OMB Approval No: 2577-0226
(exp. 02/28/2006)

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

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# PHA Plans

## 5 Year Plan for Fiscal Years 2006 - 2011
## Annual Plan for Fiscal Year 2011

**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: Housing Authority of the City of Orange

## PHA Number: NJ 025

## PHA Fiscal Year Beginning: 04/1/2010

## Public Access to Information

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

**X Main administrative office of the PHA**
**340 Thomas Boulevard**
**Orange, New Jersey 07050**

## Display Locations For PHA Plans and Supporting Documents

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

**X Main administrative office of the PHA**
**340 Thomas Boulevard**
**Orange, New Jersey 07050**

**X PHA development management offices**
**85 Wilson Place**
**Orange, New Jersey 07050**

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

**X Main business office of the PHA**
**340 Thomas Boulevard**
**Orange, New Jersey 07050**

# 5-YEAR PLAN
# PHA FISCAL YEARS 2006 - 2011
[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)

X **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**.

## 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**:
- X Leverage private or other public funds to create additional housing opportunities:
- **X 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)**
- **X Improve voucher management: (SEMAP score)**
- **X Increase customer satisfaction**:
- ☐ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- ☐ Renovate or modernize public housing units:
- ☐ Demolish or dispose of obsolete public housing:
- ☐ Provide replacement public housing:



form **HUD 50075** (03/2003)

☐ Provide replacement vouchers:
☐ Other: (list below)

☐ PHA Goal: Increase assisted housing choices
Objectives:
X Provide voucher mobility counseling:
☐ Conduct outreach efforts to potential voucher landlords
X Increase voucher payment standards
X Implement voucher homeownership program:
X Implement public housing or other homeownership programs:
☐ Implement public housing site-based waiting lists:
X 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:**

* **Identification Program**
* **Resident Patrols**
* **Community Watch Program**

☐ 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:**

- ☐ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- **X** **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**:
- ☐ 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 2011
[24 CFR Part 903.7]

## i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

**X Standard Plan**

## ii. Executive Summary of the Annual PHA Plan

The Housing Authority of the City of Orange was founded in 1938 to provide decent, safe and sanitary housing to lower income people, using funds from the U.S. Department of Housing and Urban Development and other assistance made available for such purposes.

In 1953, our first complex, Dr. Walter G. Alexander Court was erected and in 1954, Father Rasi Homes was built to house the elderly and disabled.

The Section 8 Program was enacted as part of the Housing and Community Development Act of 1974, which codified the U.S. Housing Act of 1937. The Orange Housing Authority is currently administering 740 Housing Choice Vouchers. The Section 8 Program was enacted as part of the Housing and Community Development Act of 1974, which codified the U.S. Housing Act of 1937. The requirements of this rental assistance program are described in the Section 8 Administrative Plan and implemented through the Section 8 housing office.

Overall, the Orange Housing Authority's image can be characterized as one that promotes improvement in the quality of life and economic stability for our resident population. The Orange Housing Authority further works to ensure equal opportunity in housing for all Americans.

**Overview**

Since its inception, the Authority has worked with citizens of the community to provide affordable, decent, safe and sanitary housing for low-income families, seniors and disabled citizens.

The Quality Work and Housing Responsibility Act of 1998 mandated changes in the operation of this housing authority. The Orange Housing Authority continues to be faced with the decreasing availability of funding and the need to increase services for low-income Americans.

New Jersey Housing Authorities are unique in that they are the only housing authorities in the country required to have their Executive Director and members of the Board of Commissioners certified by the State. The State Department of Community Affairs is responsible for administering a course of study for Executive Directors that is comprised of (10) courses. The course study for Commissioners is five (5) courses. Executive Directors have two years in which to successfully complete their courses and Commissioners have

eighteen (18) months. In addition to the successful completion of their course of study, Executive Directors must have five (5) years experience and hold a four-year college degree.

The Orange Housing Authority's business office is located at 340 Thomas Boulevard, Orange, New Jersey 07050. There is also a rental office located at our Walter G. Alexander Court site at 85 Wilson Place, Orange, New Jersey 07050. The Orange Housing Authority has been operating under federal subsidy, rental income, and grants to fund its programs. The availability of funding is essential for the Authority to maintain its current level of operations and provide services to its residents and assisted families.

The Orange Housing Authority is now at a point where they must continue to provide all programs under limited budget constraints, with more extensive regulations and laws. We submitted Hope VI Demolition and Revitalization Application in 2001, which was not funded, and we were unable to meet criteria threshold requirements for the 2002 Hope VI round for our Fr. Rasi Homes complex. With the ever present threat of drugs and violence in and around the Fr. Rasi complex and the cost of maintaining an antiquated building, the Authority began the process of relocation of its residents at Fr. Rasi Homes. The first residents were relocated in August of 2002 and we successfully vacated the site 100% by September of 2003, a little over a year later. The Housing Authority applied for and successfully obtained a HOPE VI Demolition grant in 2003 for the demolition of Fr. Rasi Homes. The demolition has been 100% completed and the land cleared.

A HOPE VI Revitalization Grant was submitted to HUD on January 20, 2004. We did not receive funding for that grant. However, we have final approval of site plans for South Essex Court, a 75 unit complex on the former Fr. Rasi Homes site. The site will consist of a mixed-use development consisting of seventy-five (75) affordable housing units and 11,300 square feet of commercial/retail space on the former site of the Father Rasi Homes, which have recently been demolished. The development will be comprised of five (5) buildings. Two of the buildings will be four-story, mixed use structures with the commercial space on the ground floor and residential apartments on the upper floors. These two buildings will be located to provide frontage along South Essex Avenue. The commercial use in one of the buildings (4,540 square feet) is designated as a potential daycare center use. The remaining three buildings will be three-story, "row house" style residential structures. One of the buildings will be positioned with frontage along a new private roadway that will connect the dead-end of Columbia Street with South Essex Avenue.

