

# 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: Steele Housing Authority

mo022v01.doc

**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:** Steele Housing Authority

**PHA Number:** MO 022

**PHA Fiscal Year Beginning:** (mm/yyyy) 10/2008

**PHA Programs Administered:**

**Public Housing and Section 8**

Number of public housing units:  
Number of S8 units:

**Section 8 Only**

Number of S8 units:

**Public Housing Only**

Number of public housing units: 94

**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: Rita Gestring  
TDD: 573.695.3771

Phone: 573.695.3771  
Email (if available): smha@bpsnetworks.com

**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**

|                                     |  |    |
|-------------------------------------|--|----|
| <input type="checkbox"/>            | 1. Site-Based Waiting List Policies  |    |
|                                     | <b>903.7(b)(2) Policies on Eligibility, Selection, and Admissions</b>  |    |
| <input checked="" type="checkbox"/> | 2. Capital Improvement Needs   | 5  |
|                                     | <b>903.7(g) Statement of Capital Improvements Needed</b>   |    |
| <input type="checkbox"/>            | 3. Section 8(y) Homeownership  |    |
|                                     | <b>903.7(k)(1)(i) Statement of Homeownership Programs</b>  |    |
| <input type="checkbox"/>            | 4. Project-Based Voucher Programs  |    |
| <input checked="" type="checkbox"/> | 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. | 8  |
| <input checked="" type="checkbox"/> | 6. Supporting Documents Available for Review   | 9  |
| <input checked="" type="checkbox"/> | 7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report                                | 11 |
| <input checked="" type="checkbox"/> | 8. Capital Fund Program 5-Year Action Plan   | 14 |
|                                     | 2007 Performance and Evaluation Report   | 17 |
|                                     | 2006 Performance and Evaluation Report   | 20 |
|                                     | VAWA Policy  | 23 |

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

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

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

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

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

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

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

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

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

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

1.  Yes  No: 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.

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

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?

b. PHA-established eligibility criteria

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

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

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

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

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

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

**Intent to Use Project-Based Assistance**

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

1.  Yes  No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:

- low utilization rate for vouchers due to lack of suitable rental units
- access to neighborhoods outside of high poverty areas
- other (describe below):

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

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

[24 CFR Part 903.15]

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

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

The State of Missouri's plan has established the following priorities to address housing needs, which are also the priorities of the Steele Housing Authority:

- A. Maintain its supply of decent, safe and sanitary rental housing that is affordable for low, very low and moderate income families.
  
- B. The modernization of PHA housing for occupancy by low and very low income families.

## 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 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  |
| X   | Most recent board-approved operating budget for the public housing program  | Annual Plan: Financial Resources                                      |
| X   | Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.  | Annual Plan: Eligibility, Selection, and Admissions Policies          |
| X   | Deconcentration Income Analysis   | Annual Plan: Eligibility, Selection, and Admissions Policies          |
| X   | Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input checked="" type="checkbox"/> Check here if included in the public housing A&O Policy.   | Annual Plan: Eligibility, Selection, and Admissions Policies          |
|   | Section 8 Administrative Plan   | Annual Plan: Eligibility, Selection, and Admissions Policies          |
| X   | Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.  | Annual Plan: Rent Determination                                       |
| X   | Schedule of flat rents offered at each public housing development. <input checked="" 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                                       |
| X   | 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                               |
| X   | Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).  | Annual Plan: Management and Operations                                |
| X   | Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)   | Annual Plan: Operations and Maintenance and Community Service & Self- |

| <b>List of Supporting Documents Available for Review</b> |   |   |
|--|---|---|
| <b>Applicable &amp; On Display</b>                       | <b>Supporting Document</b>  | <b>Related Plan Component</b>   |
|  |   | Sufficiency   |
|  | 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   |
| X  | Public housing grievance procedures<br><input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy  | Annual Plan: Grievance Procedures   |
|  | Section 8 informal review and hearing procedures.<br><input type="checkbox"/> Check here if included in Section 8 Administrative Plan.  | Annual Plan: Grievance Procedures   |
| X  | 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  |
| X  | 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  |
| X  | 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   |
| X  | 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  |
|  | Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)   | Annual Plan: Homeownership  |
| X  | Public Housing Community Service Policy/Programs<br><input checked="" 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   |
| X  | 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   |
| X  | Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G).<br><input checked="" 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 Violence Against Women Act (VAWA)  | Annual Plan: VAWA   |
|  | 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<br>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary  |   |                      |  |                   |                                     |
|--|---|----------------------|--|-------------------|-------------------------------------|
| PHA Name: <b>Steele Housing Authority</b>  |   |                      | Grant Type and Number<br>Capital Fund Program Grant No: MO36P022501-08<br>Replacement Housing Factor Grant No: |                   | Federal FY of Grant:<br><b>2008</b> |
| <input checked="" 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:<br><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   | 25,000.00            |  |                   |                                     |
| 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                                     | 24,527.00            |  |                   |                                     |
| 10   | 1460 Dwelling Structures                                  | 75,000.00            |  |                   |                                     |
| 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 Collaterization or Debt Service                      |                      |  |                   |                                     |
| 20   | 1502 Contingency  |                      |  |                   |                                     |
| 21   | Amount of Annual Grant: (sum of lines 2 – 20)             | 124,527.00           |  |                   |                                     |
| 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 |                      |  |                   |                                     |



