

9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p>
9.1	<p>Strategy for Addressing Housing 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. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p>
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p>
11.0	<p>Required Submission for HUD Field Office Review. 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> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

Instructions form HUD-50075

Applicability. This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

4.0 PHA Consortia

Check box if submitting a Joint PHA Plan and complete the table.

5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

5.1 Mission. A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

5.2 Goals and Objectives. Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

6.0 PHA Plan Update. In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers

- (a) **Hope VI or Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm
Note: This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed.
- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

8.0 Capital Improvements. This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report. PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

1. At the end of the program year; until the program is completed or all funds are expended;
2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
3. Upon completion or termination of the activities funded in a specific capital fund program year.

8.2 Capital Fund Program Five-Year Action Plan

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

8.3 Capital Fund Financing Program (CFFP). Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

9.0 Housing Needs. Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

9.1 Strategy for Addressing Housing Needs. Provide a 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. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

10.0 Additional Information. Describe the following, as well as any additional information requested by HUD:

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. **(Note: Standard and Troubled PHAs complete annually).**

11.0 Required Submission for HUD Field Office Review. In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.

HACSL Five-Year Goals and Objectives

July 1, 2010 – June 30, 2015

Maintain a high performing HUD Subsidized Housing Program (Public Housing and Section 8)

- Maintain High Performer status in Public Housing and Section 8
- Apply for new funding as available
- Evaluate and increase energy efficiency of Public Housing Units. Use green products when feasible
- Assess and develop staff capacity
- Meet 504 Voluntary Agreement Goals
- Coordinate the implementation of New Processes, Procedures and Software (ELITE)
- Complete a comprehensive assessment of the agency's current housing covering the location, market value, costs of maintaining and social value of properties
 - Where do we want to position our inventory?
 - How do we meet the changing needs of population
 - How does each property support our mission and enhance our values?

Increase affordable housing units and rental subsidies by 500 units

- Acquire additional 100 units per year
- Continue to diversify housing portfolio
- Increase internal development capacity
- Apply for additional rental assistance funding

Provide supportive services that help our clients to maintain their housing assistance and assist them in gaining skills to increase self-sufficiency.

- Increase tenant skills and income
- Continue to develop in-house capacity to provide services
- Assess our ability to fund and maintain services
- Help assure residents maintain their housing assistance

Be an employer of choice with a strong mission-based culture

- Recruit and retain high quality staff
- Promote a healthy and fun culture
- Increase employee performance

Provide excellent services that are based on best practices and meaningfully involve clients in the development and operations of services

- Set department goals to improve services to clients
- Conduct needs assessment to establish service priorities

Increase our operating efficiency and create housing that is energy efficient and uses green materials

- Operate within realistic budget
- Assess the previous performance of all HACSL and HOI programs
- Increase fund raising capacity
- Educate staff and tenants on energy efficiency
- Use energy efficient and green materials to the greatest extent possible

Progress HACSL Goals and Objectives July 1, 2010- June 30 2011

Maximize a high performing HUD Subsidized Housing Program (Public Housing and Section 8)

- Maintain High Performer status in Public Housing and Section 8
 - **PHAS score of 94 and SEMAP score of 100**
- Apply for new funding as available
 - HACSL has applied for:**
 - **40 VASH – Homeless Veterans**
 - **5 S+C Sponsor Based- Homeless Families in partnership with The Road Home**
 - **5 S+C Bud Bailey- Homeless Families**
 - **10 S+C Bud Bailey – Homeless Youth**
 - **200 Vouchers for Non-Elderly Disabled families**
 - **100 Family Unification Vouchers for families involved with Department of Family and Children Services**
 - **State of Utah – Pathways Master Leasing**
 - **Salt Lake City HOPWA Tenant Based**
 - **Increased funding from \$63,500 to \$112,830**
- Evaluate and increase energy efficiency of Public Housing Units. Use green products when feasible
 - HACSL received a Capital Funds ARRA grant for \$1,565,000 to provide energy efficient improvements for the Senior High-rise located at 1922 South 200 East. Specifically this included installing energy efficient doors and windows, new boiler system, insulating piping, low-flow shower heads and toilets.**
- Assess and develop staff capacity
 - **Monthly training for frontline supervisors has been provided to increase supervision skills.**
 - **Provided sensitivity training in December.**
- Meet 504 Voluntary Agreement Goals
 - **6 apartments were updated to meet UFAS standards**

Increase affordable housing units and rental subsidies by 100 units

- Acquire additional 100 units
 - **Opened Kelly Benson Apartments in March 2010 – 59 units for chronically homeless 55+**
 - **Acquired the Wendell Apartments - 32 units**
- Apply for additional rental assistance funding
 - **Received 40 VASH Vouchers**
 - **Received 8 additional HOPWA tenant based rental assistance units**

Provide supportive services that help our clients to maintain their housing assistance and assist them in gaining skills to increase self-sufficiency.

- Increase tenant skills and income

- **Received a \$25,000 grant to provide financial counseling**
- Continue to develop in-house capacity to provide services
 - **Received ROSS Services Coordinator grant to provide support to families living in AMP 4.**
- Assess our ability to fund and maintain services
- Help assure residents maintain their housing assistance

Be an employer of choice with a strong mission-based culture

- Conducted salary survey and increased staff salaries to 90% of the market comparable.
- Conducted internal annual staff survey which indicated that staff are happy with work environment.

Provide excellent services that are based on best practices and meaningfully involve clients in the development and operations of services

- Established tenant councils at Grace Mary Manor and Kelly Benson apartments to provide input into services and procedures

Increase our operating efficiency and create housing that is energy efficient and uses green materials

- Use energy efficient and green materials to the greatest extent possible
Receive ARRA stimulus grant to increase energy efficiency for our senior high-rise AMP1.
- Assess the previous performance of all HACSL and HOI programs

HACSL Programs:

Pleasant Green Villa:

Case Management to 10 very low-income individuals with disabilities located in Magna (HUD 811 property). In the FY 2010 program year 100% of residents who had health and safety inspections passed, 100% of residents received referrals from the case manager 90% of residents have participated in weekly independent living groups

Housing Retention Program:

This collaborative program helps prevent Public Housing or Section 8 participants from losing their rental assistance and becoming homeless. In the 2009-2010 program year, 329 households were contacted, of those 144 received one on one case management and were referred to community agencies to provide: utility and rental assistance, mental health services, life skills, and educational resources to maintain housing. Approximately 89% remained in HACSL subsidized housing 12 months after receiving case management.

Family Self-Sufficiency Program:

This voluntary program includes case management and supportive services with the goal of empowering families to become self-sufficient. In 2010, 16 clients successfully completed the program and were paid a total of \$164,722 in final escrow disbursements. Of these, 8 moved off of housing assistance and 7 have purchased, or are currently in the process of purchasing, homes.

Kelly Benson Services:

Permanent supportive housing for formerly chronically homeless individual ages 55 + opened in May 2010.

72 Residents served with individualized case management

Residents have increased their average monthly income by \$97 since they moved in for a total monthly increase of \$6,913 in income among residents.

Grace Mary Manor Services:

This property provides permanent supportive housing for formerly chronically homeless individuals. In FY 2010 92% of residents maintained housing or had a positive exit from housing and 100% of residents participated in Self-Sufficiency promoting activities.

