

The following resolution was introduced by Ms. Hairston, read  
in full and considered:

RESOLUTION 02-12

DATE ADOPTED:  
March 7, 2012

  
Chairman

SEE ATTACHED CERTIFICATIONS  
REGARDING PHA PLAN

Ms. Mairston moved that the foregoing resolution be adopted as introduced  
and read. The motion was seconded by Mr. Mitchell, and upon Voice  
Vote, the following "Ayes" and "Nays" were recorded:

AYES: Ms. Chase, Mr. Mitchell, Ms. Hairston

NAYS: None

Whereupon, the Chairman declared said motion passed and the resolution  
adopted.

**PHA Certifications of Compliance  
with PHA Plans and Related  
R e g u l a t i o n s**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 08/30/2011

**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 XX Annual PHA Plan for the PHA fiscal year beginning 7/1/12, 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.
- NA  
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.  
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.
- NA  
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.
- NA  
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.

Mansfield Metropolitan Housing Authority  
PHA Name

OH 016  
PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 20 - 20

XX Annual PHA Plan for Fiscal Years 2012- 2013

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 <b>Debra S. Chase</b>	Title <b>Chairman</b>
 Signature	Date <b>3/7/12</b>

**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:*

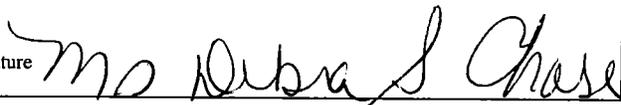
The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing.

Mansfield Metropolitan Housing Authority

OH 016

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	Debra S. Chase	Title	Chairman	
Signature			Date	3/7/12



A public hearing concerning the Mansfield Metropolitan Housing Authority's Annual PHA Plan update for 2012 was held on Friday, March 23, 2012, at the Mansfield MHA leasing office, 88 West Third Street, in Mansfield, Ohio.

Mansfield MHA Chairperson, Ms. Debra S. Chase opened the hearing at 1:00 p.m. Also attending the hearing was Ms. Jennifer M. Berrier, Deputy Director.

The public hearing was advertised in The Mansfield News Journal, a newspaper of general circulation in Richland County, Ohio. Mr. Chase said the plans have been on public display at the Mansfield Public Library, the PHA leasing office and the office of the Community Development Department of the City of Mansfield, Ohio, plus at the Richland County Regional Planning Commission.

She noted that the Mayor of Mansfield and the Richland County Regional Planning Commission Director have already reviewed the plan. The Chairperson said that after the public hearing, any comments received would be reviewed and responded to by the Authority.

Ms. Chase asked for comments from the general public or any other attendees at the hearing. There were no comments, either oral or written, and no members of the general public attended the hearing.

Hearing none, Ms. Chase asked for comments from the Authority Deputy Director and after very brief discussion, Ms. Chase thanked Ms. Berrier for attending and declared said public hearing closed at 1:30 p.m.

Attendees at the March 23<sup>rd</sup>, 2012, public hearing for the Mansfield Metropolitan Housing Authority's Annual PHA plan, held at 1:00 p.m. in Mansfield, Ohio.

1. *Ms Debra A Chase*
2. *Jennifer Burrier*
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- 10.
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- 14.
- 15.

All three members of the Mansfield MHA Resident Advisory Council received, via U.S. Mail, a complete copy of the Mansfield MHA's proposed Annual PHA Plan update for 2012, including supporting documentation of the latest PHA audit and the Section 8 Administrative Plan.

Following receipt of the documents and review time, the members of the Mansfield MHA Resident Advisory Council met on Friday, February 24, 2012, at 10 a.m. at the Authority leasing offices in Mansfield, Ohio.

Attending the meeting were members Ms. Deborah R. Davis and Ms. Sarah Hairston. Excused was Mr. David Baumgardner. Also in attendance was Ms. Jennifer Berrier, Deputy Director.

Ms. Berrier welcomed members and thanked them on behalf of the Authority for their efforts.

Ms. Berrier explained to the Council the requirements of the U.S. Department of Housing and Urban Development for the Annual Plan update submission.

She also explained for members current overall Authority and Housing Voucher program operations, in order to bring them up-to-date on all Authority operations and management. Ms. Berrier explained the current status of Authority program operations and possible future funding scenarios.

Ms. Berrier then explained to the Council the requirements of the U.S. Department of Housing and Urban Development for the Annual Plan update submission.

She noted that the Authority, because it has no public housing units, is classified as a small PHA for PHA plan purposes.