**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 III: Implementation Schedule**

| PHA Name:<br><b>Steele Housing Authority</b>     |   | Grant Type and Number<br>Capital Fund Program No: MO36P022501-08<br>Replacement Housing Factor No: |        |   |         |        | Federal FY of Grant: 2008        |
|--|---|--|--------|---|---------|--------|----------------------------------|
| Development Number<br>Name/HA-Wide<br>Activities | All Fund Obligated<br>(Quarter Ending Date) |  |        | All Funds Expended<br>(Quarter Ending Date) |         |        | Reasons for Revised Target Dates |
|  | Original                                    | Revised  | Actual | Original                                    | Revised | Actual |                                  |
| HA Wide  | 9/30/10                                     |  |        | 9/30/12                                     |         |        |                                  |
| MO 22-1  | 9/30/10                                     |  |        | 9/30/12                                     |         |        |                                  |
| MO 22-2  | 9/30/10                                     |  |        | 9/30/12                                     |         |        |                                  |
|  |   |  |        |   |         |        |                                  |
|  |   |  |        |   |         |        |                                  |
|  |   |  |        |   |         |        |                                  |
|  |   |  |        |   |         |        |                                  |
|  |   |  |        |   |         |        |                                  |
|  |   |  |        |   |         |        |                                  |
|  |   |  |        |   |         |        |                                  |
|  |   |  |        |   |         |        |                                  |

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

| <b>Capital Fund Program Five-Year Action Plan</b> |                  |                                   |                                   |   |                                   |
|---|------------------|-----------------------------------|-----------------------------------|---|-----------------------------------|
| <b>Part I: Summary</b>                            |                  |                                   |                                   |   |                                   |
| PHA Name<br>Steel Housing Authority               |                  | Steele/ Pemiscot County/Missouri  |                                   | <input checked="" type="checkbox"/> <b>Original 5-Year Plan</b><br><input type="checkbox"/> <b>Revision No:</b> |                                   |
| Development Number/Name/HA-Wide                   | Year 1           | Work Statement for Year 2         | Work Statement for Year 3         | Work Statement for Year 4   | Work Statement for Year 5         |
|   |                  | FFY Grant: 501-09<br>PHA FY: 2009 | FFY Grant: 501-10<br>PHA FY: 2010 | FFY Grant: 501-11<br>PHA FY: 2011   | FFY Grant: 501-12<br>PHA FY: 2012 |
|   | Annual Statement |                                   |                                   |   |                                   |
| HA Wide Operations                                |                  | 25,000                            | 25,000                            | 25,000  | 25,000                            |
| MO 22-1   |                  | 99,527                            | 72,500                            | 99,527  | 69,527                            |
| MO 22-2   |                  | 0                                 | 27,027                            | 0   | 30,000                            |
|   |                  |                                   |                                   |   |                                   |
|   |                  |                                   |                                   |   |                                   |
|   |                  |                                   |                                   |   |                                   |
|   |                  |                                   |                                   |   |                                   |
|   |                  |                                   |                                   |   |                                   |
| CFP Funds Listed for 5-year planning              |                  | 124,527.00                        | 124,527.00                        | 124,527.00  | 124,527.00                        |
|   |                  |                                   |                                   |   |                                   |
| Replacement Housing Factor Funds                  |                  |                                   |                                   |   |                                   |



