

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

PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009

Annual Plan for Fiscal Year 2008

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

PHA Plan Agency Identification

PHA Name: COLUMBIANA METROPOLITAN HOUSING
AUTHORITY

PHA Number: OH026

PHA Fiscal Year Beginning: 07/2008

PHA Programs Administered:

Public Housing and Section 8 Section 8 Only Public Housing Only
Number of public housing units: 479 Number of S8 units: 562

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

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

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHA FISCAL YEARS 2005 - 2009
[24 CFR Part 903.5]

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- X The PHA's mission is: (state mission here)

The Columbiana Metropolitan Housing Authority has the responsibility to provide safe, decent and affordable housing to its residents as well as promote customer satisfaction, pride and respect by working with residents for strong and safe neighborhoods.

B. Goals

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

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

- X PHA Goal: Expand the supply of assisted housing
Objectives:
- X Apply for additional rental vouchers:
 - X Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- X PHA Goal: Improve the quality of assisted housing
Objectives:
- X Improve public housing management: (PHAS score) 93
 - X Improve voucher management: (SEMAP score) 96
 - Increase customer satisfaction:

- Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
- X Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

X PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- X Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- X Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

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

X PHA Goal: Provide an improved living environment

Objectives:

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

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:

- X Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

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

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2008
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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18. Other Information

Attachments

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

Required Attachments:

- X Admissions Policy for Deconcentration
- X FY 2008 Capital Fund Program Annual Statement (oh026c01)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- X List of Resident Advisory Board Members (oh026d01)
- X List of Resident Board Member (oh026d01)
- Community Service Description of Implementation
- Information on Pet Policy
- Section 8 Homeownership Capacity Statement, if applicable
- Description of Homeownership Programs, if applicable

Optional Attachments:

- X PHA Management Organizational Chart
- X FY 2008 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- X Other (List below, providing each attachment name)
- Voluntary Coversion of Public Housing Analysis (oh026b01)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	any active CIAP grant	
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program X check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	5	5	3	4	5	1	1
Income >30% but <=50% of AMI	5	5	3	4	5	1	1
Income >50% but <80% of AMI	5	5	3	4	5	1	1
Elderly	5	5	3	4	5	1	1
Families with Disabilities	5	5	5	4	5	1	1
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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

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

CHIS for Columbiana County

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	70		100
Extremely low income <=30% AMI	62	89	
Very low income (>30% but <=50% AMI)	7	10	
Low income (>50% but <80% AMI)	1	1	
Families with children	15	21	
Elderly families	6	9	
Families with Disabilities	1	1	
Race/ethnicity wh	66	96	
Race/ethnicity Hispanic	1	1	
Race/ethnicity Am Ind	1	1	
Race/ethnicity Black	2	3	
Characteristics by Bedroom Size			

Housing Needs of Families on the Waiting List			
(Public Housing Only)			
1BR	56	80	
2 BR	4	6	
3 BR	10	14	
4 BR	0		
5 BR	0		
5+ BR	0		
Is the waiting list closed (select one)? X No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
X Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	477		250
Extremely low income <=30% AMI	404	85	
Very low income (>30% but <=50% AMI)	62	13	
Low income (>50% but <80% AMI)	9	2	
Families with children	227	48	
Elderly families	9	2	
Families with Disabilities	91	19	

Housing Needs of Families on the Waiting List			
Race/ethnicity	435 white	91	
Race/ethnicity	23 black	5	
Race/ethnicity	4 Am. Ind.	1	
Race/ethnicity			
Is the waiting list closed (select one)? X No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

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

With the limited resources the Housing Authority has, CMHA will work to keep every unit filled through effective maintenance and good management. We will work to have every Section 8 Voucher filled. This will maximize the assistance. CMHA will work with developers of tax credit units to locate in communities in the county that have the most need for assisted units.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

- Employ admissions preferences aimed at families who are working
- Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- X Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- X Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2005 grants)		
a) Public Housing Operating Fund	1,408,896	Utilities/salaries/maint
b) Public Housing Capital Fund	700,000	Modernize units/security
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	1,609,308	Rental assistance
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants	117,000	Senior assistance
h) Community Development Block Grant		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
i) HOME	25,000	TBA
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	584,000	Utilities/salaries/maint
4. Other income (list below)		
ELCH – Health Food	4,000	Snacks for after school program
ELCH – Shoe	1,000	buy kids shoes
Commercial Rents	20,400	supplement public housing programs
4. Non-federal sources (list below)		
Total resources	5,003,604	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- X Other: (describe) **At the time assistance is offered to a family**

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

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

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

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

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

(2)Waiting List Organization

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

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

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

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

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

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

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

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

(3) Assignment

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- X One
 - Two
 - Three or More
- b. X Yes No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

- a. Income targeting:
- Yes X No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:
- In what circumstances will transfers take precedence over new admissions? (list below)
- X Emergencies
 - Overhoused
 - X Underhoused
 - X Medical justification
 - X Administrative reasons determined by the PHA (e.g., to permit modernization work)
 - Resident choice: (state circumstances below)
 - Other: (list below)

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

X Date and Time

Former Federal preferences:

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

High rent burden

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

a. Yes X No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the

need for measures to promote deconcentration of poverty or income mixing?

