



**PHA Plan Update**

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:

On August 24, 2009 HUD granted our request to change the PHA fiscal year to a January start date from July. We had already submitted an annual Plan for July 1, 2009 to June 30, 2010. The PHA has contracted with the Nelrod Corporation for a web based rent reasonableness system. There have been no other element changes since that Plan was submitted.

(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

A copy of the 2010 5yr/Annual Plan can be reviewed at PHA main office located at 3000 Kozloski Road, Freehold New Jersey. Office hours are 8:30 AM to 4:30 PM., Monday to Friday.

**Plan Elements:**

1. MCPHA is a HCV program only. We opened our waiting list in May, 2007. Names are kept in our PHA software and randomly selected as a new HCV slot becomes available. At present we do not have any preferences for our waiting list.

Source:	Planned \$	Planned Uses
Annual Contributions for Section 8 Tenant-Based Assistance	\$18,222,214	TBRA
HOME	\$400,000	TBRA
Continuum of Care (S+C)	\$2,308,912	TBRA
HOPWA	\$433,363	TBRA
Total Resources	\$21,364,489	TBRA

3. MCPHA has contracted with the Nelrod Company to provide an internet based Rent Reasonableness comparisons. We had a survey of Monmouth County homes/apartments done in accordance with HUD guidelines. The information is statistically updated every six months. MCPHA is also adding to the database.

4. Not applicable.

5. MCPHA, in our Administrative Plan, has a committee in place, from outside the MCPHA, to conduct informal hearings when agency actions are in dispute.

6. Not applicable.

7. Not applicable.

8. Not applicable.

9. Not applicable.

10. MCPHA is a division of county government. We have written policies against discrimination of any kind. The county conducts training concerning compliance with the American with Disabilities Act. A member of the MCPHA sits on the county Fair Housing committee. We also work closely with Community Development in determining housing needs in Monmouth County. MCPHA is in compliance with the County Consolidated Plan.

11. This year we changed our fiscal year to coincide with the Monmouth County fiscal year. We were given a waiver to submit our audit late. We have not received the results yet.

12. Not applicable.

13. Submitted as an attachment.

6.0

7.0	<b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> <i>Include statements related to these programs as applicable.</i>
8.0	<b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.
8.1	<b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> , form HUD-50075.1, for each current and open CFP grant and CFFP financing.
8.2	<b>Capital Fund Program Five-Year Action Plan.</b> As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i> , form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.
8.3	<b>Capital Fund Financing Program (CFFP).</b> <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.

9.0	<p><b>Housing Needs.</b> Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p>The median family income in 2007 for Monmouth County was \$78,173. For the same year the estimated poverty level was 6.1%. In 2000, 69.4% of our housing units were owner occupied while 23.6% were renter occupied. The high incomes and low stock of rental units makes finding an affordable rental unit very difficult for someone with low, very low or extremely low income.</p> <p>In 2000, 84,529 people over the age of 5 reported having a disability. 23.7% of the county population in 2008 was below the age of 18. Taking care of our elderly and young is a high priority.</p> <p>Monmouth County's land area is 471.94 square miles. Much is located within coastal communities. Many older large homes have been converted into several apartments. New apartment complexes are few and usually rent at high rental prices. As older homes that are affordable are lost, our housing stock for affordable rentals is shrinking. MCPHA has encouraged our clients to find housing in all areas, not just areas of poverty.</p> <p>The racial makeup of Monmouth County in 2008 was 85.6% White, 7.9% Black, .2% American Indian, 5% Asian and .1% Native Hawaiian or Pacific Islander. 8.8% claim to persons of Hispanic or Latino origins. The current MCPHA caseload has 40% White, 60% Black, and less than 1% Indian, Asian and Hawaiian. 10% of our clients reported to be of Hispanic descent.</p> <p>Our waiting list has no priorities. We opened the list for five days in 2007 and select clients randomly beginning with day one.</p>
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9.1	<p><b>Strategy for Addressing Housing Needs.</b> Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</b></p> <p>For the first time since 1999, our Housing Choice Voucher waiting list opened for a 5 day period in May, 2007. As a result, a new waiting list was established consisting of over 4,000 names. We have now exhausted our 1999 waiting list and have begun using the new list.</p> <p>We will continue to draw names from this list as funding becomes available. We will apply for any new HCV slots that become available. A NOFA for people with disabilities may be out soon and MCPHA will apply for slots.</p>
10.0	<p><b>Additional Information.</b> Describe the following, as well as any additional information HUD has requested.</p> <p>(a) <b>Progress in Meeting Mission and Goals.</b> Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>MCPHA continues to seek funding for housing. During the past year a grant application for Family Unification was completed. While we did not receive funding, we will continue to apply for other funds. A pending NOFA for funding for HCV slots for clients with disabilities will be completed when it is issued. We have continued to serve the low, lower and extreme poverty clients. Our rent guidelines for two and three bedroom units are at 104% of the FMR.</p> <p>(b) <b>Significant Amendment and Substantial Deviation/Modification.</b> Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p>The Monmouth County Public Housing Agency adopts the following definition of standard deviation for Section 8 rental Assistance Programs.</p> <ol style="list-style-type: none"> <li>1. <b>Substantial Deviation from the 5-Year Plan</b> A substantial (over 25%) funding cut, combined with major changes in program regulations, which requires the Monmouth County PHA to change the goals and objectives of the Rental Assistance Program.</li> <li>2. <b>Significant Amendment or Modification to the Annual Plan</b> Loss of over 25% of program funding, which would require substantial program adjustments in the administration of the Rental Assistance Program</li> </ol>

