

# **PHA Plans**

## **Streamlined Annual Version**

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

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

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

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

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# **Streamlined Annual PHA Plan**

## **for Fiscal Year: 2009**

# **PHA Name: Monroe County Housing Authority**

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

## Streamlined Annual PHA Plan Agency Identification

**PHA Name:** Monroe County Housing Authority

**PHA Number:** FL144

**PHA Fiscal Year Beginning:** 01/2009

**PHA Programs Administered:**

**Public Housing and Section 8**

Number of public housing units: 50  
 Number of S8 units: 200

**Section 8 Only**

Number of S8 units:

**Public Housing Only**

Number of public housing units:

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

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

**PHA Plan Contact Information:**

Name: J. Manuel Castillo, Sr.  
 TDD:

Phone: (305) 296-5621

Email (if available): castillom@kwha.org

**Public Access to Information**

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

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

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

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

If yes, select all that apply:

Main administrative office of the PHA-C/O **Key West Housing Authority, Management Agent, 1400 Kennedy Drive, Key West, Florida 33040**

PHA development management offices-**Newport Village Rental Office, located #1 Harry Davis Circle, Key Largo, Florida 33070**

Main administrative office of the local, county or State government

Public library       PHA website       Other (list below)

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

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

## **Streamlined Annual PHA Plan**

**Fiscal Year 2009**

[24 CFR Part 903.12(c)]

### **Table of Contents**

[24 CFR 903.7(r)]

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

#### **A. PHA PLAN COMPONENTS**

- |                                     |                                                                                                                                                                      |            |
|-------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| <input type="checkbox"/>            | 1. Site-Based Waiting List Policies                                                                                                                                  | Page 5 N/A |
|                                     | <b>903.7(b)(2) Policies on Eligibility, Selection, and Admissions</b>                                                                                                |            |
| <input type="checkbox"/>            | 2. Capital Improvement Needs                                                                                                                                         | Page 6     |
|                                     | <b>903.7(g) Statement of Capital Improvements Needed</b>                                                                                                             |            |
| <input type="checkbox"/>            | 3. Section 8(y) Homeownership                                                                                                                                        | Page 7 N/A |
|                                     | <b>903.7(k)(1)(i) Statement of Homeownership Programs</b>                                                                                                            |            |
| <input type="checkbox"/>            | 4. Project-Based Voucher Programs                                                                                                                                    | Page 8 N/A |
| <input type="checkbox"/>            | 5. PHA Statement of Consistency with Consolidated Plan.<br>Complete only if PHA has changed any policies, programs,<br>or plan components from its last Annual Plan. | Page 9     |
| <input checked="" type="checkbox"/> | 6. Supporting Documents Available for Review                                                                                                                         | Page 10    |
|                                     | <b>➤ Copy of the 5 Year Plan for Fiscal Years 2005-2009 and Streamlined Annual Plan for Fiscal Year 2005</b>                                                         |            |
|                                     | <b>➤ State of Florida Consolidated Plan: Federal Fiscal Years (2005-2010)</b>                                                                                        |            |
|                                     | <b>➤ Copies of Newspaper Notices</b>                                                                                                                                 |            |
|                                     | <b>➤ PHA Certifications of Compliance</b>                                                                                                                            |            |
|                                     | <b>➤ Limited English Proficiency Policies and Procedures added to the ACOP and Section 8 Administrative Plan</b>                                                     |            |
|                                     | <b>➤ Flat Rent Study</b>                                                                                                                                             |            |
|                                     | <b>➤ Revised Language in the ACOP and Section 8 Administrative Plan to the Violence Against Women Policies and Procedures</b>                                        |            |
|                                     | <b>➤ Resident Advisory Board Meeting Sign in Sheets and Meeting Notes Pertaining to Participation in the Annual Plan Development and Submittal</b>                   |            |

**7. VAWA Statement**

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- 8. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report (**Please see Attachments: f1144a01; f1144b01; f1144c01; and, f1144d01** )
- 9. Capital Fund Program 5-Year Action Plan (**Please see attachment f1144e01** )

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

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

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

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

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

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

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

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

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

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

1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to B. **NO**

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

2. What is the number of site based waiting list developments to which families may apply at one time?
3. How many unit offers may an applicant turn down before being removed from the site-based waiting list?