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

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

Adoption of site based waiting lists
If selected, list targeted developments below:

Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

Employing new admission preferences at targeted developments
If selected, list targeted developments below:

Other (list policies and developments targeted below)

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

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

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

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

X Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

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

X Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

B. Section 8

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

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- X Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)
- b. X Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. X Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes X No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- X Criminal or drug-related activity
- Other (describe below)

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- X None
- Federal public housing

- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)

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

- PHA main administrative office
- Other (list below)

(3) Search Time

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

If yes, state circumstances below: must be unusual circumstances, i.e. illness/hospitalization

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

1 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

X Date and time of application

Drawing (lottery) or other random choice technique

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- X Through published notices
 Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

1. X Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

CMHA's flat rents (see chart)

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- X For the earned income of a previously unemployed household member
 For increases in earned income
 Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

- Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

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

X Other (list below)

When there is a change

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- X 100% of FMR
- Above 100% but at or below 110% of FMR

Above 110% of FMR (if HUD approved; describe circumstances below)

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	479	150
Section 8 Vouchers	487	75
Section 8 Certificates	NA	NA
Section 8 Mod Rehab	NA	NA
Special Purpose Section 8 Certificates/Vouchers (list individually)	Main Street Vouchers 75	5
Public Housing Drug Elimination Program (PHDEP)	NA	NA
Other Federal Programs(list individually)	NA	NA

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of

public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

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

- Capitalization
- Disposition of Property
- Cash Management & Investment
- Insurance
- Maintenance Plan
- Personnel
- Safety Policy
- Violence Against Women

(2) Section 8 Management: (list below)

- Section 8 Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

1. Yes X No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal

hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

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

PHA main administrative office

X Other (list below)

SECTION 8 OFFICE

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

x The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (oh026a01

-or-

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

(2) Optional 5-Year Action Plan

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

a. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment oh026a01

-or-

The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

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

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

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

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

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

If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected: 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected:
7. Coverage of action (select one)

- | |
|--|
| <input type="checkbox"/> Part of the development
<input type="checkbox"/> Total development |
|--|

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	
<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway	

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

- Units addressed in a pending or approved demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

1. X Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

CMHA SECTION 8 HOMEOWNERSHIP

The following are the policies governing this program:

- Must be 1st time homeowners (within last three years)
- Must work full time (except elderly & handicapped)
- Must have an annual income of \$15,000 (SSI - \$6768)
- Must attend & complete homeownership counseling
- If mortgage is > \$20,000, Section 8 payment for 15 years
- If mortgage is < \$20,000, Section 8 payment for 10 years

Columbiana MHA will partner with Community Action Agency of Columbiana County who will provide classes to potential home buyers to improve their credit scores and help with 1st time home buyers assistance.

The goal for 2008 is to close 2 Section 8 mortgages.

a. Size of Program 0 at this time

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

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

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

b. PHA-established eligibility criteria

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

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)
- X Client referrals
 - X Information sharing regarding mutual clients (for rent determinations and otherwise)
 - X Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
 - Jointly administer programs
 - Partner to administer a HUD Welfare-to-Work voucher program
 - Joint administration of other demonstration program
 - X Other (describe) Executive Director is a member of the Advisory Board

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Non-medical services to elderly disabled	20/yr	Waiting list developed from criteria	Senior Service Coordinator	Public Housing
Case management for elderly & disabled	43	Residents of CMHA	Senior Service Coordinator	Public Housing
Two Computer labs	varies	Residents of CMHA	Located at Woodland Hills & Independence Square	Public Housing

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	NA	NA
Section 8	NA	NA

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

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
 - Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
 - Informing residents of new policy on admission and reexamination
 - Actively notifying residents of new policy at times in addition to admission and reexamination.
 - Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
 - Establishing a protocol for exchange of information with all appropriate TANF agencies
 - Other: (list below)

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

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

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

- X Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- X Analysis of cost trends over time for repair of vandalism and removal of graffiti
- X Resident reports
- X PHA employee reports
- X Police reports
- X Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

3. Which developments are most affected? (list below)

Woodland Hills & Independence Square

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

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

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

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

Woodland Hills & Independence Square

C. Coordination between PHA and the police

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

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

- Other activities (list below)
2. Which developments are most affected? (list below)

Woodland Hills & Independence Square

D. Additional information as required by PHDEP/PHDEP Plan

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

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

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

The Columbiana MHA has developed two pet policies, one for family housing and one for elderly housing. These policies are similar I the fact that both allow only one pet (bird/cat/dog/fish), no more that 25 pounds, must be neutered or spaded, all required shots, \$300 deposit. In the family units \$50 of the deposit is not refundable.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. X Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. X Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes X No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain?_____

5. Yes No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. X Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
- Not applicable
- Private management
- Development-based accounting
- Comprehensive stock assessment
- X Other: (list below) AMP based accounting & management
3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. X Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (File name)
- X Provided below:

Nancy Temple of River View Towers questioned the repairs to the back deck. This will be taken care by the maintenance department.

Dorethy Cameron of Fawcett Apts ask about the Awing in front of Fawcett Apts. This is in the 2007 budget. We will be bidding it out this summer.

Sherry Shreve ask about replacing the carpets in Fawcett. The carpets were installed in 1996. We will need to put this in the next five year plan.

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

Considered comments, but determined that no changes to the PHA Plan were necessary.

The PHA changed portions of the PHA Plan in response to comments
List changes below:

Other: (list below)

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

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

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

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations

Other (list)

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: State of Ohio

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)
 - X The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
 - The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
 - The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
 - X 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)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below) The State of Ohio, Department of Development signed off on our Agency Plan

D. Other Information Required by HUD

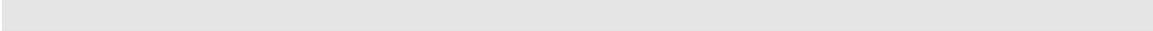
CRITERIA FOR SUBSTANTIAL DEVIATION AND SIGNIFICANT AMENDMENTS:

Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the Housing Authority that fundamentally change the mission, goals or objectives or plans of the Agency and which require formal approval of the Board of Commissioners.