Site improvements include fifty-six (56) off-street parking spaces within two surface parking lots as well as eight on-street parking spaces along the private roadway extension of Columbia Street for a total of sixty-four (64) dedicated parking spaces provided. Other site improvements include internal walkways, landscaping, lighting and stormwater drainage. The subject development is located in the Transit Village Redevelopment District.

The proposed development will be comprised of fifty-two (52) two-bedroom units and twenty-three (23), three-bedroom units distributed throughout the five buildings. In accordance to the redevelopment plan, one off-street parking space is required for each dwelling unit thereby requiring a total of seventy-five (75) off-street parking spaces for the residential portion of the development. In accordance to the Redevelopment Plan, the first 5,000 square feet of commercial development does not require off-street parking. The plan also provides 4,540 square feet of daycare center use. In accordance to the Municipal land

Use Law, the floor area utilized for a child daycare center is exempt from municipal parking regulations. Off-street parking will therefore be required for the remaining 1, 762 square feet of commercial space. Based upon the City Ordinance one space per 300 square feet of floor area for a total of six (6) off-street parking spaces will be required. If a daycare center is not provided and this space becomes commercial, the number of required off-street parking spaces related to the non-residential use would be twenty-one (21) spaces. Therefore, the total number of off-street parking spaces required will be from a minimum of eighty-one (81) to a maximum of ninety-six (96). Sixty-four (64) spaces have been provided within the two surface parking lots and the eight, on-street parking spaces along the private roadway. In October of 2008, The City of Orange Housing Authority officially began the process to redevelop the Property at the Dr. Walter G. Alexander complex by initiating an application to demolish the site. The application was approved shortly thereafter and the agency began to relocate residents immediately. As of December 5th 2009 all residents were relocated successfully through an internal initiative developed by the staff. Each resident was interviewed and an individual housing plan was developed for each resident. Additionally, residents were told were they could go in the event that they encounter problems with their new residency. We have had no participants that have failed. We believe this is the case because of the detailed approach to interviewing each resident and speaking with them about their future goals. While proceeding with the relocation, the agency was working diligently on establishing a new plan to redevelop the new site. The agency hired Metro Company LLC to assist with the planning and application process to garner $ 14,000,000 in tax credits from the State to support a newly designed development on the site of the Dr. Walter G. Alexander Complex. The agency also hired Kitchen and Associates to design the facility and Birdsell Engineer to provide engineer support for the effort. The legal team of McManimon and Scotland were also engaged to provide legal support for all of the contract issues and to provide the required legal reports and records to the City and State government. The agency also established a nonprofit agency, the Orange Housing Development Corporation to take the lead as the developer on the project. With all of our partners in place we believe we are prepared to develop a 66 unit tax credit development that will be ecstatically pleasing and architecturally sound.

Scatted Site Acquisition Program

On the scattered site acquisition program, the agency has developed an aggressive goal of owning 40 units of scattered sites housing by March 31, 2010. At this point, the agency owns 10 units of scatted sites and 4 have been redeveloped and we are collecting $ 4,610.00 in rents on the same. We are in the process of developing the other 6 units that will potentially provide close to $ 8,100. If all goes well with procuring the additional 30 units we will be able to collect close to $ 50,000 in income per month for the 40 units.

The whole objective of the plan is to redevelop units in that have been nonperforming and nontax paying in neighborhoods for a year or more. As we redevelop the units we will pay taxes on the same and we will occupy the units with tenants that will be part of our Family Self-Sufficiency Program and our Home Ownership Program. Each potentially tenant will be trained on aspects of homeownership and have an opportunity after 5 years to purchase the homes that we have available. Each participant will also have an opportunity to escrow money above and beyond their initial rental rate as they make more money. The escrowed amount will be used as a down payment for the purchase of the house. They will also be able to utilize their Section 8 voucher to assist with paying for the rent.

## Objectives

The Orange Housing Authority will strive to increase the availability of decent, safe and sanitary housing in the area and to ensure equal opportunity in housing for all Americans. The Authority will promote self-sufficiency of families and individuals that are participants and residents, to improve the quality of life and economic stability of our residents. These goals and objectives are further described in the Admissions, Occupancy and Rental Policy that has been adopted by the Board of Commissioners.

## Capital Improvements

According to the opportunities and requirements for the Orange Housing Authority described in this annual plan, and based on what we feel are sound business assumptions; our annual capital requirements are as listed in our budgets submitted to HUD for funding.

To accomplish this goal we have developed a comprehensive plan to intensify and accelerate our marketing activities and improve our customer service operation. To implement our plans we will need adequate funding revenues, including the procuring of grants to aid in our efforts to comply with this plan.

### Administrative Management Team

| | |
|---|---|
| Executive Director | Sr. Account Clerk |
| Program Director, HAPP | Account Clerk |
| Public Housing Manager, On Site | Housing Aide |
| Administrative Secretary | Clerk Typist, Management |
| Accounting Assistant | Clerk |

The Board of Commissioners is comprised of seven members. The Mayor of the City of Orange Township appoints one Commissioner and the Governor of the State of New Jersey appoints one Commissioner. The municipal governing body appoints the five remaining members. The Board of Commissioners establishes policies for the agency. They also appoint an Executive Director, and provide other services as described in the By Laws of the Orange Housing Authority. The Board of Commissioners is not responsible for management decisions on the day-to-day operations of the Authority. In addition, the Board members provide tremendous support for management decisions and creativity.

**Service Strategy**

The Orange Housing Authority will provide the goals and objectives as described herein and will develop annual plans for each specific year. We will also continue to provide the maximum services possible consistent with our available funds.

## Customer Profile

The Orange Housing Authority's primary market is low income, African American citizens. Over the last five years, there has also been an increased market for Latino and Haitian Citizens. The most typical customer for our assistance is a low income single female head of household that needs assistance to to provide housing for their family. With the inception of the 1998 Quality Work and Housing Responsibility Act, our client base has changed because of income targeting. In the public housing program, we must now accept 40% of new admissions with incomes at or below 30% of the area median. For the rental assistance program we must accept 75% of new admissions with incomes at or below 30% of the area median. This has an effect on our ability to create mixed income complexes, assist working families, and generate rental income for operations.