4.  Yes  No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

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

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

1. How many site-based waiting lists will the PHA operate in the coming year?
2.  Yes  No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?
3.  Yes  No: May families be on more than one list simultaneously?  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- PHA main administrative office
  - All PHA development management offices
  - Management offices at developments with site-based waiting lists
  - At the development to which they would like to apply
  - Other (list below)

## **2. Capital Improvement Needs**

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

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

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

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

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

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

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

2. Status of HOPE VI revitalization grant(s):

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

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

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

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

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

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

## 2. Program Description:

### a. Size of Program

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

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

### b. PHA-established eligibility criteria

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

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

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

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

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

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

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

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

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

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

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

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

[24 CFR Part 903.15]

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

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

2 (a) The Monroe County Housing Authority has amended it's Section 8 Administrative Plan and it's Occupancy and Admissions Policy to include policies and procedures for Limited English Proficiency in accordance with Federal Register / Vol. 72, No. 13 / Monday, January 22, 2007 / Notices: Final Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons; Notice

2 (b) The Monroe County Housing Authority has amended it's Section 8 Administrative Plan and it's Occupancy and Admissions Policy to include revised language in it's Violence Against Women policies and procedures adopted by Monroe County Board Resolution # 07-2148

2 (c) The Monroe County Housing Authority has added four (4) new affordable housing units to its housing inventory, increasing affordable housing in Monroe County, Florida.

2 (d) The Monroe County Housing Authority has implemented the Safe Harbor Rules for Management fees for the period FYE 2008-2011.

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

The plan has been certified as consistent with the State of Florida Consolidated Plan which has been approved by the U.S. Department of Housing and Urban development.

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

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

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
	standard policies. <input type="checkbox"/> Check here if included in Section 8 Administrative Plan.	
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any policies governing any Section 8 special housing types <input type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
X	Other supporting documents (optional) (list individually; use as many lines as necessary) <ul style="list-style-type: none"> <li>➤ <b>Copy of the 5 Year Plan for Fiscal Years 2005-2009 and Streamlined Annual Plan for Fiscal Year 2005</b></li> <li>➤ <b>State of Florida Consolidated Plan: Federal Fiscal Years (2005-2010)</b></li> <li>➤ <b>Copies of Newspaper Notices</b></li> <li>➤ <b>PHA Certifications of Compliance</b></li> <li>➤ <b>Limited English Proficiency Policies and Procedures added to the ACOP and Section 8 Administrative Plan</b></li> <li>➤ <b>Flat Rent Study Reflecting New Rents</b></li> <li>➤ <b>Resident Advisory Board Meeting Sign-In Sheets and Meeting Notes Pertaining to Participation in the Annual Plan Development and Submittal</b></li> </ul>	(specify as needed)
	Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> : Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations

## **7. VAWA STATEMENT**

On March 16, 2007 a Federal Register Notice was published regarding the applicability to HUD programs. The Federal Register provided that PHAs must include the statement required by VAWA 2005.

Please find below the policies and procedures of the Monroe County Housing Authority regarding the implementation of the requirements of the Violence Against Women and Department of Justice Reauthorization Act of 2005 (PUB.L.109-162). Within the Statement are the procedures in place that assures that tenants are notified of their rights under VAWA. Also, please find below the description of (1) any activities, services, or programs provided or offered by an agency, either directly or in partnership with other with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; (2) any activities, services, or programs provided, to child or adult victims of domestic violence, dating violence, sexual assault, and stalking to obtain or maintain housing; (3) any activities, services, or programs provided or offered to prevent domestic violence, dating violence, sexual assault, and stalking.

This policy shall be applicable to the administration by the MONROE COUNTY HOUSING AUTHORITY of Public Housing and Section 8 rental assistance under the United States Housing Act of (42 U.S.C. 1437 *et seq.*). Notwithstanding its title, this policy is gender-neutral, and its protections are available to males who are victims of domestic violence, dating violence, or stalking as well as female victims of such violence.