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Attachments

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



CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: COLUMBIANA METROPOLITAN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: OH12PO2650108 Replacement Housing Factor Grant No:		Federal FY of Grant: 2008	
<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: <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	\$ 90,000.00			
3	Security				
	Management Improvements Hard Costs	\$140,000.00			
4	1410 Administration	\$70,000.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$40,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$315,000.00			
11	1465.1 Dwelling Equipment -- Nonexendable	\$ 40,000.00			
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				

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

PHA Name: COLUMBIANA METROPOLITAN HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: OH12PO2650108 Replacement Housing Factor Grant No:	Federal FY of Grant: 2008
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Original Annual Statement **Reserve for Disasters/Emergencies** **Revised Annual Statement (revision no:)**
 Performances and Evaluation report for Period Ending: **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
19	1502 Contingency	\$ 5,000.00			
	Amount of Annual Grant: (sum of lines.....)	\$ 700,000.00			
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security -- Soft Costs				
	Amount of line XX Related to Security -- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name:		Grant Type and Number				Federal FY of Grant		
COLUMBIANA METROPOLITAN HOUSING AUTHORITY		Capital Fund Program Grant No: OH12PO2650108				2008		
		Replacement Housing Factor Grant No:						
Development Number	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
Name/HA-Wide Activities				Original	Revised	Obligated	Expended	
HA-WIDE OPERATIONS	Operations	1406		\$ 90,000.00				
	Sub-total Operations			\$ 90,000.00				
HA Wide Security	Security			\$40,000.00				
Security	Police Services			\$100,000.00				
	Sub-total Management			\$140,000.00	\$0.00	\$0.00	\$0.00	
HA Wide Administration	Executive Director	1410		\$11,200.00				
	Accountant	1410		\$21,500.00				
	Modernization Clerk	1410		37,300.00				
	Sub-total Administration			\$70,000.00	\$0.00	\$0.00	\$0.00	
HA Wide Fees & Costs	A & E Fees	1430		\$40,000.00				
	Sub-total Cost & Fees			\$40,000.00	\$0.00	\$0.00	\$0.00	
HA Wide Contingency	Contingency	1502		\$ 5,000.00				
	Sub-total Contingency			\$ 5,000.00	\$0.00	\$0.00	\$0.00	
	Sub-total Page 3B			\$ 345,000.00				

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

Activities for Year 2	Activities for Year: 2009 FFY Grant: OH12PO2650109 PHA FY:6/30/2010		Activities for Year 3	Activities for Year: 2010 FFY Grant: OH12PO2650110 PHA FY:6/30/2011	
26-001 Fawcett	Recaulk Dryvit & Seal	\$90,000.00		26-002	Kitchen Cabinets Phase I \$235,000.00
	Brick Veneer				
	Replace Closet Doors	\$ 65,000.00		26-002	Closet Doors \$120,000.00
26-005 Ind Square	Install Heat Pumps	\$ 200,000.00			
	Phase I				
HA WIDE Operations	Operations	\$90,000.00		HA WIDE Operations	Operations \$ 90,000.00
Management	Security	\$40,000.00		Management	Security \$ 40,000.00
	Police	\$100,000.00			Police \$ 100,000.00
Administration	Executive Director	\$9,020.00		Administration	Executive Director \$2,200.00
	Accountant	\$22,000.00			Accountant \$24,900.00
	Modernization Clerk	\$38,980.00			Modernization Clerk \$42,900.00
Fees	A&E Fees	\$40,000.00		Fees	A&E Fees \$30,000.00
Contingency		\$5,000.00		Contingency	\$15,000.00
		\$700,000.00			\$700,000.00

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: COLUMBIANA METROPOLITAN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: OH12PO2650106 Replacement Housing Factor Grant No:		Federal FY of Grant: 2006	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/31/08 <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	\$ 70,000.00	\$ 126,266.00	\$ 126,266.00	\$ 126,266.00
3	Security	\$ 133,000.00	\$133,000.00	\$133,000.00	\$ 133,000.00
	Management Improvements Hard Costs				
4	1410 Administration	\$ 66,500.00	\$66,500.00	\$66,500.00	\$ 66,500.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$ 21,000.00	\$ 31,000.00	\$ 31,000.00	\$ 31,000.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$ 373,500.00	\$ 237,138.53	\$ 237,138.53	\$ 198,578.43
11	1465.1 Dwelling Equipment -- Nonexendable		\$ 126,660.75	\$ 126,660.75	\$ 126,660.75
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				

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

PHA Name: COLUMBIANA METROPOLITAN HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: OH12PO2650106 Replacement Housing Factor Grant No:	Federal FY of Grant: 2006
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement
 Performances and Evaluation report for Period Ending: 03/31/08
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
19	1502 Contingency	\$ 1,023.00	\$ 723.72	\$ 723.72	\$ 723.72
	Amount of Annual Grant: (sum of lines.....)	\$ 665,023.00	\$721,289.00	\$ 721,289.00	\$ 723.72
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security -- Soft Costs	\$133,000.00			
	Amount of line XX Related to Security -- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name:		Grant Type and Number				Federal FY of Grant		
COLUMBIANA METROPOLITAN HOUSING AUTHORITY		Capital Fund Program Grant No: OH12PO2650106				2006		
		Replacement Housing Factor Grant No:						
Development	General Description of Major Work	Dev.	Quantity	Total Estimated Cost		Total Actual Cost		Status of
Number	Categories	Acct.						Work
Name/HA-Wide		No.						
Activities				Original	Revised	Obligated	Expended	
HA-WIDE								
OPERATIONS								
	Operations	1406		\$70,000.00	\$ 126,266.00	\$ 126,266.00	\$ 126,266.00	completed
	Sub-total Operations			\$70,000.00	\$ 126,266.00	\$ 126,266.00	\$ 126,266.00	
HA Wide	Security			\$33,000.00		\$33,000.00	\$ 33,000.00	Completed
Security	Police Services			\$100,000.00		\$100,000.00	\$ 100,000.00	completed
	Sub-total Management			\$133,000.00		\$133,000.00	\$133,000.006	
HA Wide	Executive Director	1410		\$15,400.00		15,400.00	15,400.00	completed
Administration	Accountant	1410		\$15,400.00		15,400.00	15,400.00	completed
	Modernization Clerk	1410		35,700.00		35,700.00	35,700.00	completed
	Sub-total Administration			\$66,500.00		\$66,500.00	\$66,500.00	
HA Wide	A & E Fees	1430		\$21,000.00	\$ 31,000.00	\$31,000.00	\$31,000.00	completed
Fees & Costs								
	Sub-total Cost & Fees			\$21,000.00	\$ 31,000.00	\$31,000.00	\$31,000.00	completed
HA Wide	Contingency	1502		\$ 1,023.00	\$ 723.72	\$ 723.72	\$ 723.72	completed