11.0	<p><b>Required Submission for HUD Field Office Review.</b> In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <ul style="list-style-type: none"> <li>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</li> <li>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</li> <li>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</li> <li>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</li> <li>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</li> <li>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</li> <li>(g) Challenged Elements</li> <li>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</li> <li>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</li> </ul>
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**PHA Certifications of Compliance with the PHA Plans and Related Regulations:  
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the  5-Year and/or  Annual PHA Plan for the PHA fiscal year beginning 01/01/2010, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.

12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
  - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
  - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
  - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

Monmouth County Public Housing Agency

PHA Name

NJ095

PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 2010 - 2014

Annual PHA Plan for Fiscal Years 2010 - 2010

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official <u>Barbara McMorrow</u>  <i>Barbara McMorrow</i>	Title <u>Director, Board of Chosen Freeholders</u>
Signature	Date <u>10/27/09</u>

Certification by State or Local  
Official of PHA Plans Consistency  
with the Consolidated Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/2011

**Certification by State or Local Official of PHA Plans Consistency with the  
Consolidated Plan**

I, Barbara McMorrow the Director, Board of Chosen Freeholders certify that the Five Year and  
Annual PHA Plan of the Monmouth County Public Housing Agency is consistent with the Consolidated Plan of  
Monmouth County, New Jersey prepared pursuant to 24 CFR Part 91.

*Barbara McMorrow 10/27/09*

Signed / Dated by Appropriate State or Local Official

**RESOLUTION AUTHORIZING THE DIRECTOR OF THE  
MONMOUTH COUNTY BOARD OF CHOSEN FREEHOLDERS  
TO SUBMIT THE U.S. DEPARTMENT OF HOUSING AND  
URBAN DEVELOPMENT PUBLIC HOUSING AGENCY  
FIVE YEAR/ANNUAL PLAN FOR FY 2010**

WHEREAS, Resolution No. 77-358 adopted on July 5, 1977 designates the County of Monmouth as a Public Housing Agency (PHA) in accordance with Chapter 93 of the Laws of 1977 in order to solicit and accept grants and donations for the purpose of housing assistance; and

WHEREAS, the U.S. Department of Housing and Urban Development (U.S. HUD) has notified the Monmouth County PHA that it must complete and electronically submit a five year/annual plan for fiscal year 2010; and

WHEREAS, the five year/annual plan provides details about the PHA's immediate program operations, and the PHA strategy for handling operational concerns for the upcoming fiscal year; and

WHEREAS, through the aforementioned planning process the PHA will make more efficient use of federal assistance, more effectively operate housing programs, and better serve county residents; and

WHEREAS, the Monmouth County Board of Chosen Freeholders is desirous of submitting the aforementioned PHA plan to the U.S. HUD thereby supporting the Monmouth County PHA to better serve the low-income residents of Monmouth County in need of subsidized housing.