This policy has the following principle goals and objectives:

- A. Maintaining compliance with all applicable legal requirements imposed by the Violence Against Women Act;
- B. Ensuring the physical safety of victims of actual or threatened domestic violence, dating violence, or stalking who are assisted by the HENDY COUNTY HOUSING AUTHORITY
- C. Providing and maintaining housing opportunities for victims of domestic violence, dating violence or stalking;
- D. Creating and maintaining collaborative arrangements between the MONROE COUNTY HOUSING AUTHORITY, law enforcement authorities, victim service providers, and others to promote the safety and well-being of victims of actual and threatened domestic violence, dating violence and stalking, who are assisted by the MONROE COUNTY HOUSING AUTHORITY; and
- E. Taking appropriate action in response to an incident or incidents of domestic violence, dating violence, or stalking, affecting individuals assisted by the MONROE COUNTY HOUSING AUTHORITY.

This policy shall be referenced in and attached to the MONROE COUNTY HOUSING AUTHORITY'S Five Year Public Housing Agency Plan. The MONROE COUNTY HOUSING AUTHORITY shall also contain information concerning the MONROE COUNTY HOUSING AUTHORITY'S activities, service or programs relating to domestic violence, dating violence, and stalking.

### **TERMINATION OF TENANCY OR ASSISTANCE**

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

The MONROE COUNTY HOUSING AUTHORITY will terminate the assistance to remove a lawful occupant or tenant who engages in criminal acts or threatened acts of violence or stalking to family members or others without terminating the assistance or evicting victimized lawful occupants.

The MONROE COUNTY HOUSING AUTHORITY will honor court orders regarding the rights of access or control of the property, including civil protections orders issued to protect the victim and issued to address the distribution or possession of property among the household members in cases where the family breaks up.

There is no limitation on the ability of the MONROE COUNTY HOUSING AUTHORITY to terminate assistance for other good cause unrelated to the

incident or incidents of domestic violence, dating violence or stalking, other than the victim may not be subject to a “more demanding standard” than non-victims.

There is no prohibition of the MONROE COUNTY HOUSING AUTHORITY terminating assistance if it “can demonstrate an actual and imminent threat to other tenants or those employed at or providing service to the property if that tenant’s (victim’s) assistance is not terminated.”

Any protections provided by law which give greater protection to the victim are not superseded by these provisions.

The MONROE COUNTY HOUSING AUTHORITY will require: 1) certification by the victim of victim status on form HUD-50066 (Certificate of Domestic Violence, Dating Violence, or Stalking); 2) Other documentation-by providing to the MONROE COUNTY HOUSING AUTHORITY or to the requesting Section 8 owner or manager documentation signed by an employee, agent, or volunteer of a victim service provider, an attorney, or a medical professional, from whom the victim has sought assistance in addressing the domestic violence, dating violence or stalking, or the effects of abuse, described in such documentation. The professional providing the documentation must sign and attest under penalty of perjury (28 U.S.C. 1746) to the professional’s belief that the incident or incidents in question are bona fide incidents of abuse meeting the requirements of the applicable definition(s) set forth in this policy. The victim of the incident or incidents of domestic violence, dating violence, or stalking described in the documentation must also sign and attest to the documentation under penalty of perjury; or 3) Police or court record-by providing to the MONROE COUNTY HOUSING AUTHORITY or to the requesting Section 8 owner or manager a Federal, State, tribal territorial, or local police or court record describing the incident or incidents in question.

Time allowed to provide verification/failure to provide. An individual who claims protection against adverse action based on an incident or incidents of actual or threatened domestic violence, dating violence or stalking, and who is requested by the MONROE COUNTY HOUSING AUTHORITY or a Section 8 owner or manager to provide verification, must provide such verification within 14 business days (i.e. 14 calendar days, excluding Saturdays, Sundays, and federally-recognized holidays) after receipt of the request for verification. Failure to provide verification, in proper form within such time will result in loss of protection under the Violence Against Women Act and this policy against a proposed adverse action.