Contingency							
Sub-total Contingency				\$ 1,023.00	\$723.72	\$ 0.00	\$0.00

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: COLUMBIANA METROPOLITAN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: OH12PO2650107 Replacement Housing Factor Grant No:		Federal FY of Grant: 2007	
<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: 03/31/08 <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	\$85,700.00	\$85,700.00	\$85,700.00	\$85,700.00
3	Security				
	Management Improvements Hard Costs	\$ 140,000.00	\$138,205.00	\$138,205.00	\$ 26,233.41
4	1410 Administration	\$ 70,000.00	\$69,102.00	\$69,102.00	\$ 29,166.65
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$40,000.00	\$40,000.00	\$ 15,000.00	\$ 14,102.69
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$295,000.00	\$260,743.79	\$ 95,214.81	\$ 95,214.81
11	1465.1 Dwelling Equipment -- Nonexendable	\$59,000.00	\$93,256.21	\$ 34,256.21	\$ 34,256.21
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				

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

PHA Name: COLUMBIANA METROPOLITAN HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: OH12PO2650107 Replacement Housing Factor Grant No:	Federal FY of Grant: 2007
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Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)
 Performances and Evaluation report for Period Ending: 03/31/08 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
19	1502 Contingency	\$10,300.00	\$4,018.00	0	0
	Amount of Annual Grant: (sum of lines.....)	\$ 700,000.00	\$691,025.00		
	Amount of line XX Related to LBP Activities				
	Amount of line XX Related to Section 504 compliance				
	Amount of line XX Related to Security -- Soft Costs				
	Amount of line XX Related to Security -- Hard Costs				
	Amount of line XX Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages

PHA Name:		Grant Type and Number				Federal FY of Grant		
COLUMBIANA METROPOLITAN HOUSING AUTHORITY		Capital Fund Program Grant No: OH12PO2650107				2007		
		Replacement Housing Factor Grant No:						
Development Number	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
Name/HA-Wide Activities				Original	Revised	Obligated	Expended	
26-001	Seal Parking Lots	1465		\$7,000.00				
FAWCETT BLDG	Upgrade Community Kitchen	1465		\$7,000.00				
	Awning Front of Building	1460		\$20,000.00				
	Upgrade Fire Alarm System	1460		\$70,000.00	\$ 70,845.00	\$ 70,845.00	\$43,346.40	
	Add 2nd Elevator to Emergency Generator	1460		\$20,000.00				
	Finish Build Driveway	1465			\$ 34,256.21	\$ 34,256.21	\$17,454.89	
	Sub-total 26-001			\$124,000.00		\$105,101.21	\$60,801.29	
26-002								
Woodland Hills	Expand Office Area	1465		\$17,000.00		\$ 10,800.00		
	Sub-total 26-002			\$17,000.00		\$10,800.00	\$0.00	
26-004	Replace Sub floor, Cove Base & Floor Tile	1460		\$72,000.00	\$ 32,528.98			
Ind. Square								
	Sub-total 26-004			\$72,000.00	\$ 32,528.98	\$0.00	\$0.00	
26-006	Vinyl Siding on 9 Houses	1460		\$40,000.00				
Scattered Sites								
	Sub-total 26-006			\$40,000.00		\$0.00	\$0.00	
26-008	Install Bathroom Lavatories & Faucets	1460		\$53,000.00				
Riverview Towers	Build 2 Offices	1465		\$28,000.00				
	Sub-total 26-008			\$81,000.00		\$0.00	\$0.00	

	SUBTOTAL				\$334,000.00		\$0.00	\$0.00	
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Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name:			Grant Type and Number				Federal FY of Grant		
COLUMBIANA METROPOLITAN HOUSING AUTHORITY			Capital Fund Program Grant No: OH12PO2650107				2007		
			Replacement Housing Factor Grant No:						
Development Number	General Description of Major Work Categories	Dev. Acct. No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
Name/HA-Wide Activities				Original	Revised	Obligated	Expended		
HA-WIDE	Operations	1406		\$85,700.00		\$ 85,700.00	\$ 85,700.00		
OPERATIONS									
	Sub-total Operations			\$85,700.00		\$ 85,700.00	\$ 85,700.00		
HA Wide	Security			\$40,000.00		\$ 38,205.00			
Security	Police Services			\$100,000.00		\$ 100,000.00	\$ 26,233.41		
	Sub-total Management			\$140,000.00		\$ 138,205.00	\$ 26,233.41		
HA Wide	Executive Director	1410		\$11,200.00		\$ 10,302.00	\$ 4,666.70		
Administration	Accountant	1410		\$21,500.00		\$ 21,500.00	\$ 8,958.30		
	Modernization Clerk	1410		37,300.00		\$ 37,300.00	\$ 15,541.65		
	Sub-total Administration			\$70,000.00		\$69,102.00	\$ 29,166.65		
HA Wide	A & E Fees	1430		\$40,000.00		\$ 15,000.00	\$ 14,102.69		
Fees & Costs									
	Sub-total Cost & Fees			\$40,000.00		\$ 15,000.00	\$ 14,102.69		
HA Wide	12x40 ft Equipment Building	1460		\$ 20,000.00	\$24,369.81	\$ 24, 369.81			
	Sub-total			\$20,000.00		\$ 24, 369.81			
HA Wide	Contingency	1502		\$10,300.00					
Contingency									
	Sub-total Contingency			\$10,300.00		\$0.00	\$0.00		