Ms. Berrier said this document would be reviewed by HUD to meet only certain, specific criteria. The overall Authority goals remain the same, she said, in the plan update with the Authority advocating obtaining as many voucher units as possible and assisting as many families as it is able and funding permits.

Ms. Berrier said most of the Annual Plan components do not apply to the local agency because it has no public housing units.

She explained that the plan has been submitted to Mansfield City officials for their review, along with Richland County officials through the Richland County Regional Planning Commission

The Deputy Director noted that the only real change to the plan and the Administrative Plan of the Authority deal with slight modifications of provisions of the Violence Against Women Act (VAWA). Also the Housing Authority updated several in-house policies.

Council members had had no questions on the plan or supporting documents. Mr. Baumgardner, being the newest member of the RAB, said he is very concerned about the funding issue and its effect on the low income families to be served in Richland County.

The Deputy Director said that even with a new Administration and Congress, she is not hopeful that the situation would change for the next funding year. Members made generally favorable comments about the Authority and its operations and indicated if they had any additional comments, they would submit them in writing to the Authority. A public hearing is set for March 23<sup>rd</sup> at 1 p.m. on the plan.

Following a brief discussion, and approval of submission of the plan by members, Ms. Berrier thanked members for their attendance. The meeting was adjourned at approximately 11:05 a.m.

By my signature, I am certifying that I was in attendance at the February 24, 2012, meeting of the Mansfield Metropolitan Housing Authority's Resident Advisory Council at the MMHA Leasing Office, 88 West Third Street, in Mansfield, Ohio.

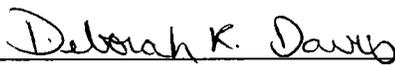


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Ms. Sarah Hairston

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Mr. David Baumgardner



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Ms. Deborah R. Davis

Following review and discussion of the Mansfield Metropolitan Housing Authority's Annual Plan and Attachments for Fiscal Year 2012.

 \_\_\_\_\_

I have no comments on the above-noted plans.

\_\_\_\_\_

I have the following comments:

Comments:



Ms. Sarah Hairston

February 24, 2012

Following review and discussion of the Mansfield Metropolitan Housing Authority's Annual Plan and Attachments for Fiscal Year 2012.

✓

I have no comments on the above-noted plans.

\_\_\_\_\_

I have the following comments:

Comments:

Deborah Davis  
Ms. Deborah Davis

\_\_\_\_\_  
February 24, 2012

MANSFIELD METROPOLITAN HOUSING AUTHORITY  
88 WEST THIRD STREET, PO BOX 1029, MANSFIELD, OHIO 44901 (419) 524-0029

February 17, 2012

Mr. David Baumgardner  
105 West Luther Street  
Mansfield, Ohio 44902

Dear Mr. Baumgardner:

The three-member Resident Advisory Council of the Mansfield Metropolitan Housing Authority will meet at the Authority leasing office, 88 West Third Street in Mansfield, on Friday, February 24, 2012, at 10:00 a.m.

At this time, the Resident Advisory Council will review and comment on the Mansfield Metropolitan Housing Authority's 2012 Annual plan.

Enclosed you will find a copy of the PHA plan and supporting documentation for your review.

Should you be unable to attend the meeting, or should you have questions, please do not hesitate to contact me or Ms. Jennifer Berrier at the above-listed number.

Sincerely,



Patrick A. Heydinger  
Director



MANSFIELD METROPOLITAN HOUSING AUTHORITY  
88 WEST THIRD STREET, PO BOX 1029, MANSFIELD, OHIO 44901 (419) 524-0029

February 17, 2012

Ms. Deborah Davis  
446 Lily Street  
Mansfield, OH 44903

Dear Ms. Davis:

The three-member Resident Advisory Council of the Mansfield Metropolitan Housing Authority will meet at the Authority leasing office, 88 West Third Street in Mansfield, on Friday, February 24, 2012, at 10:00 a.m.

At this time, the Resident Advisory Council will review and comment on the Mansfield Metropolitan Housing Authority's 2012 Annual plan.

Enclosed you will find a copy of the PHA plan and supporting documentation for your review.

Should you be unable to attend the meeting, or should you have questions, please do not hesitate to contact me or Ms. Jennifer Berrier at the above-listed number.