## Affirmative Marketing Plan

The Orange Housing Authority's marketing strategy is to improve, promote and support the fact that our housing can benefit low income citizens by assisting them in obtaining self-sufficiency, improving the quality of their lives and obtaining economic stability.

The Orange Housing Authority's affirmative marketing strategy plans to inform the public we wish to serve of the availability of our housing and services through advertisement in the local and minority newspapers, bulletin boards and other selected communication vehicles. The Authority also plans to reach the major non-English speaking communities in their native tongues when possible, practical and cost effective.

## Advertising and Promotion

The Orange Housing basic advertising and promotional objectives are to reposition it as a more than reasonable choice in the market of affordable housing. We will attempt to develop an advertising campaign built on real social service program offerings and the attendant concept of decent, safe and affordable housing for American citizens and the primary goal of the Orange Housing Authority to ensure equal opportunity in housing for all citizens, thereby improving the quality of life for residents and participants.

## Conclusion

The Orange Housing Authority will work toward increasing the availability of decent, safe and affordable housing and will do all that is possible to ensure equal opportunity in Housing for all Americans. The Authority will promote self-sufficiency and asset development of families and individual residents and work to improve the quality of life and economic stability of residents and participants.

The Authority will also make every effort to garner useful services from other entities within the municipality, county, state in the public and/or private sectors.

**Streamlined Plan:**

- ☐ **High Performing PHA**
- ☐ **Small Agency (<250 Public Housing Units)**
- ☐ **Administering Section 8 Only**
- **X** **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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**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 2006 Capital Fund Program Annual Statement
X Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

☐ PHA Management Organizational Chart
☐ FY 2005 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)
☐ Other (List below, providing each attachment name)

**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** |

| 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 |
| | Fair Housing Documentation:<br>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 | 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:<br>Housing Needs |
| | Most recent board-approved operating budget for the public housing program | Annual Plan:<br>Financial Resources; |
| | 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:<br>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 Quality Housing and Work Responsibility Act Initial Guidance; Notice* and any further HUD guidance) and<br>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<br>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<br>X check here if included in the public housing A & O Policy | Annual Plan: Rent Determination |
| X | Section 8 rent determination (payment standard) policies<br>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<br>X check here if included in the public housing | Annual Plan: Grievance Procedures |

| List of Supporting Documents Available for Review | | |
|---|---|---|
| **Applicable & On Display** | **Supporting Document** | **Applicable Plan Component** |
| | A & O Policy | |
| X | Section 8 informal review and hearing procedures<br>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 |
| X | Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant | Annual Plan: Capital Needs |
| 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 |
| X | 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 |
| | Approved or submitted public housing homeownership programs/plans | Annual Plan: Homeownership |
| | Policies governing any Section 8 Homeownership program<br>☐ check here if included in the Section 8 Administrative Plan | Annual Plan: Homeownership |
| X | 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 |
| X | Troubled PHAs: MOA/Recovery Plan | Troubled PHAs |
| | Other supporting documents (optional)<br>(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 | 1,118 | | 780 | 769 | 163 | 1,2,3 | Orange |
| Income >30% but <=50% of AMI | 795 | | | | | | |
| Income >50% but <80% of AMI | 1,121 | | | | | | |
| Elderly | 1,683 | | | | | | |
| Families with Disabilities | 660 | | | | | | |
| Race/Black | 24,685 | | | | | | |
| Race/Hispanic | 4,097 | | | | | | |
| Race/White | 4,337 | | | | | | |
| Race/Asain | 415 | | | | | | |

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:

☐ Other sources: (list and indicate year of information)

## 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)<br>☐ Section 8 tenant-based assistance<br>☐ Public Housing<br>X Combined Section 8 and Public Housing<br>☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional)<br>If used, identify which development/subjurisdiction: | | | |
| | # of families | % of total families | Annual Turnover |
| Waiting list total | 607 | | 25% |
| Extremely low income <=30% AMI | 500 | 82% | |
| Very low income (>30% but <=50% AMI) | 74 | 12% | |
| Low income (>50% but <80% AMI) | 32 | 5% | |
| Families with children | 450 | 74% | |
| Elderly families | 91 | 15% | |
| Families with Disabilities | 105 | 17% | |
| Race/Black | 469 | 77% | |
| Race/White | 134 | 22% | |
| Race/Latino | 26 | 4% | |
| Race/Other | 4 | 1% | |
| | | | |
| Characteristics by Bedroom Size (Public Housing Only) | | | |
| 1BR | 114 | 19% | N/A |
| 2 BR | 70 | 12% | N/A |
| 3 BR | 42 | 7% | N/A |
| 4 BR | 14 | 2% | N/A |
| 5 BR | N/A | N/A | N/A |
| 5+ BR | N/A | N/A | N/A |

| Housing Needs of Families on the Waiting List |
| --- |
| Is the waiting list closed (select one)? X No (P/H) X Yes (Section 8)<br>If yes:<br>How long has it been closed (# of months)? 7 Months<br>Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☐ Yes<br>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☐ 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.

**(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:**

Providing a decent and safe living environment through property security, upgrading curb appeal and correcting major structural damage created by vandalism utilizing capital funds.

Maintain or increase section 8 lease up rates by marketing the program to owners particularly those outside of areas of minority and poverty concentration.

The Housing Authority will reopen its closed Section waiting list in 2005. The Authority continues to hold mass interviews to maintain our lease up utilization rates. In the past we have held Landlord Outreach Seminars on an annual basis, however in FY 2005 we will do this on a semi-annual basis in order to keep existing landlords informed of upcoming legislative changes and to attract more qualified prospective owners.

Maintain or increase section 8 lease up rates by effectively screening Section 8 applicants to increase owner acceptance of the program.

The Housing Authority will continue income matching/verification efforts and other anti fraud activities to ensure that families are reporting all income and are qualified to receive assistance. We will ensure to prospective owners that our applicants have met these qualifications and have been screened per our board approved "Screening and Eviction for Drug Abuse and Other Criminal Activities".

