Act (VAWA):

If an applicant in the Section 8 program is otherwise eligible, the fact that the applicant or immediate family member is or has been a victim of domestic violence, dating violence, or stalking is not a basis for denial of program assistance or for denial of admission. South Central MN Multi-County H.R.A. may not terminate occupancy rights if the criminal activity is:

- ***Directly related to domestic violence, dating violence, or stalking; and***
- ***Engaged in by a member of the household, or any guest, or another person under the applicant's control; and***
- ***The applicant or the applicant's immediate family member is the victim or threatened victim of this criminal activity.***

South Central MN Multi-County H.R.A. will request that the applicant provide verification of the domestic violence, dating violence or stalking connected with the alleged violations. The applicant will have at least 14 business days to provide it. If the applicant does not provide the requested information, South Central MN Multi-County H.R.A. will proceed with the denial of assistance. The applicant may verify VAWA protection by:

- ***Completing and delivering to the H.R.A. the HUD certification form; or***
- ***Providing documentation signed and sworn under penalty of perjury by an employee, agent, or volunteer of a victim service provider, an attorney, or a medical professional from whom the victim (the applicant or member of the applicant's immediate family) has sought assistance in addressing domestic violence, or stalking or the effects of the abuse; or***
- ***Providing a Federal, State, tribal, territorial, or local police or court record.***

An applicant who has provided acceptable proof that he or she is or has been a victim of domestic or sexual violence shall not be required to provide any additional proof for six (6) months if the applicant's efforts to assert rights under this policy stem from a

claim involving the same perpetrator and there is no intervening or superseding applicable court order.

Health, Safety and the Right to Peaceful Enjoyment of the Premises

The victim shall comply with the lease and Family Obligations of the Housing Choice Voucher and act in a manner which will not disturb the peaceful enjoyment of the premises. To comply with these requirements, the victim may have to take action which may include: a) obtaining and enforcing a restraining or no contact order or order for protection against the perpetrator; b) obtaining and enforcing a trespass against the perpetrator; c) preventing the delivery of the perpetrator's mail to the victim's unit; d) providing certification information; or e) other reasonable measures.

Definitions:

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

"Dating violence" means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim, and where the existence of such a relationship shall be determined based on a consideration of the following factors: the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

"Stalking" means to follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate another person; and in the course of, or as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to: that person; a member of the immediate family of that person; or the spouse or intimate partner of that person.

WAITING LIST/GROUNDS FOR DENIAL/REASONS FOR DENIAL:

ADDITION:

Any applicant, in whose family, a member has failed to satisfy an outstanding debt to a landlord which occurred during previous Section 8 tenancy.

WAITING LIST/FAMILIES AT THE TOP OF THE WAITING LIST:

ADDITION:

When a family's name comes to the top of the waiting list, the family will be notified that they have approximately one to two weeks to contact the H.R.A. office to register for a Section 8 Briefing. Any applicants who fail to contact the H.R.A. office within the specified time period of their name reaching the top of the waiting list will later be offered a second opportunity to attend a subsequent briefing. If they fail to do so, their name will be removed from the waiting list and their application will be made inactive. In addition, they will not be eligible to reapply for Section 8 for six months from the date the application was made inactive.

Applicants will be offered the right to an informal review before being removed from the waiting list.

TERMINATION OF ASSISTANCE SECTION (FOR PARTICIPANTS):

ADDITION:

Violence Against Women Act (VAWA):

If a tenant on the Section 8 program is otherwise eligible, the fact that the tenant or immediate family member is or has been a victim of domestic violence, dating violence, or stalking is not a basis for denial of program assistance. South Central MN Multi-County H.R.A. may not terminate occupancy rights if the criminal activity is:

- ***Directly related to domestic violence, dating violence, or stalking; and***
- ***Engaged in by a member of the household, or any guest, or another person under the tenant's control; and***
- ***The tenant or the tenant's immediate family member is the victim or threatened victim of this criminal activity.***

VAWA also states that an incident or incidents of actual or threatened domestic violence, dating violence or stalking:

- ***Is not a "serious or repeated" violation of the lease if the tenant or immediate family member is the victim of the incident or incidents or actual or threatened domestic violence, dating violence or stalking; and***
- ***Is not good cause for terminating the tenant's assistance, tenancy, or occupancy rights if the tenant or immediate family member is the victim of such actual or threatened domestic violence, dating violence or stalking.***

South Central MN Multi-County H.R.A. will request that the tenant provide verification of the domestic violence, dating violence or stalking connected with the alleged violations. The tenant will have at least 14 business days to provide it. If the tenant does not provide the requested information, South Central MN Multi-County H.R.A. will proceed with the denial of assistance. The tenant may verify VAWA protection by:

- ***Completing and delivering to the H.R.A. the HUD certification form; or***
- ***Providing documentation signed and sworn under penalty of perjury by an employee, agent, or volunteer of a victim service provider, an attorney, or a medical professional from whom the victim (the tenant or member of the tenant's immediate family) has sought assistance in addressing domestic violence, or stalking or the effects of the abuse; or***
- ***Providing a Federal, State, tribal, territorial, or local police or court record.***

A tenant who has provided acceptable proof that he or she is or has been a victim of domestic or sexual violence shall not be required to provide any additional proof for six (6) months if the tenant's efforts to assert rights under this policy stem from a claim involving the same perpetrator and there is no intervening or superseding applicable court order.