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

| Activities for Year : <u>  4  </u><br>FFY Grant: 501-11<br>PHA FY: 2011 |                        |                  | Activities for Year: <u>  5  </u><br>FFY Grant: 501-12<br>PHA FY: 2012 |                                    |                  |
|---|------------------------|------------------|--|------------------------------------|------------------|
| Development Name/Number   | Major Work Categories  | Estimated Cost   | Development Name/Number  | Major Work Categories              | Estimated Cost   |
| HA Wide   | Housing Operations     | 25,000           | HA Wide  | Housing Operations                 | 25,000           |
|   | <b>Subtotal</b>        | <b>25,000</b>    |  | <b>Subtotal</b>                    | <b>25,000</b>    |
|   |                        |                  |  |                                    |                  |
|   |                        |                  |  |                                    |                  |
| MO 22-1   | A. Replace entry doors | 10,000           | MO 22-1  | A. Driveway & sidewalk replacement | 30,000           |
|   | B. Replace floor tiles | 89,527           |  | B. Complete floor tile replacement | 39,527           |
|   | <b>Subtotal</b>        | <b>99,527</b>    |  | <b>Subtotal</b>                    | <b>69,527</b>    |
|   |                        |                  |  |                                    |                  |
|   |                        |                  | MO 22-2  | Driveway and sidewalk replacement  | 30,000           |
|   |                        |                  |  | <b>Subtotal</b>                    | <b>30,000</b>    |
|   |                        |                  |  |                                    |                  |
|   |                        |                  |  |                                    |                  |
|   |                        |                  |  |                                    |                  |
|   |                        |                  |  |                                    |                  |
|   |                        |                  |  |                                    |                  |
|   |                        |                  |  |                                    |                  |
| <b>Total CFP Estimated Cost</b>   |                        | <b>\$124,527</b> |  |                                    | <b>\$124,527</b> |

## 2007 Capital Fund Program Performance and Evaluation Report

| Annual Statement/Performance and Evaluation Report<br>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary   |   |                      |  |                   |                                     |
|---|---|----------------------|--|-------------------|-------------------------------------|
| PHA Name: <b>Steele Housing Authority</b>   |   |                      | Grant Type and Number<br>Capital Fund Program Grant No: MO36P022501-07<br>Replacement Housing Factor Grant No: |                   | Federal FY of Grant:<br><b>2007</b> |
| <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/08 <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   | 46,557.00            |  | 46,557            | 0.00                                |
| 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                                  | 71,428.00            |  | 71,428            | 0.00                                |
| 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)             | 117,985.00           |  | 117,985.00        | 0.00                                |
| 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 |                      |  |                   |                                     |



**2007 Capital Fund Program Performance and Evaluation Report**

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

| PHA Name:<br><b>Steele Housing Authority</b>     |   | Grant Type and Number<br>Capital Fund Program No: MO36P022501-07<br>Replacement Housing Factor No: |         |   |         |        | Federal FY of Grant: 2007        |  |
|--|---|--|---------|---|---------|--------|----------------------------------|--|
| Development Number<br>Name/HA-Wide<br>Activities | All Fund Obligated<br>(Quarter Ending Date) |  |         | All Funds Expended<br>(Quarter Ending Date) |         |        | Reasons for Revised Target Dates |  |
|  | Original                                    | Revised  | Actual  | Original                                    | Revised | Actual |                                  |  |
| HA Wide  | 9/13/09                                     | 3/31/08  | 3/31/08 | 9/13/09                                     |         |        |                                  |  |
| MO 22-1  | 9/13/09                                     | 3/31/08  | 3/31/08 | 9/13/09                                     |         |        |                                  |  |
|  |   |  |         |   |         |        |                                  |  |
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## 2006 Capital Fund Program Performance and Evaluation Report

| <b>Annual Statement/Performance and Evaluation Report</b><br><b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>  |   |                      |   |                   |  |
|--|---|----------------------|---|-------------------|--|
| <b>PHA Name: Steele Housing Authority</b>  |   |                      | <b>Grant Type and Number</b><br>Capital Fund Program Grant No: MO36P022501-06<br>Replacement Housing Factor Grant No: |                   | <b>Federal FY of Grant:</b><br><br><b>2006</b> |
| <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/08 <input checked="" 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   | 50,000.00            |   | 50,000.00         | 50,000.00                                      |
| 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                                  | 71,428.00            |   | 71,428.00         | 71,428.00                                      |
| 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 Collaterization or Debt Service                      |                      |   |                   |  |
| 20   | 1502 Contingency  |                      |   |                   |  |
| 21   | Amount of Annual Grant: (sum of lines 2 – 20)             | 121,428.00           |   | 121,428.00        | 121,428.00                                     |
| 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 |                      |   |                   |  |