Right of Confidentiality. All information (including the fact that an individual is a victim of domestic violence, dating violence or stalking) provided to the MONROE COUNTY HOUSING AUTHORITY or to a Section 8 owner or manager in connection with a verification required under this policy or provided in lieu of such verification where a waiver of verification is granted, shall be

retained by the receiving party in confidence and shall neither be entered in any shared database nor provided to any related entity, except where disclosure is:

1. Requested or consented to by the individual in writing, or
2. Required for use in connection with termination of Section 8 assistance as permitted by the Violence Against Women Act, or
3. Otherwise required by applicable law.

Portability. A Section 8-assisted tenant will not be denied portability to a unit located in another jurisdiction (notwithstanding the term of the tenant's existing lease has not expired, or the family has not occupied the unit for 12 months) so long as the tenant has complied with all other requirements of the Section 8 program and has moved from the unit in order to protect the health and safety of an individual member of the household who is or has been the victim of domestic violence, dating violence or stalking and who reasonably believes that the tenant or other household member will be imminently threatened by harm from further violence if the individual remains in the present dwelling unit. **(Section 8 only)**

Notification of Rights. All tenants participating in the Public Housing and Section 8 Housing Choice Voucher Program administered by the MONROE COUNTY HOUSING AUTHORITY shall be notified in writing concerning their right to confidentiality and the limits on such rights to confidentiality.

The MONROE COUNTY HOUSING AUTHORITY shall provide written notification to applicants, tenants, and Section 8 owners and managers, concerning the rights and obligations created under the Violence Against Women's Act relating to confidentiality, denial of assistance and, termination of tenancy.

Definitions for domestic violence, dating violence and stalking are as follows:

1. Domestic Violence- [as defined in Section 40002 of VAWA 1994] which states as follows: The term "domestic violence" includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabited with the victim as a spouse, by a person similarly situated to a spouse of a the victim under the domestic or family laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

2. Dating Violence- [as defined in Section 40002 of the VAWA 1994] which states as follows: The term "dating violence" means violence committed by a person who (a) is or has been in a social relationship of a romantic or intimate nature with the victim; and (b) where the existence of such a relationship shall be determined based on a consideration of the following factors: (i) the length of the

relationship; (ii) the type of relationship; and (iii) the frequency of interaction between the persons involved in the relationship.

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

4. Immediate Family Member-“means, with respect to a person-(a) a spouse, parent, brother, sister, or child of that person, or individual to whom that person stands in loco parentis; or (b) any other person living in the household of that person and related to that person by blood or marriage.

5. Perpetrator-means a person who commits and act of domestic violence, dating violence or stalking against a victim

The Monroe County Housing Authority’s statement/ description of the following as required by VAWA 2005:

(1) any activities, services, or programs provided or offered by an agency, either directly or in partnership with other with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking;

**The Monroe County Housing Authority works in partnership with the Monroe County Sheriff’s Office and the Florida Domestic Abuse Shelter of the Florida Keys to provide activities, services and programs to child or adult victims of domestic violence, dating violence, sexual assault and stalking. Specifically provides emergency protective shelter, a 24 hour hotline, one-on-one counseling, advocacy, children’s services, case management, support groups, transitional housing, batterer’s intervention groups, community education and awareness, and information and referrals to those seeking assistance in other matters.**

(2) any activities, services, or programs provided, to child or adult victims of domestic violence, dating violence, sexual assault, and stalking to obtain or maintain housing;

**It is the policy of the Monroe County Housing Authority to assist child or adult victims of domestic violence, dating violence, sexual assault, and stalking maintain housing by terminating the assistance to remove a lawful occupant or tenant who engages in criminal acts or threatened acts of violence or stalking to family members or others without terminating the assistance or evicting victimized lawful occupants.**

(3) any activities, services, or programs provided or offered to prevent domestic violence, dating violence, sexual assault, and stalking.