Parents as Teachers:

This program provides in-home parenting skills to 45 families with children ages 0 -5 per year. In the 2009-2010 year end survey, 92% of parents reported their knowledge of how their child grows and develops has increased

Too Good for Drugs/Violence-Kids Program:

This program provides after-school programming to 200 to 250 children ages 5-12 per year. In the 2009-2010 year end survey, 100% of parents surveyed reported seeing an improvement in their child's attitude towards drugs and alcohol

Leadership and Resiliency-Teen Program:

The Leadership and Resiliency-Teen Program serves 60 to 80 teens ages 12-18 per year. In the 2009-2010 year end survey, 100% of youth participants reported learning that alcohol, tobacco, and other drugs don't fit in with their future plans.

Financial Counseling and Homeownership:

131 families participated in the Homeownership & financial management program series in CY 2010. In CY 2010, according to pre & post- tests, 94 % of workshop participants report increasing their knowledge about homeownership & financial matters. Six program participants became Homeowners.

HACSL Annual Goals and Objectives July 1, 2011- June 30, 2012

Maximize a high performing HUD Subsidized Housing Program (Public Housing and Section 8)

- Maintain High Performer status in Public Housing and Section 8
- Apply for new funding as available
- Evaluate and increase energy efficiency of Public Housing Units. Use green products when feasible
- Meet 504 Voluntary Agreement Goals
- Begin to implement a comprehensive assessment of the agency's current housing covering the location, market value, costs of maintaining and social value of properties
 - Where do we want to position our inventory?
 - How do we meet the changing needs of population?
 - How does each property support our mission and enhance our values?

Increase affordable housing units and rental subsidizes

- Acquire additional housing units and rental subsidizes
- Continue to diversify housing portfolio
- Increase internal development capacity by training staff in Low-Income Housing Finance and Asset Management
- Apply for additional rental assistance funding

Provide supportive services that help our clients to maintain their housing assistance and assist them in gaining skills to increase self-sufficiency.

- Increase tenant skills and income
- Continue to develop in-house capacity to provide services
- Assess our ability to fund and maintain services
- Help assure residents maintain their housing assistance

Be an employer of choice with a strong mission-based culture

- Recruit and retain high quality staff
- Conduct annual staff survey

Provide excellent services that are based on best practices and meaningfully involve clients in the development and operations of services

- Set department goals to improve services to clients

Increase our operating efficiency and create housing that is energy efficient and uses green materials

- Operate within realistic budget
- Assess the previous performance of all HACSL and HOI programs
- Educate staff and tenants on energy efficiency

Part II: Supporting Pages

PHA Name:		Grant Type and Number		CFPP (Yes/No): No		Federal FY of Grant:		Status of Work
Housing Authority of County of Salt Lake		Capital Fund Program Grant No. U1000X Replacement Housing Factor Grant No:				2011		
Development Number/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
HA-Wide Mgmt. Improvmts	1. Maintenance staff required on-g 2. Computer upgrades	1408 " "		\$15,000.00 \$15,000.00 \$0.00	\$0.00 \$0.00 \$0.00	\$0.00 \$0.00 \$0.00	\$0.00 \$0.00 \$0.00	
			Total 1408	\$30,000.00	\$0.00	\$0.00	\$0.00	
HA-Wide Admin	Funding for PHA Staff @ 10% of the annual grant amount in accordance with approved salary allocation plan or Prog. Mgmt. fees	1410		\$95,971.00	\$0.00	\$0.00	\$0.00	
HA-Wide Fees and Costs	A & E services @ 7% of the annual grant amount, based on actual scope of design work	1430		\$15,000.00	\$0.00	\$0.00	\$0.00	
HA-Wide	Nonroutine vacancy prep.	1460		\$0.00	\$0.00	\$0.00	\$0.00	
"	Nonroutine PM repairs	1460		\$0.00	\$0.00	\$0.00	\$0.00	
"	Appliances	1465		\$25,000.00	\$0.00	\$0.00	\$0.00	
"	Vehicle replacement	1475		\$50,000.00	\$0.00	\$0.00	\$0.00	
"	Demolition (specify location(s))	1485		\$0.00	\$0.00	\$0.00	\$0.00	
"	Relocation expenses	1495.1		\$0.00	\$0.00	\$0.00	\$0.00	

¹To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
²To be completed for the Performance and Evaluation Report.

Part II: Supporting Pages

PHA Name:	Grant Type and Number	Capital Fund Program Grant No. UTC00XX	CEPP (Yes/No): No	Federal FY of Grant:	2011	Status of Work
Housing Authority of County of Salt Lake	Development Account No.	Quantity	Total Estimated Cost	Revised ¹	Funds Obligated ²	Funds Expended ²
UT3-4 High Rise Amp 1 Site: Site improvements Automatic sprinkler systems Install additional concrete walkways Replace and/or repair perimeter fence Mechanical and Electrical: NONE Building Exterior: NONE Dwelling Units: Dwelling improvements Plumbing & bath upgrades Interior painting Floor covering Electrical upgrades Kitchen cabinets HVAC Upgrades Interior Common Areas: NONE Site-Wide Facilities: NONE Nondwelling Equipment: NONE	1450		Original	Revised ¹	Funds Obligated ²	Funds Expended ²
	1460	Total Site:	\$5,000.00	\$0.00	\$0.00	\$0.00
	1460	Total M&E:	\$5,000.00	\$0.00	\$0.00	\$0.00
	1460	Total B.E.:	\$0.00	\$0.00	\$0.00	\$0.00
	1460	Total DUS:	\$0.00	\$0.00	\$0.00	\$0.00
	1465.1	Total D.E.:	\$15,331.00	\$0.00	\$0.00	\$0.00
	1470	Total ICAS:	\$0.00	\$0.00	\$0.00	\$0.00
	1470	Total SWFs:	\$0.00	\$0.00	\$0.00	\$0.00
	1475	Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00
	Total, High Rise	Project Total:	\$20,331.00	\$0.00	\$0.00	\$0.00

To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
 To be completed for the Performance and Evaluation Report.

PHA Name:	Grant Type and Number	Capital Fund Program Grant No. UH00XX	CFFP (Yes/No): No	Federal FY of Grant:	2011	Status of Work	
Housing Authority of County of Salt Lake	Development Number	Development Account No.	Quantity	Total Estimated Cost	Total Actual Cost		
Development Number/PHA-Wide Activities	General Description of Major Work Categories			Original	Revised ¹	Funds Obligated ²	Funds Expended ²
LLEY FAIR VILLA Site:							
AMP 2	Site improvements Automatic sprinkler systems Install additional concrete walkways Replace and/or repair perimeter fence Mechanical and Electrical: NONE	1450	Total Site:	\$5,000.00	\$0.00	\$0.00	\$0.00
				\$5,000.00	\$0.00	\$0.00	\$0.00
			Total M&E:	\$0.00	\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00	\$0.00
	Building Exterior: NONE	1460	Total B.E.:	\$0.00	\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00	\$0.00
	Dwelling Units: Dwelling Improvements	1460	Total DUS:	\$15,331.00	\$0.00	\$0.00	\$0.00
	Roof covering						
	Door/window replacements						
	Plumbing & bath upgrades						
	Interior painting						
	Floor covering						
	Electrical upgrades						
	Kitchen cabinets						
	HVAC upgrades, etc.						
	Exterior siding						
	NONE	1470	Total ICAS:	\$0.00	\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00	\$0.00
	Site-Wide Facilities: NONE	1470	Total SWFS:	\$0.00	\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00	\$0.00
	Nondwelling Equipment: NONE	1475	Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00	\$0.00
Total, AMP 2			Project Total:	\$20,331.00	\$0.00	\$0.00	\$0.00

Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

Office of Public and Indian Housing

Part II: Supporting Pages

PHA Name:	Housing Authority of County of Salt Lake	Grant Type and Number		Quantity	Total Estimated Cost		Federal FY of Grant:	Total Actual Cost	Status of Work
		Capital Fund Program Grant No. UT00XX	Replacement Housing Factor Grant No:		Original	Revised ¹			
Development Number/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.					Funds Obligated ²	Funds Expended ²	
AMP 3	Site: Site Improvements Automatic sprinkler systems Install additional concrete walkways Replace and/or repair perimeter fence Mechanical and Electrical: NONE Building Exterior: NONE Dwelling Units: Dwelling Improvements Roof covering Door/window replacements Plumbing & bath upgrades Interior painting Floor covering Electrical upgrades Kitchen cabinets HVAC upgrades, etc. Exterior siding NONE Site-Wide Facilities: NONE Nondwelling Equipment: NONE	1450		Total Site:	\$5,000.00	\$0.00	\$0.00	\$0.00	
		1460		Total M&E:	\$0.00	\$0.00	\$0.00	\$0.00	
		1460		Total B.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
		1460		Total DUS:	\$15,331.00	\$0.00	\$0.00	\$0.00	
		1465.1		Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
		1470		Total ICAS:	\$0.00	\$0.00	\$0.00	\$0.00	
		1470		Total SWFS:	\$0.00	\$0.00	\$0.00	\$0.00	
		1475		Total NDE:	\$0.00	\$0.00	\$0.00	\$0.00	
				Project Total:	\$20,331.00	\$0.00	\$0.00	\$0.00	
				Total, AMP 3					

To be completed for the Performance and Evaluation Report of a Revised Annual Statement
To be completed for the Performance and Evaluation Report.

Part II: Supporting Pages

PHA Name:	Grant Type and Number	Capital Fund Program Grant No. UIC00XX	CFPP (Yes/No): No	Federal FY of Grant:	2011	Status of Work	
Housing Authority of County of Salt Lake	Development Account No.	Quantity	Total Estimated Cost	Total Actual Cost			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories		Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
UT3-3 Acad. Park Aмпt 4	Site: Site Improvements Automatic sprinkler systems Install additional concrete walkways Replace and/or repair perimeter fence Mechanical and Electrical: NONE Building Exterior: NONE Dwelling Units: Dwelling Improvements Roof covering Door/window replacements Plumbing & bath upgrades Interior painting Floor covering Electrical upgrades Kitchen cabinets HVAC upgrades, etc. Exterior siding NONE Site-Wide Facilities: NONE Nondwelling Equipment: NONE	1450	Total Site: \$25,000.00 \$25,000.00 \$0.00 Total M&E: \$0.00 Total B.E.: \$0.00 Total DUS: \$390,150.00 \$0.00 Total D.E.: \$0.00 Total ICAS: \$0.00 Total SWFs: \$0.00 Total NDE: \$0.00 Project Total: \$415,150.00	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	
Total, Acad. Park			\$415,150.00	\$0.00	\$0.00	\$0.00	

To be completed for the Performance and Evaluation Report or a Revised Annual Statement:
 To be completed for the Performance and Evaluation Report.
 Page 6 of 9
 Facsimile form HUD-50075.1 (4/2008)

Capital Fund Program, Capital Fund Program Replacement Housing Factor and
Capital Fund Financing Program

Office of Public and Indian Housing

Part III: Supporting Pages

PHA Name:		Grant Type and Number		CFPP (Yes/No): No		Federal FY of Grant:		Status of Work	
Housing Authority of County of Salt Lake		Capital Fund Program Grant No. UF00XX Replacement Housing Factor Grant No:				2011			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Revised ¹	Funds Obligated ²	Funds Expended ²		
Amp 4	Site: Site improvements Automatic sprinkler systems Install additional concrete walkways Replace and/or repair perimeter fence Mechanical and Electrical: NONE Building Exterior: NONE Dwelling Units: Dwelling improvements Roof covering Door/window replacements Plumbing & bath upgrades Interior painting Floor covering Electrical upgrades Kitchen cabinets HVAC upgrades, etc. Exterior siding NONE Site-Wide Facilities: NONE Nondwelling Equipment: NONE	1450		Original	Revised ¹	Funds Obligated ²	Funds Expended ²		
		1460		\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	
		1460		TOTAL SITE:	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
		1460		TOTAL M&E:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		1460		TOTAL B.E.:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		1460		TOTAL DUS:	\$15,331.00	\$0.00	\$0.00	\$0.00	\$0.00
		1465.1		TOTAL D.E.:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		1470		TOTAL ICAS:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		1470		TOTAL SWFS:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		1475		TOTAL NDE:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total, Amp 4			Project Total:	\$20,331.00	\$0.00	\$0.00	\$0.00	\$0.00	

¹To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
²To be completed for the Performance and Evaluation Report.

Office of Public and Indian Housing

Part II: Supporting Pages

PHA Name:		Grant Type and Number		CFPP (Yes/No): No		Federal FY of Grant:		Status of Work
Housing Authority of County of Salt Lake		Capital Fund Program Grant No. UH00XX Replacement Housing Factor Grant No:				2011		
Development Number/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Revised ¹	Funds Obligated ²	Funds Expended ²	
Office Improvements	Site: NONE Mechanical and Electrical: NONE Building Exterior: None Dwelling Units:	1450	Total Site:	\$0.00	\$0.00	\$0.00	\$0.00	
		1460	Total M&E:	\$0.00	\$0.00	\$0.00	\$0.00	
		1460	Total B.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
		1460	Total DUS:	\$0.00	\$0.00	\$0.00	\$0.00	
		1465.1	Total D.E.:	\$0.00	\$0.00	\$0.00	\$0.00	
		1470	Total ICAS:	\$5,000.00	\$0.00	\$0.00	\$0.00	
		1470	Total SWFs:	\$0.00	\$0.00	\$0.00	\$0.00	
		1475	Total NDE:	\$30,000.00	\$0.00	\$0.00	\$0.00	
			Total NDE:	\$30,000.00	\$0.00	\$0.00	\$0.00	
			Project Total:			\$35,000.00	\$0.00	\$0.00

¹To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
²To be completed for the Performance and Evaluation Report.

Part III: Implementation Schedule for Capital Fund Financing Program

PHA Name: Housing Authority of County of Salt Lake		Federal FY of Grant: 2011		Reasons for Revised Target Dates ¹		
Development Number Name/PHA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)	Original Obligation End Date	Actual Obligation End Date	Expenditure End Date	Actual Expenditure End Date
UT3-2	09/14/13	09/14/15	09/14/13		09/14/15	
UT3-3	09/14/13	09/14/15	09/14/13		09/14/15	
UT3-6/9	9/14/201	09/14/15	09/14/13		09/14/15	
UT3-8	09/14/13	09/14/15	09/14/13		09/14/15	
UT3-10	09/14/13	09/14/15	09/14/13		09/14/15	
UT3-11	09/14/13	09/14/15	09/14/13		09/14/15	
UT3-12	09/14/13	09/14/15	09/14/13		09/14/15	
UT2-16	09/14/13	09/14/15	09/14/13		09/14/15	
UT3-17	09/14/13	09/14/15	09/14/13		09/14/15	
UT3-22	09/14/13	09/14/15	09/14/13		09/14/15	
UT3-26	09/14/13	09/14/15	09/14/13		09/14/15	
UT3-27	09/14/13	09/14/15	09/14/13		09/14/15	
UT3-29	09/14/13	09/14/15	09/14/13		09/14/15	
UT3-31	09/14/13	09/14/15	09/14/13		09/14/15	
Office	09/14/13	09/14/15	09/14/13		09/14/15	

¹Obligation and expenditure end date can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.**
Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

Tenant selection is based on income and date and time of the application. We do not have preferences or site-based waiting lists for Public Housing. Tenant selection for Section 8 Tenant-Based Rental Assistance is based on income and the date and time of the application. A separate waiting list is maintained for each property receiving Project-Based Vouchers. See Section 8 Administrative Policies for details.