**2006 Capital Fund Program Performance and Evaluation Report**

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

| PHA Name:<br><b>Steele Housing Authority</b>     |   | Grant Type and Number<br>Capital Fund Program No: MO36P022501-06<br>Replacement Housing Factor No: |         |   |         |         | Federal FY of Grant: 2006        |  |
|--|---|--|---------|---|---------|---------|----------------------------------|--|
| Development Number<br>Name/HA-Wide<br>Activities | All Fund Obligated<br>(Quarter Ending Date) |  |         | All Funds Expended<br>(Quarter Ending Date) |         |         | Reasons for Revised Target Dates |  |
|  | Original                                    | Revised  | Actual  | Original                                    | Revised | Actual  |                                  |  |
| HA Wide  | 7/18/08                                     | 6/30/07  | 6/30/07 | 7/18/10                                     | 8/31/07 | 8/31/07 |                                  |  |
| MO 22-1  | 7/18/08                                     | 6/30/07  | 6/30/07 | 7/18/10                                     | 8/31/07 | 8/31/07 |                                  |  |
|  |   |  |         |   |         |         |                                  |  |
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## Violence Against Women Act (VAWA) Policy

Title VI of the VAWA adds a new housing provision that establishes several categories of protected individuals. Under the law victims of domestic violence, dating violence, sexual assault, and stalking are granted protections and cannot be denied or terminated from housing or housing assistance because of activity that is directly related to domestic violence. 2005 VAWA Pub. L. 109-162; Stat. 2960 signed into law on January 5, 2006 and codified at 42 U.S.C. §1437d(l) and 1435f(d), (0) & 1 and (u)

### 1.0 Purpose

The purpose of this Policy is to reduce domestic violence, dating violence, and stalking and to prevent homelessness by:

- (a) protecting the safety of victims;
- (b) creating long-term housing solutions for victims;
- (c) building collaborations among victim service providers; and
- (d) assisting SHA to respond appropriately to the violence while maintaining a safe environment for SHA, employees, tenants, applicants, program participants and others.

The policy will assist the Steele Housing Authority (SHA) in providing rights under the Violence Against Women Act to its applicants, public housing residents, and other program participants.

This Policy is incorporated into SHA's "Admission and Continued Occupancy Policy" and applies to all SHA housing programs.

### 2.0 Definitions

The definitions in this Section apply only to this Policy.

- 2.1 **Confidentiality:** Means that SHA will not enter information provided to SHA by a victim alleging domestic violence into a shared database or provide this information to any related entity except as stated in 3.4
- 2.2 **Dating Violence:** Violence committed by a person (a) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (b) where the existence of such relationship shall be determined based on a consideration of the following factors: (i) the length of the relationship; (ii) the type of relationship; (iii) the frequency of interaction between the persons involved in the relationship. 42 U.S.C. §1437d (u)(3)(A), § 13925.
- 2.3 **Domestic Violence:** Felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, committed by a person with whom the victim shares a child in common, committed by a person who is cohabitating with or has cohabitated with the victim as a spouse, committed by a person similarly situated to a spouse of the victim under the domestic or family violence laws of Missouri, or committed by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of Missouri. 42 U.S.C. §1437d(u)(3)(B), § 13925.

## Violence Against Women Act (VAWA) Policy

- 2.4 **Immediate Family Member:** A spouse, parent, brother or sister, or child of a victim or an individual to whom the victim stands *in loco parentis*; or any other person living in the household of the victim and related to the victim by blood or marriage. 42 U.S.C. § 1437d(u)(3)(D), § 13925.
- 2.5 **Perpetrator:** A person who commits an act of domestic violence, dating domestic violence or stalking against a victim.
- 2.6 **Stalking:** (a) to follow, pursue or repeatedly commit acts with the intent to kill, injure, harass or intimidate the victim; (b) to place under surveillance with the intent to kill, injure, harass or intimidate the victim; (c) in the course of, or as a result of such following, pursuit, surveillance, or repeatedly committed acts, to place the victim in reasonable fear of the death of, or serious bodily injury to the victim; or (d) to cause substantial emotional harm to the victim, a member of the immediate family of the victim or the spouse or intimate partner of the victim. 42 U.S.C. §1437d(u)(3)(C), § 13925.
- 2.7 **Bona Fide Claim:** A *bonafide* claim of domestic violence, dating violence or stalking must include incidents that meet the terms and conditions in the above definitions.
- 2.8 **Victim:** Is a person who is the victim of domestic violence, dating violence, or stalking under this Policy and who has timely and completely completed the certification under 3.2 and 3.3 or as requested by SHA.

