



8.2	<b>Capital Fund Program Five-Year Action Plan.</b> As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i> , form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.
8.3	<b>Capital Fund Financing Program (CFFP).</b> <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.

**Housing Needs.** Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.

This section describes the housing needs of the low-income, very low-income, and extremely-low income families, elderly families, and families with disabilities, and households of various races and ethnic groups who reside in the Housing Authority's jurisdiction, and other families who are on the Section 8 tenant-based assistance waiting list. The update on the information on the housing and homeless needs of the various groups is based on the 3-5 Year Strategic Plan for the Town of Normal Consolidated Plan and the 2005-2007 American Community Survey data on affordable housing for Bloomington/Normal, Illinois.

The housing need assessment discussed is organized into four components. These include:

- (1) Families with incomes below 30 percent of area median
- (2) Elderly families
- (3) Families with disabilities
- (4) Households of various races and ethnic groups residing in the Town of Normal or on the waiting list.

#### **Extremely Low-Income**

Households with incomes under 30% of the HUD adjusted area median income are classified extremely low income. According to the Town of Normal's Consolidated Plan, approximately 19% of the population was living below the poverty line. In 2008, 8,377 households could not afford fair market rent. In addition, 3,156 Section 8 and public housing units existed, which included public housing units and some Section 8 units outside of Normal's jurisdiction located in Bloomington.

In 2009, the area median income was \$75,500 annually for Bloomington/Normal. A family of four with an annual income of \$22,650 is considered extremely low income, a \$37,750 annual income for a family of four is very low income and a family of four with an annual income of \$60,400 is low income. The total number of households in Normal was 56,746 and 34% were renters. Fair market rent for a 2-bedroom was \$696, a 27% increase from 2000. 43% of renters were unable to afford a 2-bedroom fair market rent. To afford a 2-bedroom apartment, a worker would have to make \$13.38 an hour. The estimated renter wage is reported \$12.48. The most serious lower income rental housing needs are for those renters at 30% of median family income and below. These are households that are extremely low-income.

Affordable homeownership is also a problem for households between 30-50% of median family income and below. There are 3 homeowners in the City of Bloomington classified as extremely low income and 69.5% of the extremely low-income families experience some housing problems. According to HUD's Comprehensive Housing Affordability Study (CHAS) data for 2000, there were no vacant units for sale affordable for those households at 30% of median and below.

#### **Very Low-Income**

Households with incomes between 30 and 50% of median family income are classified as very low-income. Affordable homeownership is a problem for households between 30-50% MFI in Normal. Large owner occupied households report a higher percentage of any housing problems over rental. Of those with a cost burden for the very low-income owner occupied household, the small owner occupied households reports a high percentage compared to large owner occupied households. Finally, of those rental households with a cost burden, small households report a higher percentage than large rental households with housing problems.

#### **Elderly Families**

According to the Consolidated Plan for the Town of Normal, of the 113 elderly who rent and 238 elderly who own with household income between 30% MFI to no greater than 50% MFI who have reported any type of housing problems, those who rent experience a higher percentage of problems. For those elderly who have a cost burden below 30% MFI, rental households experience a higher rent burden than owner occupied households. Housing for the elderly has been predominately sufficient. The Housing Authority of the City of Bloomington has a substantial number of vacant units for elderly households at Wood Hill Towers. Currently there are 75 vacancies at Wood Hill Towers, which could be housing for elderly renters. .

#### **Families with Disabilities Group**

According to data taken from the Town of Normal Consolidated Plan, 3,970 persons with disabilities reside in Normal. Of that total 30% are age 65 and older. The total number of people reporting a disability was 6,811 and varied by age, from 5% of people 5 to 15 years old, to 8% of people 16 to 64 years old and to 40% of those 65 and older.

Information contained in the Consolidated Plan identified there is a housing need for accessible independent living, assisted living and permanent supportive housing. In addition, the highest level of need for permanent housing for special populations is among persons with severe mental illness, persons with developmental disabilities and unaccompanied youth. Due to budget cutbacks in housing for people with severe mental illness and people with developmental disabilities, a lack of available housing will be a significant issue for the next five years, according to the Consolidated Plan.

Although the units are not located in Normal, the Housing Authority of the City of Bloomington owns five buildings with 48 one bedroom units of housing designed for the developmentally disabled. A total of 12 units are wheelchair handicapped accessible.

The HACB has underway an aggressive renovation project to upgrade and expand the number of accessible units for the physically handicapped throughout various developments. There are a total of 31 one bedroom units that are fully accessible for the physically handicapped and six units are accessible for the hearing impaired at Wood Hill Towers. The remaining units at Wood Hill Towers contain some features that are accessible for the physically handicapped. Another site designed for the elderly and disabled named John Kane Homes has five 2 bedroom units and 1 one bedroom unit that is wheelchair handicapped accessible. In addition, one of the 2 bedroom unit is also accessible for the hearing impaired.