	Sub-total Page 3B				\$366,000.00				

Voluntary Conversion of Public Housing Development Analysis Required Initial Assessment

HOUSING AUTHORITY OF: Columbiana Metropolitan Housing Authority (CMHA)

Determination of requirement for initial assessment:

This assessment must be completed once for each of the authority’s developments, unless the development falls under one of the four following categories:

1. The development has already been determined to be subject to mandatory conversion under 24 CFR part 971;
2. The development is the subject of an application for demolition or disposition that has not been disapproved by HUD*;
3. The development has been awarded a HOPE VI revitalization grant; or
4. The development is designated for occupancy by the elderly and/or persons with disabilities (i.e., is not a general occupancy development).

**This includes developments that have been approved for demolition or disposition and are still occupied.*

Please complete this table for all developments of your PHA to determine if an initial assessment is required.

DEV. NUMBER	DEVELOPMENT NAME	* IS THE DEV. SUBJECT TO MANDATORY CONVERSION?	* IS A DEMOLITION APPLICATION PENDING?	* IS THE DEV. DESIGNATED ELDERLY/ DISABLED?	* DEV. HAS HOPE VI APPROVED?	IS DEV. EXEMPT?
OH026-001	Fawcett Apartments	No	No	Yes	No	Yes
OH026-002	LaBelle Terrace	No	No	No	No	No
OH026-003	Shoub Towers	No	No	Yes	No	Yes
OH026-004	Independence Square	No	No	No	No	No
OH026-005	Independence Square	No	No	No	No	No
OH026-006	Scattered Sites	No	No	No	No	No
OH026-008	River View Towers	No	No	Yes	No	Yes
OH026-010	Scattered Sites	No	No	No	No	No

INDIVIDUAL DEVELOPMENT ANALYSIS
Voluntary Conversion of Public Housing Development Analysis
Required Initial Assessment

DEVELOPMENT NUMBER OH026-002 (LaBelle Terrace). *NOTE:* CMHA does not use project based budgeting. Figures shown for the cost of public housing operations (1b below) includes the costs of all CMHA public housing developments divided by the total unit months available.

Complete the questions below as necessary to determine if Conversion of Public Housing to Tenant-Based Assistance, may be appropriate:

<i>Necessary conditions for voluntary conversion from public housing to Section 8 Tenant-based assistance:</i>
<p><i>Conversion...</i></p> <ul style="list-style-type: none"> • <i>Will not be more expensive than continuing to operate the development (or portion of it) as conventional public housing;</i> • <i>Will principally benefit the residents of the public housing development to be converted and the community; and</i> • <i>Will not adversely affect the availability of affordable housing in the community.</i>

1. Is the cost of conversion to tenant-based assistance more expensive than continuing to operate the development as a public housing community? Use the most recent financial (year-end) statements for public housing (form HUD 52599) and Section 8 (form HUD 52861 either the 2-85 version or 8-95 version).

- a. Public Housing Line 520, HUD 52599:
 Total Routine Expenses: (Actual PUM) \$253.53
- b. Section 8 HUD 52681
 Total Annual Contributions Required \$1,443,781 divided by
 Number of Unit Months 4808 = Average Unit Cost \$300.28
- c. Is Line **1b** higher than Line **1a**? YES X NO

If the answer to **Line 1c** is **yes**, it is more expensive to convert to tenant-based assistance and the development is not appropriate for conversion. You do not have to complete Lines 2 or 3. If the answer to **Line 1c** is **no**, continue to Line 2 below.

2. Would the conversion of this public housing development principally benefit the residents of this development and the community? YES NO

NOTE: The following questions should assist you in making the above decision.

Would the conversion provide the residents of the development with better housing choices?

Consider the following: (1) supply/availability of affordable, decent, safe and sanitary private rental units in the community; (2) demand for public housing based on waiting lists; (3) inability of existing Section 8 recipients to obtain housing; (4) obsolescence of the

development due to physical condition, operation deficiencies, marketability, or location;
(5) ability to administer a Section 8 Program considering 100 vouchers as a minimum viable program size; etc.

Comments:

Would the conversion help to de-concentrate low-income families in the community?

Comments:

Could other sources of housing be developed in connection with the conversion of this development that would benefit residents?

Consider the following: (1) selling of severely distressed dwelling units/buildings on prime real estate and rebuilding modern units in more economical areas.

Comments:

If the answer to **Line 2** is **no**, this development is not appropriate for conversion and you do not have to complete Line 3. If the answer to **Line 2** is **yes**, continue to Line 3.

3. Would the conversion of this public housing development affect the availability of affordable housing stock in the area? YES_____ NO_____

Consider the following: (1) what is the impact of losing public housing units when compared to the availability of affordable units in the community (2) supply/availability of affordable, decent, safe and sanitary private rental housing in the community; (3) waiting lists for all affordable housing; (4) vouchers only available on a year-to-year basis with no guarantee of future availability, etc.

Comments:

If the answer to **Line 3** is **no**, this development is appropriate for conversion. If the answer is yes to **Line 3** is **yes**, this development is not appropriate for conversion.

Based on the above analysis, we have determined that conversion is:

_____ Appropriate because conversion of the development would meet all three of the necessary conditions for voluntary conversion.

___X___ Inappropriate because conversion of the development would not meet the necessary conditions for voluntary conversion.