### 3.0 Certification and Confidentiality

#### 3.1 Failure to Provide Certification Under 3.2 and 3.3

The person claiming protection under VAWA shall provide complete and accurate certifications to SHA, owner or manager within 14 business days after the party requests in writing that the person completes the certifications. If the person does not provide a complete and accurate certification within the 14 business days, SHA, owner or manager may take action to deny or terminate participation or tenancy. 42 U.S.C. §14371 (5) & (6); 42 U.S.C. § 1437F(c)(9); 42 U.S.C. §1437f(d)(l)(B)(ii)&(iii); 42 U.S.C. §1437f(o)(7)(C)&(D); or 42 U.S.C. §1437f(o)(20) or for other good cause.

#### 3.2 HUD Approved Certification

For each incident that a person is claiming as abuse, the person shall certify to SHA, owner or manager their victim status by completing a HUD approved certification form. The person shall certify the date, time and description of the incidents, that the incidents are *bonafide* incidents of actual or threatened abuses and meet the requirements of VAWA and this Policy. The person shall provide information to identify the perpetrator including but not limited to the name and, if known, all alias names, date of birth, address, contact information such as postal, e-mail or internet address, telephone or facsimile number or other identification.

## **Violence Against Women Act (VAWA) Policy**

### **3.3 Confirmation of Certification**

A person who is claiming victim status shall provide to SHA, an owner or manager: (a) documentation signed by the victim and an employee, agent or volunteer of a victim service provider, an attorney, or a medical professional from whom the victim has sought assistance in addressing domestic violence, dating violence or stalking or the effects of the abuse, in which the professional attests under penalty of perjury (28 U.S.C. §1746) the professional's belief that the incident(s) in question are *bonafide* incidents of abuse; or (b) a federal, state, tribal, territorial, local police or court record.

### **3.4 Confidentiality**

SHA, the owner and managers shall keep all information provided to SHA under this Section confidential. SHA, owner and manager shall not enter the information into a shared database or provide to any related entity except to the extent that:

- (a) the victim request or consents to the disclosure in writing;
- (b) the disclosure is required for eviction from public housing under 42 U.S.C. §1437 l(5)&(6)(See Section 4 in this Policy)

## **4.0 Appropriate Basis for Denial of Admission, Assistance or Tenancy**

- 4.1 SHA shall not deny participation or admission to a program on the basis of a person's abuse status, if the person otherwise qualifies for admission of assistance.
- 4.2 An incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be a serious or repeated violation of the lease by the victim and shall not be good cause for denying to a victim admission to a program, terminating occupancy rights, or evicting a tenant.
- 4.3 Criminal activity directly related to domestic violence, dating violence, or stalking engaged in by a member of a tenant's household or any guest or other person under the tenant's control shall not be cause for termination of assistance, tenancy, or occupancy rights if the tenant or an immediate member of the tenant's family is the victim of that domestic violence, dating violence or stalking.
- 4.4 Notwithstanding Sections 4.1, 4.2, and 4.2, SHA, an owner or manager may bifurcate a lease to evict, remove or terminate assistance to any individual who is a tenant or lawful occupant and who engages in criminal acts of physical violence against family members or others without evicting, removing, terminating assistance to or otherwise penalizing the victim of the violence who is also a tenant or lawful occupant. 42 U.S.C. §1437d(l)(6)(B)

## **Violence Against Women Act (VAWA) Policy**

- 4.5 Nothing in Sections 4.1, 4.2, and 4.3 shall limit the authority of SHA, an owner or manager, when notified, to honor court orders addressing rights of access to or control of the property, including civil protection orders issued to protect the victim and issued to address the distribution or possession of property among the household members when the family breaks up.
- 4.6 Nothing in Sections 4.1, 4.2, and 4.3 limits SHA, an owner or manager's authority to evict or terminate assistance to any tenant for any violation of lease not premised on the act or acts of violence against the tenant or a member of the tenant's household. However SHA, owner or manager may not hold a victim to a more demanding standard.
- 4.7 Nothing in Sections 4.1, 4.2, and 4.3 limits SHA, an owner or manager's authority to evict or terminate assistance, or deny admission to a program if the SHA, owner or manager can show an actual and imminent threat to other tenants, neighbors, guests, their employees, persons providing service to the property or others if the tenant family is not evicted or terminated from assistance or denied admission.
- 4.8 Nothing in Sections 4.1, 4.2, or 4.3 limits SHA, an owner or manager's authority to deny admission, terminate assistance or evict a person who engages in criminal acts including but not limited to acts of physical violence or stalking against family members or others.