**The Monroe County Housing Authority distributes pamphlets regarding the services describes above from the Florida Domestic Abuse Shelter of the Florida Keys to all new clients receiving assistance under the Housing Choice Voucher or Public Housing Programs.**



# 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 I: Summary

PLA Name: MONROE COUNTY HOUSING AUTHORITY Grant Type and Number  
Capital Fund Program Grant No:  
Replacement Housing Factor Grant No: Federal FY of Grant:  
2009

Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement  
 Performance and Evaluation Report for Period Ending:  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	-0-			
2	1406 Operations	77,495			
3	1408 Management Improvements	-0-			
4	1410 Administration	-0-			
5	1411 Audit	-0-			
6	1415 Liquidated Damages	-0-			
7	1430 Fees and Costs	-0-			
8	1440 Site Acquisition	-0-			
9	1450 Site Improvement	-0-			
10	1460 Dwelling Structures	-0-			
11	1465.1 Dwelling Equipment—Nonexpendable	-0-			
12	1470 Nondwelling Structures	-0-			
13	1475 Nondwelling Equipment	-0-			
14	1485 Demolition	-0-			
15	1490 Replacement Reserve	-0-			
16	1492 Moving to Work Demonstration	-0-			
17	1495.1 Relocation Costs	-0-			
18	1499 Development Activities	-0-			
19	1501 Collateralization or Debt Service	-0-			
20	1502 Contingency	-0-			
21	Amount of Annual Grant: (sum of lines 2 - 20)	77,495			
22	Amount of line 21 Related to 1.BP Activities	-0-			
23	Amount of line 21 Related to Section 504 compliance	-0-			
24	Amount of line 21 Related to Security - Soft Costs	-0-			
25	Amount of line 21 Related to Security - Hard Costs	-0-			
26	Amount of line 21 Related to Energy Conservation Measures	-0-			



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

**Part II: Supporting Pages**

PHA Name: MONROE COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant: 2009		Status of Work	
Development Number Name/IA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	Funds Obligated	Funds Expended		
PH 144	Sitework	1450		-0-				
Newport Village Apartments	Interior Repairs, ie: Cabinets, Painting, Blinds, Ceiling Fans, Plumbing, Flooring	1460		-0-				
	Exterior Repairs	1460		-0-				
	Refrigerators	1465		-0-				
	Ranges	1465		-0-				
	Non-Dwelling Structure	1470		-0-				
	Non-Dwelling Equipment Computer Hardware	1475		-0-				



## CAPITAL FUND PROGRAM TABLES START HERE

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: MONROE COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: FL14P14450108 Replacement Housing Factor Grant No:			Federal FY of Grant:  <b>2008</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement – Revision No. One <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/30/08 <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	-0-	-0-		
2	1406 Operations	79,154	77,495	-0-	-0-
3	1408 Management Improvements	-0-	-0-		
4	1410 Administration	-0-	-0-		
5	1411 Audit	-0-	-0-		
6	1415 Liquidated Damages	-0-	-0-		
7	1430 Fees and Costs	-0-	-0-		
8	1440 Site Acquisition	-0-	-0-		
9	1450 Site Improvement	-0-	-0-		
10	1460 Dwelling Structures	-0-	-0-		
11	1465.1 Dwelling Equipment—Nonexpendable	-0-	-0-		
12	1470 Nondwelling Structures	-0-	-0-		
13	1475 Nondwelling Equipment	-0-	-0-		
14	1485 Demolition	-0-	-0-		
15	1490 Replacement Reserve	-0-	-0-		
16	1492 Moving to Work Demonstration	-0-	-0-		
17	1495.1 Relocation Costs	-0-	-0-		
18	1499 Development Activities	-0-	-0-		
19	1501 Collateralization or Debt Service	-0-	-0-		
20	1502 Contingency	-0-	-0-		
21	Amount of Annual Grant: (sum of lines 2 – 20)	79,154	77,495	-0-	-0-
22	Amount of line 21 Related to LBP Activities	-0-	-0-		
23	Amount of line 21 Related to Section 504 compliance	-0-	-0-		
24	Amount of line 21 Related to Security – Soft Costs	-0-	-0-		
25	Amount of Line 21 Related to Security – Hard Costs	-0-	-0-		
26	Amount of line 21 Related to Energy Conservation Measures	-0-	-0-		