Signature of Executive Director

October 1, 2001

Date

INDIVIDUAL DEVELOPMENT ANALYSIS
Voluntary Conversion of Public Housing Development Analysis
Required Initial Assessment

DEVELOPMENT NUMBER OH026-004 and 005 (Independence Square). *NOTE:* CMHA does not use project based budgeting. Figures shown for the cost of public housing operations (1b below) includes the costs of all CMHA public housing developments divided by the total unit months available.

Complete the questions below as necessary to determine if Conversion of Public Housing to Tenant-Based Assistance, may be appropriate:

<i>Necessary conditions for voluntary conversion from public housing to Section 8 Tenant-based assistance:</i>
<p><i>Conversion...</i></p> <ul style="list-style-type: none"> • <i>Will not be more expensive than continuing to operate the development (or portion of it) as conventional public housing;</i> • <i>Will principally benefit the residents of the public housing development to be converted and the community; and</i> • <i>Will not adversely affect the availability of affordable housing in the community.</i>

1. Is the cost of conversion to tenant-based assistance more expensive than continuing to operate the development as a public housing community? Use the most recent financial (year-end) statements for public housing (form HUD 52599) and Section 8 (form HUD 52861 either the 2-85 version or 8-95 version).

- a. Public Housing Line 520, HUD 52599:
 Total Routine Expenses: (Actual PUM) \$253.53
- b. Section 8 HUD 52681
 Total Annual Contributions Required \$1,443,781 divided by
 Number of Unit Months 4808 = Average Unit Cost \$300.28
- c. Is Line **1b** higher than Line **1a**? YES X NO _____

If the answer to **Line 1c** is **yes**, it is more expensive to convert to tenant-based assistance and the development is not appropriate for conversion. You do not have to complete Lines 2 or 3. If the answer to **Line 1c** is **no**, continue to Line 2 below.

2. Would the conversion of this public housing development principally benefit the residents of this development and the community? YES _____ NO _____

NOTE: The following questions should assist you in making the above decision.

Would the conversion provide the residents of the development with better housing choices?

Consider the following: (1) supply/availability of affordable, decent, safe and sanitary private rental units in the community; (2) demand for public housing based on waiting lists; (3) inability of existing Section 8 recipients to obtain housing; (4) obsolescence of the

development due to physical condition, operation deficiencies, marketability, or location;
(5) ability to administer a Section 8 Program considering 100 vouchers as a minimum viable program size; etc.

Comments:

Would the conversion help to de-concentrate low-income families in the community?

Comments:

Could other sources of housing be developed in connection with the conversion of this development that would benefit residents?

Consider the following: (1) selling of severely distressed dwelling units/buildings on prime real estate and rebuilding modern units in more economical areas.

Comments:

If the answer to **Line 2** is **no**, this development is not appropriate for conversion and you do not have to complete Line 3. If the answer to **Line 2** is **yes**, continue to Line 3.

3. Would the conversion of this public housing development affect the availability of affordable housing stock in the area? YES____ NO____

Consider the following: (1) what is the impact of losing public housing units when compared to the availability of affordable units in the community (2) supply/availability of affordable, decent, safe and sanitary private rental housing in the community; (3) waiting lists for all affordable housing; (4) vouchers only available on a year-to-year basis with no guarantee of future availability, etc.

Comments:

If the answer to **Line 3** is **no**, this development is appropriate for conversion. If the answer is yes to **Line 3** is **yes**, this development is not appropriate for conversion.

Based on the above analysis, we have determined that conversion is:

_____ Appropriate because conversion of the development would meet all three of the necessary conditions for voluntary conversion.

___X___ Inappropriate because conversion of the development would not meet the necessary conditions for voluntary conversion.

Signature of Executive Director

October 1, 2001

Date

INDIVIDUAL DEVELOPMENT ANALYSIS
Voluntary Conversion of Public Housing Development Analysis
Required Initial Assessment

DEVELOPMENT NUMBER OH026-006 and 010 (Scattered Site Properties). *NOTE:* CMHA does not use project based budgeting. Figures shown for the cost of public housing operations (1b below) includes the costs of all CMHA public housing developments divided by the total unit months available.

Complete the questions below as necessary to determine if Conversion of Public Housing to Tenant-Based Assistance, may be appropriate:

<i>Necessary conditions for voluntary conversion from public housing to Section 8 Tenant-based assistance:</i>
<p><i>Conversion...</i></p> <ul style="list-style-type: none"> • <i>Will not be more expensive than continuing to operate the development (or portion of it) as conventional public housing;</i> • <i>Will principally benefit the residents of the public housing development to be converted and the community; and</i> • <i>Will not adversely affect the availability of affordable housing in the community.</i>

1. Is the cost of conversion to tenant-based assistance more expensive than continuing to operate the development as a public housing community? Use the most recent financial (year-end) statements for public housing (form HUD 52599) and Section 8 (form HUD 52861 either the 2-85 version or 8-95 version).

- a. Public Housing Line 520, HUD 52599:
 Total Routine Expenses: (Actual PUM) \$253.53
- b. Section 8 HUD 52681
 Total Annual Contributions Required \$1,443,781 divided by
 Number of Unit Months 4808 = Average Unit Cost \$300.28
- c. Is Line **1b** higher than Line **1a**? YES X NO

If the answer to **Line 1c** is **yes**, it is more expensive to convert to tenant-based assistance and the development is not appropriate for conversion. You do not have to complete Lines 2 or 3. If the answer to **Line 1c** is **no**, continue to Line 2 below.

2. Would the conversion of this public housing development principally benefit the residents of this development and the community? YES NO

NOTE: The following questions should assist you in making the above decision.

Would the conversion provide the residents of the development with better housing choices?