NOW, THEREFORE, BE IT RESOLVED by the Monmouth County Board of Chosen Freeholders that the U.S. HUD, Monmouth County PHA Five Year/Annual Plan for Fiscal Year 2010 be and the same is hereby approved and authorized.

BE IT FURTHER RESOLVED that the Monmouth County Board of Chosen Freeholders is hereby authorized to electronically submit the aforementioned U.S. HUD, Monmouth County PHA Five Year/Annual Plan for Fiscal Year 2010, through the Monmouth County PHA on behalf of the County of Monmouth after review and approval of Monmouth County Finance Department.

BE IT FURTHER RESOLVED that the Director of the Monmouth County Board of Chosen Freeholders be and she is hereby authorized to execute the aforementioned plan and any and all other such documents as may be necessary to implement said plan.

BE IT FURTHER RESOLVED that the Clerk of the Monmouth County Board of Chosen Freeholders forward a certified true copy of this resolution with attachments to the Director of the Division of Planning and Contracting, Contract Administration, Monmouth County Department of Human Services for transmittal to the Director of the Office of Public Housing, U.S. HUD, and a certified true copy of this resolution also be forwarded to the Director of the Monmouth County Division of Social Services and to the Director of the Monmouth County Department of Human Services.

RECORD OF VOTE						
FREEHOLDERS	YES	NO	ABSTAIN	ABSENT	MOVED	SECOND
Mrs. Burry	✓					✓
Mr. Clifton	✓				✓	
Mrs. Mallet	✓					
Mr. D'Amico	✓					
Mrs. McMorrow	✓					

RECEIVED  
 OCT 23 2009  
 CANCELED

CERTIFICATION  
 I HEREBY CERTIFY THE ABOVE TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE BOARD OF CHOSEN FREEHOLDERS OF THE COUNTY OF MONMOUTH AT A MEETING HELD Oct. 22, 2009  
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 Clerk

**MONMOUTH COUNTY DIVISION OF SOCIAL SERVICES**

**RENTAL ASSISTANCE UNIT 820**

**INTER-OFFICE MEMORANDUM**

**FROM: Marcie DiFedele**

**RE : Resident advisory Board Meeting held on 9/30/09**

**DATE: 10/7/09**

A Resident Advisory Board meeting was held on Wednesday September 30, 2009. We discussed the change in fiscal year from June 30<sup>th</sup> to December 31<sup>st</sup> and that this change was made to bring audits for the MCPHA in line with other audits being done at the Division of Social Services. We also discussed the addition of a second supervisor to the rental assistance program which should take effect around November of 2009. This will be a welcome addition given the size and scope of the Monmouth County Rental Assistance program.

Our new Rent Reasonableness Program was discussed. We are paying to use the EZ-RRD program through the Nelrod Company and, although there are some kinks to iron out, it does seem to be going well.

Our new payment standards were also discussed. This year we did not increase our payment standards for bedroom sizes 2 and up because our existing standards were still higher than 100% of fair market and we are trying to bring our standards closer in line to that of other housing authorities in Monmouth County and closer to the published fair market rents. We did increase our payment standards for 1 bedrooms and efficiencies because the published fair market rents for the upcoming year were higher than our payment standards from last year for these units.



## Domestic Violence Referrals

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The Monmouth County Division of Social Services has had for over six years now, the Family Violence Option (FVO). It is a formalized working relationship, which has long existed, with our local domestic violence women's shelter, 180 Turning Lives Around. The program is funded through the NJ Division of Family Development. One Social Worker in each MCDSS office is designated to provide supportive services for persons who identify themselves as victims of domestic violence.

Staff, including the MCPHA staff, has been trained to refer clients immediately to our DV Specialists. A social worker conducts a brief interview to determine whether the client can safely return home or needs immediate referral to the DV Shelter.

If the situation is not emergent, an appointment is scheduled for an in-depth Safety Assessment by "180" staff who visit our offices weekly. Following the Assessment a Service Plan is developed and clients may opt for a waiver of work activity requirements, a waiver of Child Support participation, a waiver of time limits for Emergency Assistance, etc.

While the above FVO program is intended for the NJ Work First population, any client coming into our office can receive the same services and referrals to "180" for DV counseling.

In 2008, 174 clients self-identified (unduplicated count), 129 clients saw 180 for the risk assessment interview, 297 waivers (duplicated count) were issued. Families with children and single adults received a total of 2345 services.