The HACB has converted a variety of units in our family developments that are accessible for the physically handicapped. There are 2, 3, and 4 bedroom accessible units for wheelchair users. In the next five years, the HACB will continue to convert more units accessible for the physically handicapped.

#### **Race/Ethnic Group**

Minority households bear a disproportionate share of the housing problems. According to the SOCDS CHAS data for Housing Problems Output, Hispanic and Asian households have a disproportional need for affordable housing. For Asian household renting with income greater than 30% MFI but less than 50% MFI have a greater need for affordable housing. For Hispanic households who are renting with incomes greater than 30% MFI but less than 50% MFI faced housing problems.

For homeownership, Hispanic households in all income categories faced housing problems, with the exception of the income greater than 80% MFI. Black households owning their home had housing problems in only one income area, which was less than 50% MFI and less than 30% MFI.

The Hispanic Families Work Group published a report April 2009 that Latinos face multiple housing issues in Bloomington/Normal. According to the report, a majority of Latinos rent or own mobile homes and very few reside in public housing. The report further revealed that housing issues were at the lower end of the list of concerns for Bloomington/Normal Latinos.

The Town of Normal looked at data from the Department of Commerce and Economic Opportunity for its breakdown of population. The population projections for the Town of Normal are 146,111 White residents, 12,182 Black or African American residents, 5,005 Asian residents, 4,907 Latino and 5,313 as other.

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9.1	<p><b>Strategy for Addressing Housing Needs.</b> 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. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</b></p> <p>The Housing Authority of the County of McLean has adopted a five-year plan that addresses the housing needs of families of the Section 8 Housing Choice Voucher program and on the waiting list for the next five years.</p> <p>The target populations the Housing Authority has identified as a priority for addressing affordable housing are the extremely low-income and low-income households in McLean County.</p> <p>The Housing Authority will operate a Project Based Voucher program to deconcentrate poverty and expand housing and economic opportunities for families of the Housing Choice Voucher program.</p> <p>The Housing Authority will apply for additional vouchers whenever possible.</p>
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**Additional Information.** Describe the following, as well as any additional information HUD has requested.

(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.

The Housing Authority of the County of McLean continues to strive and work toward meeting the mission and goals of the agency's 5-Year Plan and Annual Plan. The statements, budget summary, policies, etc. set forth in the plans all lead towards the accomplishment of our goals and objectives.

The mission of the HACM is to provide quality, affordable housing and self-sufficiency opportunities to low and moderate income citizens of McLean County. We continue to work toward achieving the goals established under the 5-Year Plan in 2010.

Areas of accomplishments for FY 2009 include, but are not limited to, activities to promote economic self-sufficiency opportunities for the clients we serve and the preservation of existing housing choice voucher units. The Housing Authority was able to maintain the highest level of productivity on key management indicators. The Housing Authority was designated a High Performer Status under the Section Eight Management Assessment Program by HUD.

The Housing Choice Voucher Family Self Sufficiency program had two participants to purchase homes last year and graduate from the program. Both participants are independent of government assistance.

The plans, statements, budget summary and policies all lead towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach to otherwise provide high-quality housing to eligible participants in a cost-effective manner that also promotes self-sufficiency.

(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"

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, objectives, or plans of the agency and which require formal approval of the Board of Commissioners.

© Violence Against Women Act Statement

10.0

The federal Violence Against Women Act of 2005 requires that housing authorities set forth in our Annual Plan a description of any activities, services, or programs provided or offered by our public housing agency that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing.

The Housing Authority of the County of McLean operates the Section 8 Program. The goals, objectives, policies, or programs have been revised to enable the housing authority to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. We have decided to set the following policies for the Section 8 Program.

1. An applicant or participant who has been a victim of domestic violence, dating violence, sexual assault or stalking will not be denied program assistance or denial of admission if the victim is an otherwise qualified applicant or participant.
2. A victim of domestic violence will not be terminated due to criminal activity directly relating to domestic violence, dating violence, sexual assault or stalking. This will also include members of the participant's immediate family.
3. A victim of domestic violence must provide written proof of certification of the violence. acceptable verification includes:
  - a. Court record
  - b. Police (law enforcement) record
  - c. Statement from a victim service provider, medical professional or lawyer containing:
    - i. Statement the individual helped the participant address the violence;
    - ii. Name of the perpetrator;
    - iii. Statement under penalty of perjury that the provider believes the incident or incidents is bona fide incidents of abuse;
    - iv. Participant must also sign or attest to the provider's statement.
4. Participant has a minimum of fourteen (14) business days to provide the requested proof.
5. The Housing Authority will refer the victim to Mid Central Community Action, a local agency that assists victims of domestic violence.
6. All Section 8 participants shall receive notification of their rights under the VAWA.
7. All applicants for the Housing Authority operated housing programs shall receive notification of their rights under VAWA.