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

X 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
X Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
☐ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
X Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
X 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:**

The Housing Authority will continue to apply for Section 8 Housing Choice Vouchers as they become available to fill the needs of our applicants on the waiting list.

Select all that apply

X Apply for additional section 8 units should they become available
X Leverage affordable housing resources in the community through the creation of mixed - finance housing
X Pursue housing resources other than public housing or Section 8 tenant-based assistance.
X Other: (list below)
Put procedures in place to turnover off-line units – i.e. uninhabitable units

**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

X 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
X Employ admissions preferences aimed at families with economic hardships
X Adopt rent policies to support and encourage work
X Other: (list below) – Build partnerships that will provide self-sufficiency skills to present and future residents.

**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

X Employ admissions preferences aimed at families who are working
X Adopt rent policies to support and encourage work
X Other: (list below)
Seek supportive family services that work in conjunction with working families for continued success.

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

X 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:**

Apply for special-purpose vouchers targeted to families with disabilities, should they become available.

The Housing Authority sees the need to accommodate families with disabilities as displayed by the number of families on our public housing and section 8 waiting list and will apply for any targeted Housing Choice Vouchers in 2005 to fulfill this need.

Select all that apply

X 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
X 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

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

**Strategy 2: Conduct activities to affirmatively further fair housing**

The Authority will continue limited voucher mobility counseling in an effort to further increase assisted housing choices. The Authority maintains lists of available housing

units submitted by owners in all neighborhoods within the Authority's jurisdiction to ensure greater mobility and housing choices to very low-income households.

The Housing Authority will make every effort to keep private owners outside of poverty/minority areas informed of legislative changes in program requirements, which are designed to make the program more attractive to owners. The Authority will offer printed material, in English and Spanish or French/Creole, when necessary in an effort to acquaint new landlords in the community with our program and to increase the number of units available. We anticipate the Landlord Outreach to become an annual event at the Housing Authority.

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:

X Funding constraints
X Staffing constraints
☐ Limited availability of sites for assisted housing
X 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
X 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 FY 2009 | | |
|---|---|---|
| **Sources** | **Planned $** | **Planned Uses** |
| 1. **Federal Grants (FY 2007 grants)** | | |
| a) Public Housing Operating Fund | $ 1,708,351.00 | |
| b) Public Housing Capital Fund | 779,377.00 | |
| c) HOPE VI Revitalization | | |
| d) HOPE VI Demolition | | |
| e) Annual Contributions for Section 8 Tenant-Based Assistance | 4,550,368.00 | |
| f) Public Housing Drug Elimination Program (including any Technical Assistance funds) | | |
| g) Resident Opportunity and Self-Sufficiency Grants | 65,500.00 | |
| h) Community Development Block Grant | | |
| i) HOME | | |
| Other Federal Grants (list below) | | |
| CFRG (Stimulus) | 991,715.00 | |
| **2. Prior Year Federal Grants (unobligated funds only) (list below)** | | |
| NJ39PO25501-06 | 117,937.00 | |
| NJ39R025502-06 | 258,559.00 | |
| | | |
| **3. Public Housing Dwelling Rental Income** | 1,090,187.00 | |
| Excess Utilities | 6,470.00 | |
| | | |
| **4. Other income** (list below) | | |
| Interest Income | 2,626.00 | |
| Non-Dwelling Income | 17,191.00 | |
| **4. Non-federal sources** (list below) | | |
| Congregate Housing Program | | |
| From the State DCA | 19,039.00 | |
| | | |
| **Total resources** | $9,607,320.00 | |
| | | |
| | | |

## 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)

X 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)
☐ Other: (describe)

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
☐ Rental history
☐ Housekeeping
X Other (describe) – Prior Public Housing experiences

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
X Site-based waiting lists
☐ Other (describe)

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

☐ PHA main administrative office
X 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

2. ☐ Yes X 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: Family, Senior and Section 8

3. X 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)?
X PHA main administrative office
X All PHA development management offices
☐ Management offices at developments with site-based waiting lists
X 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. ☐ 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:
X Yes ☐ 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
X Overhoused
X Underhoused
X Medical justification (1st floor units only)
X Administrative reasons determined by the PHA (e.g., to permit modernization work)
☐ Resident choice: (state circumstances below)
☐ Other: (list below)

c. Preferences

1. ☐ 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
☐ 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
X Residents who live and/or work in the jurisdiction
X Those enrolled currently in educational, training, or upward mobility programs
X Households that contribute to meeting income goals (broad range of incomes)
X 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
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
X Residents who live and/or work in the jurisdiction
☐ Those enrolled currently in educational, training, or upward mobility programs
X Households that contribute to meeting income goals (broad range of incomes)
X Households that contribute to meeting income requirements (targeting)

X 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:
X The PHA applies preferences within income tiers
☐ 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
X Other source (list)
Resident Handbook
PHA Bulletin Board

b. How often must residents notify the PHA of changes in family composition? (select all that apply)
X At an annual reexamination and lease renewal
X Any time family composition changes
☐ At family request for revision
X Other (list)
Within 10 days of change

**(6) Deconcentration and Income Mixing**

a.X Yes ☐ 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.X Yes ☐ 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:

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

X 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)
☐ Not applicable: results of analysis did not indicate a need for such efforts
X List (any applicable) developments below:
NJ 025-1 Walter G. Alexander Court

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

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

d. X Yes ☐ 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

X Other (describe below)

Family size and composition

**(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)

X PHA main administrative office

☐ Other (list below)

**(3) Search Time**

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

If yes, state circumstances below:
Two 30-day extensions provided applicant requests extension in writing and provides proof of housing search.