### **4.9 Actions Against a Perpetrator**

The SHA may evict, terminate assistance, deny admission to a program or trespass a perpetrator from its property under this Policy. The victim shall take action to control or prevent the domestic violence, dating violence, or stalking. The action may include but is not limited to: (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) enforcing SHA or law enforcement's trespass of the perpetrator; (d) preventing the delivery of the perpetrator's mail to the victim's unit; (e) providing identifying information listed in 3.2; and (f) other reasonable measures.

## **5.0 SHA Right to Terminate Housing and Housing Assistance Under this Policy**

- 5.1 Nothing in this Policy will restrict the SHA, owner or manager's right to terminate tenancy for lease violations by a resident who claims VAWA as a defense if it is determined by the SHA, owner or manager that such a claim is false.
- 5.2 Nothing in this Policy will restrict the SHA right to terminate tenancy if the victim tenant (a) allows a perpetrator to violate a court order relating to the act or acts of violence; or (b) if the victim tenant allows a perpetrator who has been barred from SHA property to come onto SHA property including but not limited to the victim's unit or any other area under their control; or (c) if the victim tenant fails to cooperate with an established safety strategy as designed by a local victim support service provider (see 7.2).

## **Violence Against Women Act (VAWA) Policy**

- 5.3 Nothing in this Policy will restrict the SHA right to terminate housing and housing assistance if the victim tenant who claims as a defense to an eviction or termination action relating to domestic violence has engaged in fraud and abuse against a federal housing program; especially where such fraud and abuse can be shown to have existed before the claim of domestic violence was made. Such fraud and abuse includes but is not limited to unreported income and ongoing boarders and lodgers violations, or damage to property.

### **6.0 Statements of Responsibility of Tenant Victim, the SHA to the Victim, and to the Larger Community.**

- 6.1 A tenant victim has no less duty and responsibility under the lease to meet and comply with the terms of the lease than any other tenant not making such a claim. Ultimately all tenants must be able to take personal responsibility for themselves and exercise control over their households in order to continue their housing and housing assistance. The SHA will continue to issue lease violation notices to all residents who violate the lease including those who claim a defense of domestic violence.
- 6.2 SHA recognizes the pathologic dynamic and cycle of domestic violence and a victim of domestic violence will be referred to local victim support service providers to help victims break the cycle of domestic violence through counseling, referral and development of a safety strategy.
- 6.3 A tenant victim must take personal responsibility for exercising control over their household by accepting assistance and complying with the safety strategy or plan to best of victim's ability and reason under the circumstances. Failure to do this may be seen as other good cause.
- 6.4 All damages including lock changes will be the responsibility of the tenant victim. This is in keeping with other agency policies governing tenant caused damages.

### **7.0 Notice to Applicants, and Participants.**

SHA shall provide notice to applicants, participants, tenants, managers and owners of their rights and obligations under Section 3.4 Confidentiality and Section 4.0 Appropriate Basis for Denial of Admission, Assistance or Tenancy.

- 7.1 If the SHA, owner or manager knows that an applicant to or participant in a SHA housing program is the victim of dating violence, domestic violence or stalking, the SHA, owner or manager shall inform that person of this Policy and the person's rights under it.

### **8.0 Reporting Requirements**

SHA shall include in its 5-year plan a statement of goals, objectives, policies or programs that will serve the needs of victims. SHA shall also include a description of activities, services or programs provided or offered either directly or in partnership with other service providers to victims, to help victims obtain or maintain housing or to prevent the abuse or to enhance the safety of victims.

## **Violence Against Women Act (VAWA) Policy**

### **9.0 Conflict and Scope**

This Policy does not enlarge SHA's duty under any law, regulation or ordinance. If this Policy conflicts with the applicable law, regulation or ordinance, the law, regulation or ordinance shall control. If this Policy conflicts with another SHA policy such as its Statement of Policies, this Policy will control.

### **10.0 Amendment**

The Executive Director may amend this policy when it is reasonably necessary to effectuate the Policy's intent, purpose or interpretation. The proposed amendment along with the rationale for the amendment shall be submitted to the Executive Director for consideration. Where reasonably necessary, the Executive Director may approve the amendment. The amendment shall be effective and incorporated on the date that the Executive Director signs the amendment.