<p><b>11.0</b></p>	<p><b>Required Submission for HUD Field Office Review.</b> In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. <b>Note:</b> Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>No comments were received by the Housing Authority from any member of the Resident Advisory Board.</p> <p>(g) Challenged Elements</p> <p>No elements of the plan were challenged.</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

## Resident Membership on Board

Cecilya Chandler, a Section 8 Housing Choice Voucher Participant, was appointed to the Board of Commissioners by the McLean County Board on March 16, 2010. She was appointed to complete a five year term scheduled to expire on December 26, 2011.

# **Goals and Objectives**

## **2010 – 2014**

**Goal One: The Housing Authority of the County of McLean shall retain its High Performer Status under SEMAP for each of the five years of this Plan.**

Make at least one presentation per year to the McLean County Apartment Association and personally visit at least three landlords per quarter to encourage participation.

**Goal Two: Maintain our focus on the essential mission of the housing authority while managing change.**

**Goal Three: Increase the amount of Affordable Housing in McLean County.**

Apply for additional Housing Choice Vouchers whenever possible.

## **CARBON MONOXIDE ALARM DETECTOR ACT STATEMENT**

The Housing Authority of the City of Bloomington operates both Public Housing and Section 8 Programs. In accordance with the Illinois Carbon Monoxide Alarm Detector Act (Public Act 094-0741) the Housing Authority has established the Carbon Monoxide Alarm Detector Plan which incorporates the following requirements for the Public Housing Program:

Every public housing dwelling unit with furnaces and hot water heaters must be equipped with at least one operable carbon monoxide alarm within 15 feet of every room used for sleeping purposes.

The Housing Authority must supply and install all required alarms. Property Managers will ensure that the alarms are operable on the date the lease is signed.

The tenant is responsible for testing and maintaining the alarm after the lease commences. The tenant must notify the Housing Authority in writing of any deficiencies that the tenant cannot correct.

The Housing Authority will provide the tenant with written information regarding alarm testing and maintenance. The tenant must sign a certification form acknowledging receipt of the written information regarding alarm testing and maintenance.

Any tenant that tampers with, remove, destroy, disconnect, or remove the batteries from any installed carbon monoxide alarm may be subject to criminal prosecution.

Dwelling units that do not rely on combustion of fossil fuel for heat, ventilation or hot water, is not sufficiently close to any ventilated source of carbon monoxide to receive carbon monoxide from that source or dwelling unit or is not sufficiently close to any source of carbon monoxide as determined by the local building commissioner are exempt from the Act.

The following Carbon Monoxide Alarm Detector Plan incorporates the requirements for the Section 8 Program:

Every housing assisted unit under the Section 8 Housing Choice Voucher Program must be equipped with at least one operable carbon monoxide alarm within 15 feet of every room used for sleeping purposes.

The alarm may be combined with smoke detecting devices provided the unit complies with respective standards and the alarm differentiates the hazard.

The owner of the assisted housing unit must supply and install all required alarms. The landlord must ensure that the alarms are operable on the date of the initiation of a lease.

The tenant is responsible for testing and maintaining the alarm after the lease commences. The tenant must notify the owner and the Section 8 office in writing of any deficiencies that the tenant cannot correct.

The Section 8 tenant shall be furnished with written information regarding alarm testing and maintenance. The tenant must sign a certification form acknowledging receipt of the written information regarding alarm testing and maintenance.

Any tenant that tampers with, remove, destroy, disconnect, or remove the batteries from any installed carbon monoxide alarm may be subject to criminal prosecution.

Dwelling units that do not rely on combustion of fossil fuel for heat, ventilation or hot water, is not sufficiently close to any ventilated source of carbon monoxide to receive carbon monoxide from that source or dwelling unit or is not sufficiently close to any source of carbon monoxide as determined by the local building commissioner are exempt from the Act.

## **Violence Against Women Act Statement**

The federal Violence Against Women Act of 2005 requires that housing authorities set forth in our Annual Plan a description of any activities, services, or programs provided or offered by our public housing agency that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing.

The Housing Authority of the County of McLean operates the Section 8 Program. The goals, objectives, policies, or programs have been revised to enable the housing authority to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. We have decided to set the following policies for the Section 8 Program.