**(4) Admissions Preferences**

a. Income targeting

X 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 X 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

X Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
X 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
X Households that contribute to meeting income goals (broad range of incomes)
X 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
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
X Households that contribute to meeting income goals (broad range of incomes)
X 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
X 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
X Other (list below)
PHA Bulletin Board

## 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)

☐ $0
☐ $1-$25
X $26-$50

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

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

(2) The family has lost eligibility for, or is awaiting an eligibility determination for a federal, state or local assistance program, including a family that includes a member who is an alien lawfully admitted for permanent residence under the immigration and naturalization act who would be entitled to public health benefits but for Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996.
(3) The family would be evicted as a result of the implementation of the minimum rent.
(4) The income of the family has decreased because of changed circumstances, including loss of employment.
(5) A death in the family has occurred which affect the family circumstances.
(6) Other circumstances which may be decided by the Housing Authority on a case by case basis.

All of the above must be proven by the Tenant providing verifiable information in writing to the Housing Authority prior to the rent being delinquent and before the lease is terminated by the Authority. If the Tenant requests a hardship exemption under this section, and the Housing Authority of the City of Orange reasonably determines the hardship to be of a temporary nature, exemption shall not be granted during a ninety-day period beginning upon the making of the formal request for the exemption. A Tenant may not be evicted during the ninety-day period for nonpayment of rent. In such a case, if the Tenant thereafter demonstrates that the alleged hardship is of a long-term and not temporary, the Authority shall retroactively exempt the Tenant from the minimum rent requirement for the ninety-day period past. This paragraph does not restrict nor prohibit the Housing Authority of the City of Orange from taking legal action to evict the Tenant for other violations of the Lease.

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

1. ☐ Yes X 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:

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
X 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)

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

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

X For all developments
X 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
X 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
X 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)_____
☐ Other (list below)

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)

X At or above 90% but below100% of FMR
☐ 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)

X 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)

X 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)

X Success rates of assisted families

X 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

X $26-$50

b. ☐ Yes X 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.

X 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 | 390 | 15% |
| Section 8 Vouchers | 740 | 30% |
| Section 8 Certificates | N/A | N/A |
| Section 8 Mod Rehab | N/A | N/A |
| Special Purpose Section 8 Certificates/Vouchers (list individually) | N/A | N/A |
| Public Housing Drug Elimination Program (PHDEP) | | |
| | | |
| | | |
| Other Federal Programs(list individually) | | |
| | | |
| | | |

### 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)

(2) Section 8 Management: (list below)

Section 8 Admin. Plan
Tenant/Landlord Handbook
Screening for Drug and Other Criminal Activity Policy

## 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. ☐ Yes X 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)

X PHA main administrative office
☐ Other (list below)

## 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 1 Capital Fund Statement

-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.X 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:

X The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment 2 Five Year Action Statement

-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 X 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 X 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:

X 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:
The PHA will build on the former Fr. Rasi Homes site a mixed income development, South Essex Court, with Low Income Housing Tax Credit Funding

☐ Yes X 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. X Yes X 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

X Yes X 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: Dr. Walter G. Alexander Court<br>1b. Development (project) number: |
| 2. Activity type: Demolition X<br>Disposition X |
| 3. Application status (select one)<br>Approved X<br>Submitted, pending approval X<br>Planned application ☐ |
| 4. Date application approved, submitted, or planned for submission: (10/26/08) |
| 5. Number of units affected: 140<br>6. Coverage of action (select one)<br>☐ Part of the development<br>X Total development |
| 7. Timeline for activity:<br>a. Actual or projected start date of activity: 2/08 |

| |
|---|
| b. Projected end date of activity: 2/11 |

## 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: Washington Manor<br>1b. Development (project) number: |
| 2. Designation type:<br>Occupancy by only the elderly X<br>Occupancy by families with disabilities ☐<br>Occupancy by only elderly families and families with disabilities ☐ |
| 3. Application status (select one)<br>Approved; included in the PHA's Designation Plan ☐<br>Submitted, pending approval X<br>Planned application ☐ |
| 4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY) |
| 5. If approved, will this designation constitute a (select one)<br>☐ New Designation Plan<br>☐ Revision of a previously-approved Designation Plan? |
| 6. Number of units affected:<br>7. Coverage of action (select one)<br>☐ Part of the development<br>☐ 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. X Yes ☐ 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 X 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: Walter G. Alexander Court<br>1b. Development (project) number: NJ 025-01 |
| 2. What is the status of the required assessment?<br>X Assessment underway<br>☐ Assessment results submitted to HUD<br>☐ Assessment results approved by HUD (if marked, proceed to next question)<br>☐ Other (explain below) |
| 3. ☐ Yes X 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)<br>☐ Conversion Plan in development<br>☐ Conversion Plan submitted to HUD on: (DD/MM/YYYY)<br>☐ Conversion Plan approved by HUD on: (DD/MM/YYYY)<br>☐ 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)<br>☐ Units addressed in a pending or approved demolition application (date submitted or approved: 12/07/00 (SAC Approval)<br>☐ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: )<br>☐ Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: )<br>☐ Requirements no longer applicable: vacancy rates are less than 10 percent |

| |
|---|
| ☐ Requirements no longer applicable: site now has less than 300 units<br>☐ 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**<br>**(Complete one for each development affected)** |
|---|
| 1a. Development name:<br>1b. Development (project) number: |
| 2. Federal Program authority:<br>☐ HOPE I<br>☐ 5(h)<br>☐ Turnkey III<br>☐ Section 32 of the USHA of 1937 (effective 10/1/99) |
| 3. Application status: (select one)<br>☐ Approved; included in the PHA's Homeownership Plan/Program<br>☐ Submitted, pending approval<br>☐ Planned application |

| |
|---|
| 4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY) |
| 5. Number of units affected:<br>6. Coverage of action: (select one)<br>☐ Part of the development<br>☐ Total development |

## B. Section 8 Tenant Based Assistance

1. ☐ Yes X 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:

a. Size of Program

X 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
X 26 - 50 participants
☐ 51 to 100 participants
☐ more than 100 participants

b. PHA-established eligibility criteria

X 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 (l)]

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:

X 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? 03/16/04

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

☐ Client referrals
☐ Information sharing regarding mutual clients (for rent determinations and otherwise)
☐ 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
☐ Other (describe)

**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
☐ Public housing admissions policies
☐ Section 8 admissions policies
☐ Preference in admission to section 8 for certain public housing families
X 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

☐ Yes X 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 | Estimated | Allocation | Access | Eligibility |

| (including location, if appropriate) | Size | Method (waiting list/random selection/specific criteria/other) | (development office / PHA main office / other provider name) | (public housing or section 8 participants or both) |
|---|---|---|---|---|
| | | | | |
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**(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 | | |
| Section 8 | 25 | 25 |

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)

X Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
X Informing residents of new policy on admission and reexamination
X Actively notifying residents of new policy at times in addition to admission and reexamination.