Consider the following: (1) supply/availability of affordable, decent, safe and sanitary private rental units in the community; (2) demand for public housing based on waiting lists; (3) inability of existing Section 8 recipients to obtain housing; (4) obsolescence of the

development due to physical condition, operation deficiencies, marketability, or location;
(5) ability to administer a Section 8 Program considering 100 vouchers as a minimum viable program size; etc.

Comments:

Would the conversion help to de-concentrate low-income families in the community?

Comments:

Could other sources of housing be developed in connection with the conversion of this development that would benefit residents?

Consider the following: (1) selling of severely distressed dwelling units/buildings on prime real estate and rebuilding modern units in more economical areas.

Comments:

If the answer to **Line 2** is **no**, this development is not appropriate for conversion and you do not have to complete Line 3. If the answer to **Line 2** is **yes**, continue to Line 3.

3. Would the conversion of this public housing development affect the availability of affordable housing stock in the area? YES_____ NO_____

Consider the following: (1) what is the impact of losing public housing units when compared to the availability of affordable units in the community (2) supply/availability of affordable, decent, safe and sanitary private rental housing in the community; (3) waiting lists for all affordable housing; (4) vouchers only available on a year-to-year basis with no guarantee of future availability, etc.

Comments:

If the answer to **Line 3** is **no**, this development is appropriate for conversion. If the answer is yes to **Line 3** is **yes**, this development is not appropriate for conversion.

Based on the above analysis, we have determined that conversion is:

_____ Appropriate because conversion of the development would meet all three of the necessary conditions for voluntary conversion.

___X___ Inappropriate because conversion of the development would not meet the necessary conditions for voluntary conversion.

Signature of Executive Director

October 1, 2001

Date

AGENCY PLAN ATTACHMENTS

STATEMENT OF 5 YEAR GOALS

1. FOCUS ON DECONCENTRATION AND MODERNIZATION OF RENTAL UNITS AND RECRUITMENT OF APPLICANTS:

Continue with the modernization of all housing units in order to compete with open market rental properties.

Continue an outreach plan to increase the number of applicants on the waiting list.

2. IMPROVE CUSTOMER SERVICE AND EMPLOYEE SERVICES AND SUPPORT SYSTEMS.

We constantly seek ways to assist the residents and increase our customer service. We have a monthly news letter that contains upcoming information and also names and phone numbers of staff members to contact. At resident meetings we have managers and maintenance representatives attend to answer questions of the resident. We have responded to residents on work orders by handling their calls the same day.

3. PROVIDE OPPORTUNITIES FOR RESIDENTS AND ENFORCE SECURITY PROGRAMS TO PROTECT THE FAMILIES.

We partner with many service providers, local , state and federal agencies to provide education and training programs to residents and provide security to maintain a safe environment. We provide security guards and at our two family sites we have full time policemen, who patrol the development in a community policing atmosphere.

Our monthly news letter for all residents provide a calendar of events for their social and economic self-sufficiency.

Staff members have attended a homeownership training program to continue to work with Section 8 participants in a homeownership program for CMHA.

THE FOLLOWING IS A LIST OF RESIDENT ADVISORY BOARD MEMBERS WHO ATTENDED:

DOROTHY CAMERON	- FAWCETT APARTMENTS
SHERRY SHREVE	- FAWCETT APARTMENTS
NANCY TEMPLE	- RIVER VIEW TOWERS
PHYLLIS NELSON	- RIVER VIEW TOWERS
SHARON GILBERT	- SHOUB TOWERS
VIRGINIA REYNOLDS	- SHOUB TOWERS

OTHERS FROM WOODLAND HILLS, INDEPENDENCE SQUARE 7 SECTION 8 WERE INVITED BUT DID NOT ATTEND.

RESIDENT AS BOARD MEMBER

Ms. Patricia Ryan, a resident of Shoub Towers was appointed by the Mayor of East Liverpool to fill the term left vacant. Her term will expire December 10, 2010.

ORGANIZATIONAL CHART

(sent by mail)

POLICY AND PROCEEDURES

VIOLENCE AGAINST WOMEN ACT

The Violence Against Women Act was passed into law to protect the rights of those victims of domestic violence, dating violence, sexual assault and stalking. The rights of those victims to obtain housing, retain housing and to relocate for protection purposes is essential in providing a safe environment.

The Columbiana Metropolitan Housing Authority will make every effort to assist those victims and their families by adherence to the law, notification of victims rights, assistance to relocate and guidance concerning what services are available within the county to make their transition to independent living possible and successful.

Listed are the steps taken by the CMHA to meet the goals for which the law was enacted:

1.) Notification of Rights:

The CMHA developed and retains a brochure to explain applicant and tenant rights under the law for those wishing to use or are using housing assistance. Brochures will be maintained in the CMHA lobby, sent to applicants when pulled from the waiting list, and placed in briefing and leasing packets. Brochures will also be placed in landlord information packets and landlords will receive a copy of the brochure upon signing a lease with a Housing Choice Voucher Program tenant.

Upon disclosure from a victim of domestic violence, dating violence, sexual assault or stalking, a brochure will be supplied and reviewed with the individual and, if applicable, the individual's family.

2.) Notification of Available Services:

The CMHA developed and retains a listing of services available within Columbiana County to assist those victims of violence or stalking. The listing of services will be maintained in the manager's offices of CMHA, placed in briefing and leasing packets.

Upon learning of a victim of domestic violence, dating violence, sexual assault or stalking, a brochure will be supplied and reviewed with the individual and, if applicable, the individual's family.

3.) Customer Service:

The CMHA will meet, individually, with a victim prior to taking action against the abuser. At that time, the individual is notified of rights and available services, they will be advised of the requirements to take action against (terminate or evict) the abuser. The individual does have the right to make their own decision to have the authority take action on their behalf or, if they desire, to remain with their abuser by withdrawing from the Housing Choice Voucher Program or by giving notice to vacate from their Public Housing Unit.