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.

Source	Amount	Planned Use
Public Housing Operating Fund	\$1,600,000	General operations PH
Public Housing Capital Fund	\$1,533,000	See CDF plan
Section 8 Tenant-Based Assistance	\$16,967,000	Rent
Resident Opportunity & Self-Sufficiency	\$56,000	Family Self-Sufficiency Public Housing
Community Development Block Grant	\$4,000	Sandy Maintenance Transitional Housing
HOME/ State/ County Funding	\$2,467,000	Rental Assistance
HOPWA	\$64,000	Rental Assistance
Shelter Plus Care	\$1,129,000	Rental Assistance
Public Housing Dwelling Rental	\$1,425,000	General Operations PH
Management Income	\$128,000	
Other Dwelling Rent	\$1,093,000	
Section 8 Fraud Recovery	\$74,000	
Interest Income	\$28,000	
Other	\$4,000	
Total	\$26,727,000	

3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.

See Public Housing Admissions and Continued Occupancy Policies on Rent Determination. No changes in how rents are determined. Please note the Payment Standard for the Section 8 Housing Choice Voucher program has been lowered to 98% or Fair Market Rents.

4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.

Please see maintenance policies @ www.hacsl.org

5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.

**See Public Housing Admissions and Continued Occupancy Policies and Section 8 Administrative Plan @ www.hacsl.org
No changes are proposed this year.**

6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: 1) development name and number; 2) designation type; 3) application status; 4) date the designation was approved, submitted, or planned for submission, and; 5) the number of units affected.

N/A

7. **Community Service and Self-Sufficiency.** A description of: (1) Any programs relating to services and amenities provided or offered to assisted families; (2) Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; (3) How

the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. (Note: applies to only public housing).

CONTINUED OCCUPANCY AND COMMUNITY SERVICE

In order to be eligible for continued occupancy, each adult family member must either contribute eight hours per month of community service within the community, or participate in an economic self-sufficiency program unless they are exempt from this requirement.

EXEMPTIONS

The following adult family members of tenant families are exempt from this requirement.

- A. Family members who are 62 or older
- B. Family members who are working 19 hours per week or more
- C. Family members who are blind or disabled
- D. Family members who are the primary care giver for a blind or disabled child
- E. Family members who are exempt from work activity
- F. Family members who are receiving TANF assistance

NOTIFICATION OF THE REQUIREMENT

The Housing Authority of the County of Salt Lake shall identify all adult family members who are not exempt from the community service requirement. The Housing Authority shall notify all such family members of the community service requirement and of the categories of individuals who are exempt from the requirement. The notification will provide the opportunity for family members to claim and explain an exempt status. The Housing Authority of the County of Salt Lake shall verify such claims. It will also advise them that failure to comply with the community service requirement will result in ineligibility for continued occupancy at the time of annual reexamination.

VOLUNTEER OPPORTUNITIES AND ECONOMIC SELF SUFFICIENCY

Community service includes performing work or duties in the public benefit that serve to improve the quality of life and/or enhance resident self-sufficiency, and/or increase the self-responsibility of the resident within the community. An economic self sufficiency program is one that is designed to encourage, assist, train or facilitate the economic independence of participants and their families or to provide work for participants. These programs may include programs for job training, work placement, basic skills training, education, English proficiency, financial or household management, apprenticeship, and any program necessary to ready a participant to work.

THE PROCESS

At the annual reexamination the Housing Authority of the County of Salt Lake will provide a volunteer time sheet to the family member. Instructions for the timesheet require the individual to complete the form and have a supervisor date and sign for each period of work.

NOTIFICATION OF NON-COMPLIANCE WITH COMMUNITY SERVICE REQUIREMENT

The Housing Authority of the County of Salt Lake will notify any family found to be in noncompliance of the following:

- A. The family member(s) has been determined to be in noncompliance;
- B. That the determination is subject to the grievance procedure; and
- C. That, unless the family member(s) enter into an agreement to comply, the lease will not be renewed or will be terminated.

OPPORTUNITY FOR CURE

The Housing Authority of the County of Salt Lake will offer the family member(s) the opportunity to enter into an agreement prior to the anniversary of the lease. The agreement shall state that the family member(s) agrees to enter into an economic self-sufficiency program or agrees to contribute to community service for as many hours as needed to comply with the requirement over the past 12-month period. The cure shall occur over the 12-month period beginning with the date of the agreement and the resident shall at the same time stay current with that year's community service requirement. The first hours a resident earns goes toward the current commitment until the current year's commitment is made.

8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

The Housing Authority of the County of Salt Lake provides a comprehensive array of services. We have a contract with the Salt Lake County Sheriff's Department to provide additional on-site Community Policing at our Public Housing Communities. We also provide on-site drug prevention services to youth ages 5-17.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.

**See Public Housing Admissions and Continued Occupancy Policies @ www.hacsl.org
No changes are proposed this year.**

10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.

HACSL regularly reviews programs to assure they are consistent with Fair Housing and the Salt Lake County Consolidated Plan.

11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.

HACSL had one audit finding in the management review of the Section 8 tenant files. One file was not reviewed prior to activating and it had missing information. As a practice, all new and move files are reviewed by a supervisor to assure accuracy. This incident occurred while the supervisor was out of the office and the staff member activated a new file without having it audited.

The finding is resolved. HACSL has reorganized the Section 8 department so that each file for new participants and participants that are moving will be reviewed by either the Section 8 Manager or Section 8 Supervisor. Neither position has a case load so there will not be an issue of personnel reviewing their own files. Schedules are arranged to assure maximum coverage.

12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.

The Housing Authority of the County of Salt Lake has divided our properties in to five asset-based management properties. We are working with Property Managers and Maintenance Technicians to develop new skills and capacities as well as continue to evaluate the properties functionality. Our rehabilitation and modernization goals are listed in the Capital Fund grants.

As an agency we plan to take the next 12-48 months to assess disposition of any public housing units. This decision will be made in conjunction with physical needs of properties, community needs, staff assessment and market analysis of the properties

13. **Violence Against Women Act (VAWA).** A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families

The Housing Authority ensures that all its Public Housing residents, housing choice voucher program residents and Landlords are notified about their rights and of their obligation under VAWA. We offer many choices regarding housing options such as moving, removal of the perpetrator and providing referrals to an outside agency that can offer help to the families. It is our policy to make every opportunity available to victims so that they may feel safe and maintain housing.