X 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)

X High incidence of violent and/or drug-related crime in some or all of the PHA's developments
X High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
X Residents fearful for their safety and/or the safety of their children
X Observed lower-level crime, vandalism and/or graffiti
X 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).

X 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)

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

NJ 025-01 Dr. Walter G. Alexander Court

**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)

X 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
☐ Other (describe below)

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

NJ 025-01 Dr. Walter G. Alexander Court

**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)

☐ 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
☐ 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
☐ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
☐ Other activities (list below)

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

NJ 025-01 Dr. Walter G. Alexander Court

**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)]

## 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. X Yes ☐ 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)

X Not applicable
☐ Private management
☐ Development-based accounting
☐ Comprehensive stock assessment

X Other: (list below)
We will work to develop a project/Asset based management and accounting system

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)
X Attached at Attachment 3 Resident Advisory Board Comments
☐ Provided below:

3. In what manner did the PHA address those comments? (select all that apply)
X 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 X 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 X 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
X Other: Resident were asked to volunteer and were selected on that basis

b. Eligible candidates: (select one)
X 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: (Essex County)

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.

X The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan. (Essex County has not yet completed their 2005 Plan)

☐ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

☐ Other: (list below)

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

In the 1999 Consolidated Plan sub-section "Five Year Strategic Plan" for "Affordable Housing Strategy," Essex County states four priorities to help increase the inventory of affordable housing within the consortium. These priorities are:

1. To expand the supply of affordable housing units for low and moderate income families,
2. To maintain the existing supply of affordable housing units for low and moderate income families,
3. To provide rental assistance to low and very low income families,
4. To provide increased housing opportunities with support services for first time homebuyers.

## D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

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

| **PHA Name:** **Housing Authority of the City of Orange** | **Grant Type and Number** Capital Fund Program Grant No: NJ 39P02550105 Replacement Housing Factor Grant No: | **Federal FY of Grant: 2007** |
|---|---|---|

X **Original Annual Statement** ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no: )**
**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 | $ 50,000 | | | |
| 3 | 1408 Management Improvements | $ 50,000 | | | |
| 4 | 1410 Administration | $ 50,000 | | | |
| 5 | 1411 Audit | $ -0- | | | |
| 6 | 1415 Liquidated Damages | $ -0- | | | |
| 7 | 1430 Fees and Costs | $ 50,000 | | | |
| 8 | 1440 Site Acquisition | $ -0- | | | |
| 9 | 1450 Site Improvement | $ -0- | | | |
| 10 | 1460 Dwelling Structures | $ 104,000 | | | |
| 11 | 1465.1 Dwelling Equipment—Nonexpendable | $ 10,000 | | | |
| 12 | 1470 Nondwelling Structures | $ -0- | | | |
| 13 | 1475 Nondwelling Equipment | $ 45,071 | | | |
| 14 | 1485 Demolition | $ 150,000 | | | |
| 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 Collaterization or Debt Service | $ -0- | | | |
| 20 | 1502 Contingency | $ -0- | | | |
| 21 | Amount of Annual Grant: (sum of lines 2 – 20) | $ 509,071 | | | |
| 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 | $ -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: Housing Authority of the City of Orange | | **Grant Type and Number** Comprehensive Grant Program Fund Grant No: NJ39P02550105 Replacement Housing Factor Grant No: | | | | **Federal FY of Grant: 2007** | | |
|---|---|---|---|---|---|---|---|---|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| 1. HA-Wide | 1. Operations | 1406 | | $ 50,000 | | | | |
| Operations | | | | | | | | |
| | | | | | | | | |
| 2. HA-Wide | 1. Upgrade Computer Software | 1408 | | $ 3,000 | | | | |
| Management | 2. Staff Training | 1408 | | $ 8,000 | | | | |
| Improvements | 3. Upgrade Telephone System | 1408 | | $ 2,000 | | | | |
| | 4. Commissioner & Executive Director | 1408 | | $ 20,000 | | | | |
| | Training Courses | | | | | | | |
| | 5. Tenant Stipend Program | 1408 | | $ 17,000 | | | | |
| 3. HA-Wide | 1. Pay Part of Staff Salaries for Work | 1410 | | $ 50,000 | | | | |
| Administration | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| 4. HA-Wide | 1. A/E Fees | 1430 | | $ 25,000 | | | | |
| Fees & Costs | 2. Consulting Fees | 1430 | | $ 25,000 | | | | |
| | | | | | | | | |
| 5. HA-Wide | 1. Refrigerators & Ranges | 1465.1 | | $ 10,000 | | | | |
| Dwelling | | | | | | | | |
| Equipment | | | | | | | | |
| | | | | | | | | |
| 6. HA – Wide | 1. Computer Hardware | 1475 | | $ 20,000 | | | | |
| Non-Dwelling | 2. Maintenance Equipment | 1475 | | $ 25,071 | | | | |
| Equipment | | | | | | | | |