## CAPITAL FUND PROGRAM TABLES START HERE

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: MONROE COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: FL14P14450107 Replacement Housing Factor Grant No:			Federal FY of Grant:  <b>2007</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement – Revision No. One <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/30/08 <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	-0-			
2	1406 Operations	79,154		79,154	52,761
3	1408 Management Improvements	-0-			
4	1410 Administration	-0-			
5	1411 Audit	-0-			
6	1415 Liquidated Damages	-0-			
7	1430 Fees and Costs	-0-			
8	1440 Site Acquisition	-0-			
9	1450 Site Improvement	-0-			
10	1460 Dwelling Structures	-0-			
11	1465.1 Dwelling Equipment—Nonexpendable	-0-			
12	1470 Nondwelling Structures	-0-			
13	1475 Nondwelling Equipment	-0-			
14	1485 Demolition	-0-			
15	1490 Replacement Reserve	-0-			
16	1492 Moving to Work Demonstration	-0-			
17	1495.1 Relocation Costs	-0-			
18	1499 Development Activities	-0-			
19	1501 Collateralization or Debt Service	-0-			
20	1502 Contingency	-0-			
21	Amount of Annual Grant: (sum of lines 2 – 20)	79,154		79,154	52,761
22	Amount of line 21 Related to LBP Activities	-0-			
23	Amount of line 21 Related to Section 504 compliance	-0-			
24	Amount of line 21 Related to Security – Soft Costs	-0-			
25	Amount of Line 21 Related to Security – Hard Costs	-0-			
26	Amount of line 21 Related to Energy Conservation Measures	-0-			





## CAPITAL FUND PROGRAM TABLES START HERE

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
PHA Name: MONROE COUNTY HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: FL14P14450106 Replacement Housing Factor Grant No:			Federal FY of Grant:  <b>2006</b>
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement – Revision No. One <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 06/30/08 <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	-0-			
2	1406 Operations	75,109	77,328	77,328	75,109
3	1408 Management Improvements	-0-			
4	1410 Administration	-0-			
5	1411 Audit	-0-			
6	1415 Liquidated Damages	-0-			
7	1430 Fees and Costs	-0-			
8	1440 Site Acquisition	-0-			
9	1450 Site Improvement	-0-			
10	1460 Dwelling Structures	-0-			
11	1465.1 Dwelling Equipment—Nonexpendable	-0-			
12	1470 Nondwelling Structures	-0-			
13	1475 Nondwelling Equipment	-0-			
14	1485 Demolition	-0-			
15	1490 Replacement Reserve	-0-			
16	1492 Moving to Work Demonstration	-0-			
17	1495.1 Relocation Costs	-0-			
18	1499 Development Activities	-0-			
19	1501 Collateralization or Debt Service	-0-			
20	1502 Contingency	-0-			
21	Amount of Annual Grant: (sum of lines 2 – 20)	75,109	77,328	77,328	75,109
22	Amount of line 21 Related to LBP Activities	-0-			
23	Amount of line 21 Related to Section 504 compliance	-0-			
24	Amount of line 21 Related to Security – Soft Costs	-0-			
25	Amount of Line 21 Related to Security – Hard Costs	-0-			
26	Amount of line 21 Related to Energy Conservation Measures	-0-			





# Capital Fund Program Five-Year Action Plan

## Part I: Summary

PHA Name MONROE COUNTY HOUSING AUTHORITY		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:				
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: PHA FY: 2010	Work Statement for Year 3 FFY Grant: PHA FY: 2011	Work Statement for Year 4 FFY Grant: PHA FY: 2012	Work Statement for Year 5 FFY Grant: PHA FY: 2013	
FL 144 NEWPORT VILLAGE APTS.	Approved Successful					
Operation		77,495	77,495	77,495	77,495	
Mgmt Improvements		-0-	-0-	-0-	-0-	
Administration		-0-	-0-	-0-	-0-	
Site Improvements		-0-	-0-	-0-	-0-	
Dwelling Structures		-0-	-0-	-0-	-0-	
Dwelling Equipment		-0-	-0-	-0-	-0-	
Non-Dwelling Struct.		-0-	-0-	-0-	-0-	
Non-Dwelling Equip.		-0-	-0-	-0-	-0-	
CFP Funds Listed for 5-year planning		77,495	77,495	77,495	77,495	
Replacement Housing Factor Funds						