Housing Authority of the County of Salt Lake 2010 Agency Plan Needs Assessment

Introduction:

In Salt Lake County, Utah the housing needs of low-income individuals and families continue to grow. These needs are demonstrated by data pulled from:

1. Housing Authority of the County of Salt Lake's (HACSL) housing waitlists
2. Fair Market Rent for Salt Lake County
3. Salt Lake City 2005-2010 Consolidated Action Plan.

Information from these sources is detailed below:

1. HACSL housing waitlists:

According to the February 2011 HACSL VCP (Section 8) waitlist database, currently there are 9,320 households on the waitlist. A breakdown of these households reveals the following:

- 83% are families, 13% are singles, 2% are disabled, and 2% are elderly
- 96% are extremely low-income and 4% are very low income
- average self-reported gross income is \$9,339
- 173% increase in the number of families on the wait list from 2009 to present.

The following are numbers from the February 2011 HACSL PH (Public Housing) waitlist database.* Currently there are 6,414 households on the waitlist. A breakdown of these households reveals the following:

- 83% are families, 14% are singles, 2% are elderly, and 1% are disabled
- 97% are extremely low-income and 3% are very low income
- average self-reported gross income is \$9,160

** Please note that many families sign up for the both the VCP and PH waitlist and therefore, demographic information may be duplicated.*

2. Fair Market Rent for Salt Lake County:

In addition, according to the U.S. Department of Housing and Urban Development, the Fair Market Rent for a 2 bedroom apartment in Salt Lake County grew from \$802 in 2009 to \$836 in 2010. This means a household must earn an income of \$33,440 per year in order to afford this rent without paying more than 30% of their income on housing. Assuming a 40-hour work week, 52 weeks per year; this level of income translates into a housing wage of approximately \$16.08 per hour. Compounding the issue of high housing wage, according the U.S. Department

of Housing and Urban Development, economic conditions have continued to weaken in the Salt Lake City metropolitan area. During the 12 months ending August 2010, resident employment fell by 16,700 jobs, or 2.9 percent, to 556,000 jobs. The average unemployment rate increased from 5.6 to 6.8 percent during the same period.

3. Salt Lake City 2005-2010 Consolidated Plan.

There is also a scarcity of housing for low income households, according to Salt Lake City 2005-2010 Consolidated Plan. The following chart, taken from the Consolidated Plan, provides an estimate of unmet rental housing needs as of 2010 for low-income households in Salt Lake City:

Small related	11,200 units of unmet need: <ul style="list-style-type: none"> • 1650 for extremely low-income • 4750 for very low-income • 4800 for low-income
Large related	710 units of unmet need: <ul style="list-style-type: none"> • 250 for extremely low-income • 225 for very low-income • 235 for low-income
Elderly	935 units of unmet need: <ul style="list-style-type: none"> • 625 for extremely low-income • 200 for very low-income • 110 for low-income
All Other	2,045 units of unmet need: <ul style="list-style-type: none"> • 1500 for extremely low-income • 445 for very low-income • 100 for low-income

Subpopulations of low-income households

- 1. Refugees**
- 2. Individuals exiting jail**
- 3. Homeless individuals and families**

1. Refugees:

Refugee Housing needs continue to grow in Utah. According the Administration for Children and Families, Office of Refugee Resettlement and the Utah Department of Workforce Services Refugee Services Office:

- Between 2000 – 2009 over 8,100 refugees have been resettled in Utah
- Population statistics from 2000 – 2004 indicate Utah has the 24th highest state refugee population. Population statistics from 2000 - 2004 indicate Utah has the 12th highest per capita refugee population
- During 2009, 1,360 refugees arrived in Utah for resettlement. This amount is nearly the double the number of refugees arriving in Utah during 2006 (708 refugees).

2. Individuals Exiting Jail:

The need for affordable housing for people exiting jail in our community is high.

- The Salt Lake County jail books and releases over 30,000 individuals per year. In a sample count of jail inmates in July 2005 and January 2006, nearly 10 percent identified themselves as homeless.
- In addition, while the Utah Department of Corrections (DOC) does not generally track the history of homelessness among those who are incarcerated, a 2005 study of 100 individuals discharged from DOC custody without any parole supervision—the people least likely to get help to support their successful re-entry—found that 50 percent had a history of homelessness.
- According to the Corporation for Supportive Housing (CSH), “Breaking the Cycle of Homelessness and Incarceration through Housing with Services,” approximately 10% of people leaving prisons were homeless prior to incarceration or became homeless upon release. In addition, CSH also cites that 9% to 16% of people leaving jail were homeless prior to incarceration and a case study of New York City showed 5.5% entered shelters immediately following release.
- The Corporation for Supportive Housing also analyzed the history of incarceration among homeless people. According the CSH, 54% of homeless people in their study

reported a history of incarceration. This included: 49% reporting experience in jail and 18% reporting experience in prison.

3. Homeless Individuals and Families:

According to the Utah 2010 Comprehensive Report on Homeless:

- 11,883 school-aged children are considered homeless in Utah according to the Utah State Office of Education. 1 in 50 students is homeless. This is the highest concentration of homeless school children observed in the past five years.
- One quarter of the homeless population suffers from chronic substance abuse and one-fifth have a mental illness
- 82% of the State's homeless populations were located in Salt Lake County or along the Wasatch Front
- 0.56% of Utah's population is homeless or 15,642 individuals in 2010 according to HUD's definition of homelessness
- 43% of Utah's homeless population is people in families, the fastest growing segment of the homeless population. They are mostly female headed single parent families with young children.

The Road Home (Utah's largest shelter) reports that between January 2010 and November 2010, the number of families served increased 48% compared to two years ago.

According to the U.S. Department of Veterans Affairs about one-third of the adult homeless population are veterans. The U.S. Department of Veterans Affairs also states the nation's homeless veterans are predominantly male, with roughly five percent being female. The majority of them are single; come from urban areas; and suffer from mental illness, alcohol and/or substance abuse, or co-occurring disorders.

Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. *Include statements related to these programs as applicable.*

Hope VI: N/A

Mixed Finance Modernization or Development: HACSL is currently modernizing our 28 unit Cyprus Park located at 2983 South 8400 West, Magna. It will be completed in December 2011. HACSL will modernize the Academy Park and Granger units next. Scattered units in AMP 5 will be modernized as needed.

Demolition and/or Disposition, Conversion of Public Housing: HACSL will continue to assess the functionality and viability of our Public Housing units. In the next 12 months, we will plan to identify properties for demolition, disposition or conversion to Section 8 project based vouchers.

On March 2, 2011, HACSL received a letter from Utah Department of Transportation stating they will purchase certain properties located near our Low-Income Public Housing unit at 6184 South Prairie View Drive, Taylorsville, UT 84118. HACSL will work with HUD to secure appropriate approval.

Homeownership: HACSL operates the Family Self-Sufficiency program in both Public Housing and Section 8. No other programs are offered. HACSL has approved policies to operate a Section 8 Homeownership program but has not implemented it due to lack of staff capacity and the recent housing market changes.

Project-Based Vouchers: HACSL's Board of Commissioners have approved policies allowing the agency to Project –Based up to 20% of our program or 428 vouchers. To date four properties have received 158 Project-Based Vouchers. All new projects must be approved by Salt Lake County's Housing Committee and the Board of Commissioners. HACSL anticipates approving new projects in the next 12 to 24 months.

Strategy for Addressing Housing 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.