Sincerely,



Patrick A. Heydinger  
Director

MANSFIELD METROPOLITAN HOUSING AUTHORITY  
88 WEST THIRD STREET, PO Box 1029, MANSFIELD, OHIO 44901 (419) 524-0029

February 17 , 2012

Ms. Sarah Hairston  
608 W. Fourth Street  
Mansfield, OH 44906

Dear Ms. Hairston:

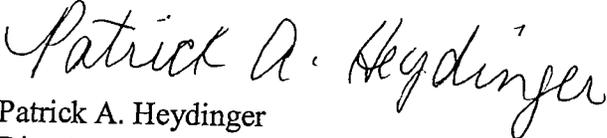
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Sincerely,



Patrick A. Heydinger  
Director

# MANSFIELD METROPOLITAN HOUSING AUTHORITY

P. O. Box 1029 . MANSFIELD, OH 44901 . (419) 524-0029

February 17, 2012

Mansfield Public Library  
Reference Department  
West Third Street  
Mansfield, Ohio 44902

To Whom It May Concern:

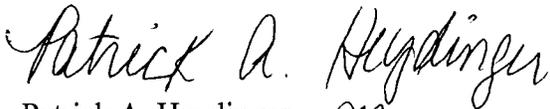
Enclosed you will find the FY 2011 Annual Plan of the Mansfield Metropolitan Housing Authority.

Please retain this copy of the plan, together with the supporting documentation, in your reference or other applicable department of the library for public review and dissemination.

Obviously, anyone who has any questions may contact me directly at the Authority office during normal business hours.

As usual, thank you for your cooperation in this matter.

Very truly yours,

  
Patrick A. Heydinger  
Director 

# MANSFIELD METROPOLITAN HOUSING AUTHORITY

P. O. Box 1029 . MANSFIELD, OH 44901 . (419) 524-0029

February 17, 2012

City of Mansfield  
Community Development Department  
40 North Diamond Street  
Mansfield, Ohio 44902

To Whom It May Concern:

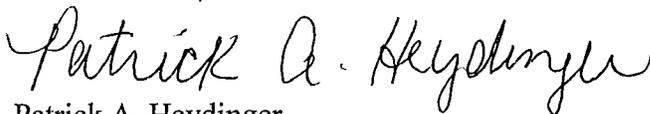
Enclosed you will find the FY 2012 Annual Plan of the Mansfield Metropolitan Housing Authority.

Please retain this copy of the plan, together with the supporting documentation, in your office for public review.

Obviously, anyone who has any questions may contact me directly at the Authority office during normal business hours.

As usual, thank you for your cooperation in this matter.

Very truly yours,



Patrick A. Heydinger  
Director



# MANSFIELD METROPOLITAN HOUSING AUTHORITY

P. O. Box 1029, MANSFIELD, OH 44901. (419) 524-0029

February 17, 2012

The Mansfield News Journal  
Classified Ad Department  
70 West Fourth Street  
Mansfield, Ohio 44902

To Whom It May Concern:

Enclosed you will find a classified advertisement which The Mansfield Metropolitan Housing Authority wishes to place in your publication.

The advertisement should be published in the Legal Notice section of the Classified Advertisements, and should be published two times – once during the first week of March, 2012 and once during the second week of March, 2012.

Proof of publication and billing should be forwarded to me at the above-noted address.

If you have any questions, please do not hesitate to contact me.

Sincerely,

*Patrick A. Heydinger*  
Patrick A. Heydinger  
Director

# MANSFIELD METROPOLITAN HOUSING AUTHORITY

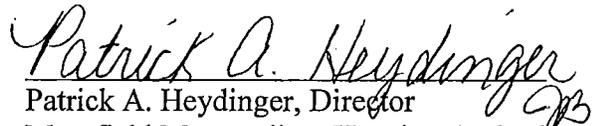
P. O. Box 1029, MANSFIELD, OH 44901. (419) 524-0029

## PUBLIC NOTICE

The Mansfield Metropolitan Housing Authority will hold a public hearing on Friday, March 23<sup>rd</sup>, 2012, at 1:00 p.m. at the Authority office, 88 West Third Street, Mansfield, Ohio, 44902, to receive comments from the public and interested parties on the Housing Authority's proposed FY 2012 Annual PHA Plan update, created pursuant to **Section 511** of the **Quality Housing and Work Responsibility Act of 1998 (QHWRA)**.

Copies of the Streamlined Annual Plan are available for public review at the Mansfield Public Library, 43 West Third Street, Mansfield, Ohio, and the Mansfield Metropolitan Housing Authority's Office, 88 West Third Street, Mansfield, Ohio, during normal business hours.