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3. A victim of domestic violence must provide written proof of certification of the violence. acceptable verification includes:
  - a. Court record
  - b. Police (law enforcement) record
  - c. Statement from a victim service provider, medical professional or lawyer containing:
    - i. Statement the individual helped the participant address the violence;
    - ii. Name of the perpetrator;
    - iii. Statement under penalty of perjury that the provider believes the incident or incidents is bona fide incidents of abuse;
    - iv. Participant must also sign or attest to the provider's statement.
4. Participant has a minimum of fourteen (14) business days to provide the requested proof.
5. The Housing Authority will refer the victim to Mid Central Community Action, a local agency that assists victims of domestic violence.
6. All Section 8 participants shall receive notification of their rights under the VAWA.
7. All applicants for the Housing Authority operated housing programs shall receive notification of their rights under VAWA.





March 31, 2010

TO: Board of Commissioners City of Bloomington

FROM: Kay T. Thompson, Section 8 Director

RE: Section 8 Department report of work completed in March 2010

Staff Includes: Kay Thompson, Director; Caryl Hoobler, Assist. Director; Jorge Ovalle, Programs Director (Family Self-Sufficiency, Section 8 Homeownership program); Carlos Diaz, Inspector; Chuck Helbig, Section 8 Clerk.

Annual Recertification Interviews: 51

Terminations: 3

Interim Reviews: 28

Landlord Buyouts: 0

Moves: 7

Section 8 Inspections: 168

New Participants: 3

Annual Recertifications completed: 33

Hearings: 1

**Bloomington Housing Authority financial:**

Lease up: 425 out of 430 Vouchers on March 1st.

Lease up: 427 out of 430 Vouchers on March 31st.

Figures for March were as follows:

3,522.00 deposited into FSS Escrow accounts

181,366.00 Bloomington HAP checks issued to landlord and utility checks to clients

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\$184,888.00 = March amount spent (\$187,014.00 allotted)

We have received notification from HUD that the SEMAP score for fiscal year ending on 12-31-09 was 100%.

I am asking the Board to review the following change to the Administrative Plan. The last sentence under PHA Policy will change from "The PHA will not provide PBV assistance for excepted units" to "The PHA will provide PBV assistance for excepted units on a case by case review." Resolution # will need to be passed in order to accept this change.

## **17-VII.D. EXCEPTIONS TO THE OCCUPANCY CAP [24 CFR 983.261]**

The PHA may not pay housing assistance under a PBV HAP contract for more than 25 percent of the number of dwelling units in a building unless the units are [24 CFR 983.56]:

- In a single-family building;
- Specifically made available for elderly or disabled families; or
- Specifically made available for families receiving supportive services as defined by the PHA. At least one member must be receiving at least one qualifying supportive service.

If a family at the time of initial tenancy is receiving and while the resident of an excepted unit has received Family Self-Sufficiency (FSS) supportive services or any other service as defined as defined by the PHA and successfully completes the FSS contract of participation or the supportive services requirement, the unit continues to count as an excepted unit for as long as the family resides in the unit.

A family (or remaining members of a family) residing in an excepted unit that no longer meets the criteria for a “qualifying family” in connection with the 25 percent per building cap exception (e.g., the family does not successfully complete supportive services requirements, or due to a change in family composition the family is no longer elderly or disabled), must vacate the unit within a reasonable period of time established by the PHA, and the PHA must cease paying housing assistance payments on behalf of the non-qualifying family.

If the family fails to vacate the unit within the established time, the unit must be removed from the HAP contract unless the project is partially assisted, and it is possible for the HAP contract to be amended to substitute a different unit in the building in accordance with program requirements; or the owner terminates the lease and evicts the family. The housing assistance payments for a family residing in an excepted unit that is not in compliance with its family obligations to comply with supportive services requirements must be terminated by the PHA.

### **PHA Policy**

**The PHA will provide PBV assistance for excepted units on a case by case review.**

## **RESOLUTION #**

WHEREAS, in reviewing the Chapter regarding Project Based Vouchers in the Section 8 Administrative Plan, the Housing Authority of the City of Bloomington has deemed it necessary to make a change to the Plan.

Whereas, the PHA Policy on page 17-43 will now state "The PHA will provide PBV assistance for excepted units on a case by case review."

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners supports and approves this amendment to the Administrative Plan.

I am asking the Board to review the following change to the Administrative Plan. The last sentence under PHA Policy will change from "The PHA will not provide PBV assistance for excepted units" to "The PHA will provide PBV assistance for excepted units on a case by case review." Resolution # will need to be passed in order to accept this change.