1. Expand, enhance and sustain the quality of our services and housing programs to provide the greatest value to residents and the surrounding communities.
2. Evaluate current portfolio to assure units best meet community needs.
3. Understand and respond to the changing demographics and needs of our community.
4. Maintain our competitive advantage and the value we provide our residents, the taxpayer and society.
5. Determine and communicate the right balance between expansion and sustainability.
6. Develop community partnerships by involving other organizations in improving the quality of life for members of our community through shared objectives and reciprocal relationships.

Housing Authority of the County of Salt Lake County Housing Authority Progress on goals

Expand, enhance and sustain the quality of our services and housing programs to provide the greatest value to residents and the surrounding communities.

1. Build or acquire at least 500 new units (by 2015) – Sandra, Dennis, Kerry, Janice
**Acquiring Wendell 32 units
Bud Bailey Apartments will begin construction on 60 units in 2012.**
2. Develop criteria to speed the decision making for opportunities to acquire property– Dennis
Development Committee has addressed this.
3. Apply for new rental assistance funding from federal, state and local government- Janice, Valerie

The Housing Authority has applied for:

- **15 VASH – Homeless Veterans**
 - **5 S+C Sponsor Based- Homeless Families in partnership with The Road Home**
 - **5 S+C Bud Bailey- Homeless Families**
 - **10 S+C Bud Bailey – Homeless Youth**
 - **100 Family Unification Program – Youth aging out of Foster Care and families involved with Department of Family and Children Services**
 - **State of Utah – Pathways Master Leasing**
 - **Salt Lake City HOPWA Tenant Based**
 - **Increased funding from \$63,500 to \$112,830**
4. Conduct outreach to landlords in order to increase the number of and improve the quality of housing units available to participants using rental subsidies – Danielle, Jodi

Several times a year the Housing Authority sends out Section 8 program information to landlords. Jodi visited several new apartment complexes in West Jordan to provide information on the Section 8 Program and asked them to post their rental information on Gosection.com

In order to improved customer service, the Housing Authority started to provide a Partner Portal which allows landlords to view housing payments and unit information through the internet.

Jodi and Danielle conducted training for Murray City on September 22, 2010. It was for a new Murray Landlord Housing Symposium that Murray City will host every year. They presented a PowerPoint presentation about housing programs and landlord responsibilities within the programs.

5. Use best practice or model programs
6. Complete a comprehensive assessment of the agency's current housing covering the location, market value, costs of maintaining and social value of properties - Kerry, Dennis, Janice, Sherrie
 - a. Where do we want to position our inventory?
 - b. How do we meet the changing needs of population?
 - c. How does each property support our mission and enhance our values?

Understand and respond to the changing demographics and needs of our residents.

1. Establish task force for new populations – Marni, Kerry

Developed and maintained the Service Design Committee for Kelly Benson Apartments (started in FY 10), the committee worked to identify needs specific to the aging population. The committee continued to meet after the initial lease up of Kelly Benson with the purpose to discuss client needs and leverage additional services. New partnerships were developed and continue to be nurtured with Salt Lake County Aging Services, the Occupational Therapy Department at the University of Utah, and the Social Work Department at the Salt Lake Community College

Participated in and supported the Bud Bailey Apartments partner meetings. Community partners have included the International Rescue Committee, Asian Association of Utah, Catholic Community Services, the Refugee Services Office, Volunteers of America, and The Road Home. These partners serve as experts in the community on needs for specific populations including individuals with Refugee status, homeless families and homeless youth. In addition, we have secured a partnership with the Refugee Services Office to employ an AmeriCorps VISTA member to work with community members to strengthen services for the refugee community. The VISTA will also work to empower resident leaders from different cultures represented at the Bud Bailey Apartments.

2. Provide staff and supervisor level training in these areas: supervision and leadership, changing demographics and cultural competence and program evaluation - Janice

Monthly training for frontline supervisors has been provided to increase supervision skills.

Provided sensitivity training in December.

3. Develop a plan for the quality expansion of programs and services– Janice, Sandy, Marni, Sherrie

Internal programmatic audits were completed for each program in Resident Services. Also, we are near completion of updated policies and procedures for each program including task lists, training manuals, signed MOU's, contracts, and other guiding documents. Through this process the current programs have been evaluated and relevant changes have been made.

With the opening of the Bud Bailey Apartments two full-time services staff have been built into the operating budget. This provides for a consistent and sustainable plan for the ongoing support of the residents at the Bud Bailey Apartments.

4. Strengthen relations with the Veterans Administration – Kerry/Jodi

In June 2010 the Housing Authority was awarded 25 new vouchers to support the HUD-Veterans Affairs Supportive Housing (VASH) initiative. We have been working diligently with the Veterans Administration to lease up these vouchers. We have met with the VA to coordinate this program and to improve our partnership.

In July 2010, the VA invited us to apply for 15 more HUD-Veterans Affairs Supportive Housing (VASH) Vouchers. As of today, we have not been awarded these vouchers.

5. Develop succession plans for key staff - Kerry

Maintain our competitive advantage and stress the value we provide our residents, the taxpayer and society.

1. Update and clarify accountability using the existing strategic plan by developing a dashboard for the Board to review quickly progress toward existing goals – Kerry
2. Use this discussion and report to develop a complete 18 month plan – Janice - **Completed**
3. Increase awareness of the benefit of the housing authority by developing a detailed public and media relations plan - Valerie
 - a. Allocate staff time and resources
 - b. Seek outside assistance if needed
 - c. Identify key stakeholders

July 2010:

- **Worked on identifying purpose of marketing plan; two goals identified**
 - **Goal 1: Remind government and funding partners of the importance for our programs and appreciation for partnership. Purpose of Goal 1: Use media to advocate for program need, publicly acknowledge value of partnerships, help build sustainable funding and partnerships**
 - **Goal 2: To help the public overcome misconceptions; a well-informed voter base helps elect sympathetic government officials and set sound public policy. Purpose of Goal 2: Control the spin on potentially controversial issues, correct stereotypes about housing participants and housing programs.**
- **Identified multiple venues of marketing, including formal media, partner materials, grant reports, own materials, events, and meetings/affiliations**

August 2010:

- **Presented Marketing Plan Handout in Management Team: received feedback one option for marketing plan would be to focus on two or three partner relationships per six month period. Asked to consider pursuing this instead of formal media relations.**
- **Presented Marketing Plan Handout in Board Meeting: received feedback to consider more regularly sharing housing authority successes with media through press releases**
- **Board Chair reported on lessons learned Media Workshop attended at national training: in particular discussed identifying an agency spokesperson, building relationships with media staff, and sending “filler stories”**

September 2010:

- **Contacted University of Utah to inquire about process for utilizing an marketing intern**
- **Created media contact list and media coverage tracking**
- **Awaiting further direction from management team and board of directors**

October 2010

- **Submitted News Advisory: Bud Bailey Apartments Opening**

- Received coverage in:
 - o Salt Lake Tribune Article
 - o Deseret News Article
 - o Associated Press Article

December 2010

- Submitted News Advisory: Help Portraits
- Received coverage in:
 - o Salt Lake Tribune Article
 - o Local coverage on KSTU
- Submitted News Advisory: Youth Mural
 - o Event to be held on December 30th – awaiting media response

Determine and communicate the right balance between expansion and sustainability.