Health, Safety and the Right to Peaceful Enjoyment of the Premises

The victim shall comply with the lease and Family Obligations of the Housing Choice Voucher and act in a manner which will not disturb the peaceful enjoyment of the premises. To comply with these requirements, the victim may have to take action which may include: a) obtaining and enforcing a restraining or no contact order or order for protection against the perpetrator; b) obtaining and enforcing a trespass against the perpetrator; c) preventing the delivery of the perpetrator's mail to the victim's unit; d) providing certification information; or e) other reasonable measures.

Definitions:

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

"Dating violence" means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim, and where the existence of such a relationship shall be determined based on a consideration of the following

factors: the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

“Stalking” means to follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate another person; and in the course of, or as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to: that person; a member of the immediate family of that person; or the spouse or intimate partner of that person.

PORTABILITY SECTION:

ADDITION:

Violence Against Women Act (VAWA):

If a family has complied with all other Section 8 requirements and moved out in order to protect the health or safety of an individual who:

- *Was or is the victim of domestic violence, dating violence or stalking, and*
- *Reasonably believed he or she was imminently threatened by harm from further violence if he or she remained in the unit*

In these situations, the family will be allowed to port to a new jurisdiction even if they are breaking their lease by moving out.

MOVES WITHIN SERVICE AREA SECTION:

ADDITION:

Violence Against Women Act (VAWA):

If a family has complied with all other Section 8 requirements and moved out in order to protect the health or safety of an individual who:

- *Was or is the victim of domestic violence, dating violence or stalking, and*
- *Reasonably believed he or she was imminently threatened by harm from further violence if he or she remained in the unit*

In these situations, the family will be allowed to move to a new unit even if they are breaking their lease by moving out.

SECTION 8 HOMEOWNERSHIP PROGRAM:

DELETION:

Be a participant in the Housing Choice Voucher Family Self-Sufficiency Program.

CHANGE

Except in the case of disabled families, the qualified annual income of the adult family members who will own the home must not be less than the Federal minimum hourly wage multiplied by 2,000 hours, currently \$11,700. For disabled families, the qualified annual income of the adult family members who will own the home must not be less than the monthly Federal Supplemental Security Income (SSI) benefit for an individual living alone multiplied by 12, currently \$7,476 (\$623 x 12).

RENT AND HOUSING ASSISTANCE PAYMENTS:

CHANGE:

Maximum subsidy

For the Housing Choice Voucher Program, the maximum payment standard will be the lesser of 90% to 110% of the FMR or the gross rent. The South Central MN Multi-County H.R.A. has the authority to change the Payment Standard based on funding approved by HUD.

Other Changes in Policies and Plan Components that Have Been Revised Since Submission of the Last Annual PHA Plan:

Housing Needs: *As of August 2, 2007, there were approximately 531 households on the waiting list. At the time of the previous submission of the Annual PHA Plan, there were approximately 253 households on the waiting list.*

Progress in meeting 5-year mission and goals:

There have been changes to the following components since the last submission:

Improving the quality of assistance provided to clients:

Achieving and sustaining a utilization rate of 100 percent at all times.

The HRA achieved a 100 percent utilization rate in early 2004. However as a direct result of HUD Notice PIH 2004-7 issued April 22, 2004, changing the HAP funding formula, the HRA began to sustain significant deficits in the HAP account. In response, the HRA was forced to suspend the issuance of new

vouchers until the deficits could be brought under control. By the end of 2004 this had been accomplished. However, the damage had already been done with voucher utilization dropping from 576 (96%) in April to 473 (78.4%) in December. Since that time, the HRA has worked diligently to increase voucher utilization. As of May 1, 2006, the HRA had increased vouchers under lease to 620 (93%), and as of July 1, 2007, vouchers under lease totaled 634 (95%). The HRA has been and will continue to lease vouchers aggressively. As a result of our efforts, the HRA is no longer required to operate with a SEMAP Corrective Action Plan to increase the utilization rate. In fact, due to the manner in which the Section 8 Program is now funded, the HRA will be unable to lease more than 640 of the total 667 vouchers or HAP will be overspent.

Promoting self-sufficiency and asset development of assisted households:
Maintain the number of Section 8 recipients participating on the Family Self-Sufficiency Program (FSS) at 70 participants.

Effective July 1, 2007, there are 42 participants on the Family Self Sufficiency Program. New efforts to increase the minimum program size to 70 participants are being implemented. We expect to be at minimum program size by December 31, 2007.

Admit 5 homeownership clients onto the Homeownership Program by December 31, 2009.

Since May 1, 2003, the Homeownership Program has been in place and South Central MN Multi-County H.R.A. is currently working with homeownership candidates. To date, three families have been admitted to the Homeownership Program with several families soon to be admitted.

Resident Advisory Board consultation process:

All participants of the Section 8 Program were mailed a postcard notifying them of their opportunity to review the Plan and become members of the Resident Advisory Council. Of those who contacted the HRA office regarding the postcard, no one provided any comments or suggestions regarding the Plan.

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, and Streamlined Five-Year/Annual Plans;</i>	5 Year and Annual Plans
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>	Streamlined Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	<i>and Board Resolution to Accompany the Streamlined Annual Plan</i>	
	<i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>	5 Year and standard Annual Plans
	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the method for setting public housing flat rents. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any policies governing any Section 8 special housing types <input type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
	Public housing grievance procedures <input type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	grants.	
	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: "Special Housing Programs" of the Section 8 Administrative Plan)	Annual Plan: Homeownership
	Public Housing Community Service Policy/Programs <input type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
X	Other supporting documents (optional) VAWA (list individually; use as many lines as necessary)	(specify as needed)
	Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> : Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations

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

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

8. Capital Fund Program Five-Year Action Plan

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