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

| PHA Name: Housing Authority of the City of Orange | | **Grant Type and Number** Comprehensive Grant Program Fund Grant No: NJ39P02550105 Replacement Housing Factor Grant No: | | | | **Federal FY of Grant: 2007** | | |
|---|---|---|---|---|---|---|---|---|
| Development Number Name/HA-Wide Activities | General Description of Major Work Categories | Dev. Acct No. | Quantity | Total Estimated Cost | | Total Actual Cost | | Status of Work |
| | | | | Original | Revised | Funds Obligated | Funds Expended | |
| | | | | | | | | |
| 7. NJ 25-3 | 1. Upgrade Offices | 1460 | | $ 15,000 | | | | |
| Washington | - (restroom, kitchen, conference, etc | | | | | | | |
| Manor | 2. Upgrade Hallway Lighting | 1460 | | $ 15,000 | | | | |
| | | | | | | | | |
| 8 . NJ 25-1 | | | | | | | | |
| WG Alexander | 1. Demolition | 1485 | | $ 150,000 | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | 4. Upgrade Fire Alarm System | 1460 | | $ 15,000 | | | | |
| | 5. Cycle Painting | 1460 | | $ 15,000 | | | | |
| | | | | | | | | |
| | GRAND TOTAL | | | $ 509,071 | | | | |
| | | | | | | | | |
| | | | | | | | | |

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

| PHA Name: Housing Authority of the City of Orange | **Grant Type and Number**<br>Comprehensive Grant Program Fund No: NJ39P02550105<br>Replacement Housing Factor No: | **Federal FY of Grant:**<br>**2007** |
|---|---|---|

| Development Number Name/HA-Wide Activities | All Fund Obligated (Quarter Ending Date) | | | All Funds Expended (Quarter Ending Date) | | | Reasons for Revised Target Dates |
|---|---|---|---|---|---|---|---|
| | Original | Revised | Actual | Original | Revised | Actual | |
| 1. NJ 25-1 | 09/30/09 | | | 09/30/11 | | | |
| Walter G. Alexander | | | | | | | |
| Court | | | | | | | |
| | | | | | | | |
| 2. NJ 25-3 | 09/30/09 | | | 09/30/11 | | | |
| Washington Manor | | | | | | | |
| | | | | | | | |
| 3. HA-Wide | 09/30/09 | | | 09/30/11 | | | |
| Management | | | | | | | |
| Improvements | | | | | | | |
| | | | | | | | |
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# Attachment 2 Capital Fund Program Five Year Action Plan

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

Part I: Summary

| PHA Name Housing Authority of the City of Orange | | | | **X Original 5-Year Plan**<br>☐**Revision No:** | |
|---|---|---|---|---|---|
| Development Number/Name/HA-Wide | Year 1<br>2009 | Work Statement for Year 2<br>FFY Grant: 2010<br>PHA FY: 2010 | Work Statement for Year 3<br>FFY Grant: 2011<br>PHA FY: 2011 | Work Statement for Year 4<br>FFY Grant: 2012<br>PHA FY: 2012 | Work Statement for Year 5<br>FFY Grant: 2013<br>PHA FY: 2013 |
| | Annual Statement | | | | |
| 1. NJ 25-1 | | $ 159,000 | $ 150,000 | $ 150,000 | $ -0- |
| Dr. Walter G. | | | | | |
| Alexander Court | | | | | |
| | | | | | |
| 2. NJ 25-3 | | $ 100,000 | $ 100,000 | $ 104,071 | $ 259,071 |
| Washington Manor | | | | | |
| | | | | | |
| 3. HA Wide | | $ 250,000 | $ 250,000 | $ 250,000 | $ 300,000 |
| | | | | | |
| | | | | | |
| CFP Funds Listed for 5-year planning | | $ 509,071 | $ 509,071 | $ 509,071 | $ 509,071 |
| | | | | | |
| Replacement Housing Factor Funds | | | | | |

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

| Activities for Year 1 | Activities for Year: 2<br>FFY Grant: 2009<br>PHA FY: 2009 | | | Activities for Year: 3<br>FFY Grant: 2010<br>PHA FY: 2010 | | |
|---|---|---|---|---|---|---|
| | **Development Name/Number** | **Major Work Categories** | **Estimated Cost** | **Development Name/Number** | **Major Work Categories** | **Estimated Cost** |
| **See** | 1. NJ 25-1 Walter G. Alexander Court | 1. Demolition | $ 150,000 | 1. NJ 25-1 Dr. Walter G. Alexander Court | 1. Demolition | $ 150,000 |
| **Annual** | | | | | | |
| **Statement** | | | | | | |
| | | | | | | |
| | | | | | | |
| | 2. NJ 25-3 Washington Manor | | | 2. NJ 25-3 Washington Manor | 1. Upgrade Hallways | $ 104,071 |
| | | 2. Upgrade Hallways | $ 104,071 | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | 3. HA-Wide | 1. Operations | $ 45,000 | 3. HA-Wide | 1. Operations | $ 65,000 |
| | | 2. Management | $ 35,000 | | 2. Management | $ 35,000 |
| | | Improvements | | | Improvements | |
| | | 3. Administration | $ 45,000 | | 3. Administration | $ 45,000 |
| | | 4. Fees and Costs | $ 35,000 | | 4. Fees and Costs | $ 35,000 |
| | | 5. Non Dwelling Equipment | $ 5,000 | | 5. Non-Dwelling Equipment | $ 15,000 |
| | | | | | | |
| Total CFP Estimated Cost | | | $ 509,071 | | | $ 509,071 |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