1. Enhance the value the Board provides to the agency (Kerry, Shauna)
 - a. Restructure the agenda so that the board spends more time in discussion and less on reports - **Completed November 2010**
 - b. Develop a new board member orientation and hold an annual board training
 - c. Create a more transparent process for the identification, recruitment and nomination of commissioners with the goal of ensure that this process results in diverse opinions and experience - **Completed**
 - d. Create and staff Ad Hoc Committees to develop specific recommendations in areas addressed in this plan.

**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 07/01/11 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.

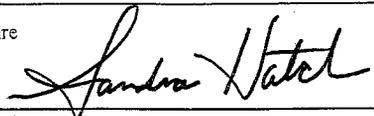
Housing Authority of the County of Salt Lake UT003

PHA Name PHA Number/HA Code

_____ 5-Year PHA Plan for Fiscal Years 20____ - 20____

* _____ Annual PHA Plan for Fiscal Years 2011 - 2012

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 <p style="text-align: center;">Sandra Hatch</p>	Title <p style="text-align: center;">Chair</p>
Signature 	Date <p style="text-align: center;">3-16-2011</p>

Civil Rights Certification

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

Civil Rights Certification

Annual Certification and Board Resolution

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 Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency 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, and will affirmatively further fair housing.

Housing Authority of the County of Salt Lake

UT003

PHA Name

PHA Number/HA Code

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

Sandra Hatch

Title

Chair

Signature



Date

3-16-2011

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Housing Authority of the County of Salt Lake

Program/Activity Receiving Federal Grant Funding

PHA Annual Plan

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. **Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

3595 South Main Street, Salt Lake City, UT 84115

Check here if there are workplaces on file that are not identified on the attached sheets.

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

Kerry Bate

Title

Executive Director

Signature

X

Kerry Bate

Date

03-16-2011

Senior Highrise- 1966 S 200 E

Valley Fair Village - 3060 W 3650 S

Union Park – 7245 S 700 E

Granger – 3348 S 4000 W

Kearns – 5100 S 4950 W

Certification of Payments to Influence Federal Transactions

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

Applicant Name

Housing Authority of the County of Salt Lake

Program/Activity Receiving Federal Grant Funding

PHA Plan 2011-12

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

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)

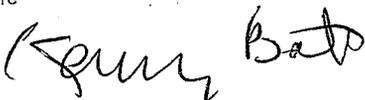
Name of Authorized Official

Kerry Bate

Title

Executive Director

Signature



Date (mm/dd/yyyy)

03/16/2011

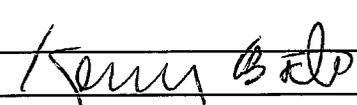
DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Congressional District, if known:	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Congressional District, if known:	
6. Federal Department/Agency:	7. Federal Program Name/Description: CFDA Number, if applicable: _____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$ _____	
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI):	b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI):	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u></u> Print Name: <u>Kerry Bate</u> Title: <u>Executive Director</u> Telephone No.: <u>801-284-4401</u> Date: <u>03-16-2011</u>	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

**DISCLOSURE OF LOBBYING ACTIVITIES
CONTINUATION SHEET**

Approved by OMB
0348-0046

Reporting Entity: Housing Authority of the County of Salt Lake Page _____ of _____

**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, Randy Jepperson the Housing Manager certify that the Five Year and
Annual PHA Plan of the Housing Authority of the County of Salt Lake is consistent with the Consolidated Plan of
Salt Lake County, Utah prepared pursuant to 24 CFR Part 91.



Signed / Dated by Appropriate State or Local Official



HOUSING AUTHORITY
of the County of Salt Lake

Resident Advisory Board Comments

Please see attached minutes from the Resident Advisory Board approving the Housing Authority of the County of Salt Lake's annual plan for July 1, 2011- June 30, 2012. No formal comments or recommendations were made.

The Mission of the RAB is to represent the interests of the residents receiving rent assistance from the Housing Authority of the County of Salt Lake (HACSL). The goal is to assist the HACSL staff and Board of Commissioners to maintain and improve the quality of life for all residents.

The Mission of the Housing Authority of the County of Salt Lake is to provide and develop quality affordable housing opportunities for individuals and families while promoting self-sufficiency, empowerment, and neighborhood revitalization.

Resident Advisory Board

Minutes

February 9, 2011

Members Present: Isabel Quilantan, Acting Chair
Roy Davis, Treasurer
Ilana Thompson
Rosie Powell
Mary Ann Ericksen
Catina Harper
Carlos Canales
Royal Miller
Karl Westbrook

Staff Present: Janice Kimball
Kerry Bate
Elizabeth Bioteau
Elissa Jorgensen

Welcome and Introductions

Isabel welcomed everybody asked everyone to introduce themselves. Isabel then began to chair the meeting.

Minutes

Isabel motioned to approve the minutes as written. Rosie seconded the motion. Board approval was unanimous.

RAB Overview

Isabel reviewed the RAB by-laws. Janice reviewed Article III on membership and Article IV on officers in detail with the board. She reminded the board that elections will take place in June.

Budget & Expenditures

Roy reviewed and explained the budget by each line item. He noted that the board is over spent in stipends. Janice explained that because the budget is under spent in postage and copies, the extra money would be used to cover the expenses in stipends.

Board Report

Janice explained that Kristy is taking a leave of absence from the Board of Commissioners to give the Resident Advisory Board time get organized. Janice asked for any volunteers to attend in the interim for the next six months. Rosie, Royal, Roy, Isabel, and Karl are interested in attending. An invitation will be sent to the RAB members before the BOC meetings.

Janice stated that in the finance report there are some properties having financial challenges. The Housing Authority is also having some challenges with the financing for the Bud Bailey Apartments. The Board of Commissioners will review at their retreat. Finances are improving as the fiscal year progresses. Janice reported that elections were held and the current officers were re-elected. Sandra Hatch is the Chair and Shauna O'Neil is the Vice Chair. Janice reported that the Section 8 administration plan was updated. The Housing Authority conducted write offs, \$8,700 in Public Housing and \$7,000 in Section 8. She explained that the Housing Authority writes off from \$10,000-\$30,000 every six months. The Board passed a resolution to accept ownership of the Wendell Apartments. The Housing Authority is selling a 30 unit mobile home park. The Board of Commissioners also received a copy of the agency plan.

PHA Annual Plan

All board members received copies of the PHA Annual Plan and Needs Assessment at the previous meeting and were asked to review them. Janice distributed more copies of the PHA Annual Plan and needs assessment. She reviewed the chart of the wait list trends. From 2007-2010, there was a substantial increase in the number of people seeking assistance. Janice updated the needs assessment, stating that there are about 400 new families or individuals getting on the waitlist each month. This may be because the application is now online so it is easier to apply and because of the economic conditions. The agency may need to revisit whether or not to close the wait list. Karl asked how much crossover is there between housing authority wait lists. Janice explained that there is a lot of crossover and it is encouraged for people to apply at different housing authorities. Janice reviewed the elements of a Public Housing Authority Annual Plan. Karl asked what the general situation is for those on the wait list. Janice explained that some people are homeless and others living in homes but are paying too much for rent. Janice also explained that there are other programs and partnerships that also help. Karl asked about emergency temporary housing and Janice explained that HACSL focuses on long term housing but other agencies provide emergency temporary housing. Janice reviewed the official HUD form for the annual plan. Ilana asked how bed bug infestations affect budgets. Janice said it does impact the budget as an unforeseen cost. Janice reviewed HACSL's 5 year goals and objectives. She reviewed July 1, 2010-June30, 2011. She also reviewed the goals for July 1, 2011-June 30, 2012. Janice asked if the RAB wants to support the plan. Roy motioned to approve the PHA Annual Plan, Royal seconded the motion. Board approval was unanimous.