When meeting with the family concerning the domestic violence issue, staff will:

- a. Separate them (if both the victim and the abuser appears) and will take an additional staff member with them when meeting with the abuser.
- b. Prior history will be researched before the appointment time.
- c. The staff will determine if the victim is in fear of violence, etc. and call Christina House for them.
- d. The staff will document what has been discussed, what has been done and the final outcome.
- e. The staff will report to the proper authorities if they feel a child/elderly person is being abused (Child Services or Protective Services).

To terminate an abuser on the **Housing Choice Voucher Program** the Housing Authority will:

- Require the victim to fill-out the appropriate HUD certification concerning victim status or provide documentation of victim status.
- Complete the reduction process as required of all applicants/tenants.
- Send the appropriate termination papers (via certified and regular mail) to the abuser. (If no forwarding address has been provided, or is unknown, the termination notices will be mailed to the last known address)
- Mark the applications/tenants file "disbarred" with the name of the abuser to ensure that the abuser, in the future, is not readmitted to the existing voucher.
- Place the abuser's name on the appropriate tracking system, based upon PHA policies, using the date of termination including as asterisk, name of the abuser, name of victim in parenthesis, and initials of the manager.

To terminate an abuser on the **Public Housing Program** the Housing Authority will:

- Require the victim to fill-out the appropriate HUD certification concerning victim status or provide documentation of the case manager.
- Complete the reduction process as required of all applicants/tenants.
- If a Public Housing Tenant abuser does not vacate of their own accord, then the Housing Authority will begin the eviction process.
- Mark the applicants/tenants file “disbarred” with the name of the abuser to ensure that the abuser, in the future, is not readmitted to the lease.
- Place the abuser’s name on the appropriate tracking system, based upon PHA policies, using the date terminated, including an asterisk, name of the abuser, name of victim in parenthesis and initials of the manager.

If the tenant requests a HUD required Certification form, in lieu of documentation, the form must be filled out within 14 business days of tenant’s receipt of the certification form. Certification forms will be sent certified and first class mail receipt date will be 10 calendar days after mailing.

If the tenant requests to provide other documentation of victim status that documentation must be received by the Authority within 14 days of the meeting date. The following is acceptable documentation of victim status:

- A written, signed statement from a VICTIM SERVICE PROVIDER, MEDICAL PROFESSIONAL OR ATTORNEY that states: “under penalty of perjury, the provider believes the incidents in question were acts of domestic violence, dating violence, sexual abuse or stalking against the tenant” (or a member of the tenant’s household) and the statement must name the abuser. The tenant must also sign the document.
- A police record that indicates the tenant (or a member of the tenant’s household) is a victim of domestic violence, dating violence, sexual assault or stalking and that names the abuser.
- A court record (for example, a protective order) that indicates the tenant (or a member of the tenant’s household) is a victim of domestic violence, dating violence, sexual assault or stalking and names the abuser.

Any individual who violated the rules and regulations governing either the Housing Choice Voucher Program or the Public Housing Program, be fleeing without notice will be re-housed (with the next available Public Housing unit in accordance with the Transfer Policy) or relocated with a new Voucher (portability only applies to the HCV Program), using either the HUD required certification or verification of victim status. Their type of re-admission housing is based upon the program that they were participating in at that time.

The Housing Authority may still evict or terminate assistance for serious or repeated violations of a lease that are unrelated to the domestic violence, dating violence, sexual abuse or stalking incidents and will not hold a tenant to a more demanding set of rules than apply to tenants who are not victims of the criminal activity mentioned within this policy.

Victim status is kept completely confidential, including any addresses of a victim of domestic violence, dating violence, sexual abuse or stalking (per the law). However, the victim has the right to release such information by placing that request in writing. The Housing Authority also must disclose any information the court system may demand and the Housing Authority may use any information needed in eviction cases (per the law).

VOLUNTARY CONVERSION INITIAL ASSESSMENT

Enclosed as attachment oh026c01 (signed copy sent by mail)

SECURITY INFORMATION FOR MANAGEMENT IMPROVEMENT

The Columbiana Metropolitan Housing Authority expanded our security forces and added Community Policing to improve the marketability of our family sites, Woodland Hills (LaBelle Terrace) in East Liverpool and Independence Square in Wellsville. This was originally funded by a PEDAP Grant and now through the Capital Fund Program.

The Police Chiefs of both East Liverpool and Wellsville are very encouraged by the reduction in crime at both the family sites. Chief McVay of East Liverpool has stated many times that the Community Policing has reduced the number of calls from residents of Woodland Hills by as much as 80%. Chief McVay is so impressed by the program that he himself works at Woodland Hills on an as needed bases. He has become one of our best supporters when it comes to telling others of the improvements at this development.

We have has such a dramatic reduction of crime in the family developments with the increased police presents and their handling of problems, that it is hard to show a year to year reduction in crime when looking at figures. We do know that if we did not have the additional security and did not have the community policing, we would revert back to what it was like before and the vacancies would increase. A good example was in the early part of 2006, the City of East Liverpool had to lay off several policemen, which included the one assigned to Woodland Hills. Before the Housing Authority and the City could work out a new agreement (The Police Chief came up with the idea of using off duty officers to work 4 hour turns), Woodland Hills was without an officer for about two weeks. During this time the manager and residents observed increased problems and increased traffic at the site. The Housing Authority received many calls and concerns from the residents about the lack of an officer on duty. This only substantiated the fact that management and residents both wanted to continue the community policing.

All this translates into residents who feel safer and are happier at the family sites. This promotes less turnover and move families interested in applying for housing with CMHA.

CRITERIA FOR SUBSTANTIAL DEVIATION AND SIGNIFICANT AMENDMENTS

Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals or objectives, or plans of the agency and which require formal approval of the Board of Commissioners.