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

| Activities for Year 1 | Activities for Year: 4<br>FFY Grant: 2011<br>PHA FY: 2011 | | | Activities for Year: 5<br>FFY Grant: 2012<br>PHA FY: 2012 | | |
|---|---|---|---|---|---|---|
| | **Development Name/Number** | **Major Work Categories** | **Estimated Cost** | **Development Name/Number** | **Major Work Categories** | **Estimated Cost** |
| **See** | 1. NJ 25-3 | 1. Site Improvements | $ 200,000 | 1. NJ 25-3 | 1. Kitchen and | $ 40,000 |
| **Annual** | Washington Manor. | Including New Parking | | Washington Manor | Community Room | |
| **Statement** | | Lots | | | Upgrade | |
| | | 2. Miscellaneous | | | 2. | $ 30,000 |
| | | Electrical Plumbing | $ 144,000 | | Lobbies & Corridors | |
| | | & Heating Upgrades | | | 3. Card Access Entrance | $ 70,000 |
| | | | | | System | |
| | 2. HA Wide | 1. Operations | $ 50,000 | | 4. Painting & Mold | $ 99,071 |
| | | 2. Management | $ 35,000 | | Remediation | |
| | | Improvements | | | 5. Miscellaneous Site | $ 50,000 |
| | | 3. Administration | $ 45,000 | | Improvements | |
| | | 4. Fees and Costs | $ 35,000 | | 6. Stoves & Refrigerators | $ 50,000 |
| | | 5. Non-Dwelling | $ 0 | | | |
| | | Equipment | | 2. HA-Wide | 1. Operations | $ 45,000 |
| | | 6. Pick-up Truck | $ 0 | | 2. Management | $ 35,000 |
| | | | | | Improvements | |
| | | | | | 3. Administration | $ 45,000 |
| | | | | | 4. Fees & Costs | $ 35,000 |
| | | | | | 5. Non-Dwelling | $ 10,000 |
| | | | | | Equipment | |
| | | | | | | |
| | Total CFP Estimated Cost | | $ 509,071 | | | $ 509,071 |

# Attachment 2 Capital Fund Program Five Year Action Plan

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

Part I: Summary

| PHA Name Housing Authority of the City of Orange | | | | **X Original 5-Year Plan**<br>☐**Revision No:** | |
|---|---|---|---|---|---|
| Development Number/Name/HA-Wide | Year 1<br>2007 | Work Statement for Year 2<br>FFY Grant: 2010<br>PHA FY: 2010 | Work Statement for Year 3<br>FFY Grant: 2011<br>PHA FY: 2011 | Work Statement for Year 4<br>FFY Grant: 2012<br>PHA FY: 2012 | Work Statement for Year 5<br>FFY Grant: 2013<br>PHA FY: 2013 |
| | Annual Statement | | | | |
| 1. NJ 25-1 | | $ 150,000 | $ 150,000 | $ -0- | $ -0- |
| Dr. Walter G. | | | | | |
| Alexander Court | | | | | |
| | | | | | |
| 2. NJ 25-3 | | $ 104,071 | $ 104,071 | $ 309,071 | $ 309,071- |
| Washington Manor | | | | | |
| | | | | | |
| 3. HA Wide | | $ 200,000 | $ 200,000 | $ 200,000 | $ 200,000 |
| | | | | | |
| | | | | | |
| CFP Funds Listed for 5-year planning | | $ 509,071 | $ 509,071 | $ 509,071 | $ 509,071 |
| | | | | | |
| Replacement Housing Factor Funds | | | | | |

Attachment 3 Resident Advisory Board Comments

The members:

Linda Bell Jones, 340 Thomas Boulevard, Orange, New Jersey 07050
Barbara Price, 340 Thomas Boulevard, Orange, New Jersey 07050 (Not Present)
Mary Ann Daniels, 340 Thomas Boulevard, Orange, New Jersey 07050
Lillie Davis, 340 Thomas Boulevard, Orange, New Jersey 07050
Donna Banks, 340 Thomas Boulevard, Orange, New Jersey 07050
Edward Banks, 340 Thomas Blvd, Orange, New Jersey 07050
Artie Rolston, 340 Thomas Blvd, Orange, New Jersey 07050 (Not Present)

The members discussed the annual plan for 2010 and made final recommendations which are included in the body of the plan.

1) Redevelop Walter G. Alexander, develop a non profit to operate new property
2) Closet Doors at Washington Manor
3) Replace refrigerators and stoves 1/5th
4) Xmas Program for Section 8 Children
5) Xmas Program for Washington Manor Resident
6) Distressed Property Programs
7) FSS Program/Homeownership Program
8) Resident Security Program Stipend
9) Residential Gaming Program
10) Replace Kitchen Cabinets
11) Replace 1/5th of Refrigerators
12) Façade Replacement
13) Parking Lots
14) Gazebo 20x20
15) Closet Doors
16) Gaming Program

17) Round Tables for Community Room
18) Blinds for Community Room
19) New Floor Titles in Community Room
20) Paint Walls in Community Room
21) Replace Hood Ranges

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF ORANGE AUTHORZING THE EXECUTIVE DIRECTOR TO ADVERTISE AND HOLD A PUBLIC HEARING ON THE ANNUAL PLAN FOR FISCAL YEAR 2011**

**RESOLUTION NO. 5030-10**

Approved as to form and
Legality on basis of Facts
_____
Counsel

Factual Contents Certified
to by _____
Budget Authorization Certified
_____

Commissioner submitted the following Resolution

**WHEREAS**, the United State Department of Housing and Urban Development requires each housing authority to submit an annual plan to outline their programmatic and fiscal plans for the fiscal years; and,

**WHEREAS**, as a part of the plan the Executive Director is required to meet with the resident advisory committee to discuss the plan and he is also required to hold a public hearing to give interested parties an opportunity to comment on the same

**NOW, THEREFORE, BE IT RESOLVED,** by the Board of Commissioners of the Housing Authority of the City of Orange that, the Executive Director, Walter D. McNeil, Jr. is authorized to hold a public hearing on the annual plan and submit the same to our HUD representative through the mail and electronically.

Commissioner seconded the motion.

X-Indicates Vote AB-Absent NV-Not Voting
Board of Commissioners Vote of Final Passage

| Commissioners | AYE | NAY | NV | AB | Commissioners | AYE | NAY | NV | AB |
|---|---|---|---|---|---|---|---|---|---|
| ROSS | | | | | HUDSON | | | | |
| COLEY | | | | | RIMES | | | | |
| WILLIAMS | | | | | DAVIS | | | | |
| SENECA | | | | | | | | | |
| | | | | | | | | | |

I hereby certify that the above resolution was accepted at a Commissioners Meeting of the Housing Authority of the City of Orange on January 21, 2010.

(SEAL)

_____
Walter D. McNeil, Jr.
Secretary/Treasurer