Family Self Sufficiency Action Plan

Elizabeth distributed the Family Self Sufficiency Action Plan. She reviewed the changes in the plan, stating that the biggest change is 100% staff turnover. On the action plan, staff added a title page and a table of contents to make it easier to navigate. There was an increase in funding making it possible to increase the program size by 30 participants in the Section 8 program. The referral procedure has changed to only give priority to those referred by other HACSL programs, whereas in the past those referred by other

organizations received priority as well. Karl asked what the waitlist for the program looks like and Elizabeth explained that it is generally months wait to get on the program. Another change made to the program is that they no longer motivationally screen clients. They have added a standardized progress report form, which is required to be completed semi annually. Another change is they will only allow program extensions for circumstances out of the clients' control. The forms for the program have also changed. The RAB will review the plan and approve in April. If members want more information, they can contact Elissa to get forms.

Tenant Association Reports

High Rise- Ilana reported that someone put a Christmas tree in the garbage shoot and garbage got backed up for 6 floors.

Grace Mary Manor- Karl reported that there have been a lot of changes. There were elections in January. Karl resigned as secretary and is now president. Brandy Smith is Vice President. There will be an appreciation dinner for benefactors in March.

Pleasant Green Villa- Roy reported that they have received a new flag pole. The residents want new furnace filters.

Kelly Benson Apartments- Royal reported that the residents want a full size kitchen upstairs. The residents also want to know how legal it is to charge a donation to play bingo for prizes. Janice will follow up. The residents also want to host a crafts fair in the parking lot. Janice said they will need to talk to the city about that.

Valley Fair Village- Rosie reported that she was elected president and Wayne was elected Vice President. They will be having corned beef and cabbage March 16th

Comments and Review

Everyone agreed that it was a good meeting with great information and they are happy to be here.

Isabel thanked Janice for the extended presentation and she thanked Kerry for attending the meeting.

Next meeting

Next meeting will be held on April 13th, at Valley Fair Village at 3060 W. 3650 S. Dinner will be served at 5 pm and the meeting will begin at 5:30.

Roy motioned to adjourn the meeting. Mary Ann seconded the motion. Board approval was unanimous.

Housing Authority of the County of Salt Lake's Executive Summary Annual Agency Plan 2011- 2012

Our Agency Plan sets goals and objectives that work towards fulfilling our mission and improving the lives of the people we serve. This comprehensive approach is consistent with and supports:

- Department of Housing and Urban Development's (HUD) strategic plan and initiative to end chronic homelessness,
- Salt Lake County's Consolidated Plan and plan to end chronic homelessness
- State of Utah's plans to end chronic homelessness.

Agency Overview

The Salt Lake County Commissioners formed the Housing Authority of the County of Salt Lake (HACSL) in 1970. We are a tax-exempt, non-profit, municipal corporation, governed by a seven-member Board nominated by the Salt Lake County Mayor and confirmed by the County Commission. HACSL is not a Salt Lake County agency. Board members serve up to five-year terms. Our funding comes from rents we collect and subsidies from the federal government.

HACSL's seven member Board of Commissioners represents various sectors and areas of expertise in our community:

Sandra Hatch, Chair -	architect
Shauna O'Neil, Vice Chair -	retired administrator for Salt Lake County Aging Services
Kristy Finkelstein-	HACSL housing program participant
Stephanie Bourdeaux-	Utah State Government
Sandra Kikuchi-	social work and community advocate
James Yapias-	educator and community advocate
Dale Carpenter-	Salt Lake County Division of Economic Development

The Housing Authority's annual budget exceeds \$26 million. The Housing Authority staff includes 97 employees, with average job longevity of 6.8 years.

Our mission is to provide and develop quality affordable housing opportunities for individuals and families while promoting self-sufficiency and neighborhood revitalization. The health and wellbeing of our residents and neighborhoods are at the core of our work. Our staff and programs are grounded in these fundamental beliefs and values:

We believe that housing is a basic right and a foundation for success in life. All of us benefit when our citizens have a safe place to call home.

- We believe that housing is a basic right and a foundation for success in life. All of us benefit when our citizens have a safe place to call home.
- While housing is a foundation, it is not enough to simply have a roof over one's head. We support to the best of our abilities the lives of our residents with excellent programs for their individual growth and welfare.

- We create communities that are safe and peaceful. Our residents are part of their neighborhood and society as a whole. We are proud of the communities we help create and the housing we build and manage.
- We believe that people should be able to choose the housing that best meet their individual needs, and that those needs evolve and change. We work hard to appreciate and support our residents throughout the evolution of their lives circumstances.
- We deserve the public's support and confidence for the resources they entrust in our agency. We understand that resources are finite and that our programs and services must be energy efficient, sustainable and economically viable.
- We respect and celebrate the whole person, whether resident or employee. Our work culture responds to individual needs and the benefit of the whole. We are fair. We listen to everyone associated with our efforts.

HACSL is an award-winning agency with numerous recognitions from the National Association of Housing and Redevelopment Officials (NAHRO), the Department of Housing and Urban Development, and others. Since the inception in 1990 of the performance measurements by HUD's Public Housing Assessment System (PHAS), HACSL has received High Performer status.

HACSL is a full service housing authority that assists individuals, families, elderly, physically and mentally disabled residents who are low income. HACSL has constructed or acquired 626 public housing units serving over 1,300 individuals and families in Salt Lake County. HACSL also provides housing assistance to over 2100 households through the Section 8 Housing Choice Voucher program. In addition, we have over 330 units that serve low-income and special needs populations and 300 rental subsidies for populations that face many barriers to housing such as formerly homeless, youth aging out of foster care, and individuals with refugee status.

HACSL Annual Goals and Objectives July 1, 2011- June 30, 2012

Maximize a high performing HUD Subsidized Housing Program (Public Housing and Section 8)

- Maintain High Performer status in Public Housing and Section 8
- Apply for new funding as available
- Evaluate and increase energy efficiency of Public Housing Units. Use green products when feasible
- Meet 504 Voluntary Agreement Goals
- Begin to implement a comprehensive assessment of the agency's current housing covering the location, market value, costs of maintaining and social value of properties
 - Where do we want to position our inventory?
 - How do we meet the changing needs of population?
 - How does each property support our mission and enhance our values?

Increase affordable housing units and rental subsidizes

- Acquire additional housing units and rental subsidizes
- Continue to diversify housing portfolio
- Increase internal development capacity by training staff in Low-Income Housing Finance and Asset Management
- Apply for additional rental assistance funding

Provide supportive services that help our clients to maintain their housing assistance and assist them in gaining skills to increase self-sufficiency.

- Increase tenant skills and income
- Continue to develop in-house capacity to provide services
- Assess our ability to fund and maintain services
- Help assure residents maintain their housing assistance

Be an employer of choice with a strong mission-based culture

- Recruit and retain high quality staff
- Conduct annual staff survey

Provide excellent services that are based on best practices and meaningfully involve clients in the development and operations of services

- Set department goals to improve services to clients

Increase our operating efficiency and create housing that is energy efficient and uses green materials

- Operate within realistic budget
- Assess the previous performance of all HACSL and HOI programs
- Educate staff and tenants on energy efficiency