Questions or comments may also be directed to the Office of the Director, Mansfield Metropolitan Housing Authority, PO Box 1029, Mansfield, Ohio 44901, (419) 526-1622.

  
Patrick A. Heydinger, Director  
Mansfield Metropolitan Housing Authority

**Affidavit of Publications**

**Newspaper:** Mansfield ROP, Obits and Legals

**State Of Ohio**

**RE:** Ad Order #: 0004687718

**Advertiser:**

MANSFIELD METROPOLITAN  
PO BOX 1029  
MANSFIELD, OH 44901

**PUBLIC NOTICE**  
The Mansfield Metropolitan Housing Authority will hold a public hearing on Friday, March 23<sup>rd</sup>, 2012, at 1:00 p.m. at the Authority office, 88 West Third Street, Mansfield, Ohio, 44902, to receive comments from the public and interested parties on the Housing Authority's proposed FY 2012 Annual PHA Plan update, created pursuant to Section 511 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA). Copies of the Streamlined Annual Plan are available for public review at the Mansfield Public Library, 43 West Third Street, Mansfield, Ohio, and the Mansfield Metropolitan Housing Authority's Office, 88 West Third Street, Mansfield, Ohio, during normal business hours. Questions or comments may also be directed to the Office of the Director, Mansfield Metropolitan Housing Authority, PO Box 1029, Mansfield, Ohio 44901, (419) 526-1622 Patrick A. Heydinger, Director Mansfield Metropolitan Housing Authority (Pub:MNJ,Mar18,12#4687718)

Ad Net Cost: \$186.20

I Linda Johnson, Sales Assistant  
for the above mentioned newspaper, hereby certify that the attached advertisement appeared in said newspaper on the following dates:

3/1/2012      3/8/2012

(Last Run Date: 3/8/2012).

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Subscribed and sworn to me this 2 day of March 2012.

Sara Rebman  
NOTARY PUBLIC



**SARA  
REBMAN**  
NOTARY PUBLIC,  
STATE OF OHIO  
My Commission  
Expires  
Mar. 2, 2014

<b>PHA 5-Year and Annual Plan</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 4/30/2011</b>
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<b>1.0</b>	<b>PHA Information</b> PHA Name: Mansfield Metropolitan Housing Authority PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard PHA Fiscal Year Beginning: (MM/YYYY): 07/01/2012 PHA Code: OH 016 <input checked="" type="checkbox"/> HCV (Section 8)				
<b>2.0</b>	<b>Inventory (based on ACC units at time of FY beginning in 1.0 above)</b> Number of PH units: N/A Number of HCV units: 1710				
<b>3.0</b>	<b>Submission Type</b> <input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only				
<b>4.0</b>	<b>PHA Consortia</b> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program
					PH      HCV
	PHA 1:				
	PHA 2:				
	PHA 3:				
<b>5.0</b>	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.				
<b>5.1</b>	<b>Mission.</b> State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years:				
<b>5.2</b>	<b>Goals and Objectives.</b> Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.				
<b>6.0</b>	<b>PHA Plan Update</b> (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: The Housing Choice Voucher Administrative Plan has been updated to conform to recent PIH Notices and applicable changes in federal law. (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions. The Five-Year and Annual Plans of the Mansfield MHA are available for review at the main office of the Authority, 88 West Third Street, Mansfield, OH 44902; the Mansfield-Richland County Public Library, 43 West Third Street, Mansfield, OH 44902; the City of Mansfield Community Development Department, 40 North Diamond Street, Mansfield, OH 44902				
<b>7.0</b>	<b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> Include statements related to these programs as applicable. NA				
<b>8.0</b>	<b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable. NA				
<b>8.1</b>	<b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> , form HUD-50075.1, for each current and open CFP grant and CFFP financing. NA				
<b>8.2</b>	<b>Capital Fund Program Five-Year Action Plan.</b> As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i> , form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan. NA				
<b>8.3</b>	<b>Capital Fund Financing Program (CFFP).</b> <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements. NA				
<b>9.0</b>	<b>Housing Needs.</b> Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. NA High performer (only required for Annual Plan submission with the Five-Year Plan).				

9.1	<p><b>Strategy for Addressing Housing Needs.</b> Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan. NA- Section 8 only and High Performer (only required for Annual Plan submission with the Five-Year Plan).</b></p>
10.0	<p><b>Additional Information.</b> 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. Not Applicable – High Performer (only required for the Annual Plan submitted with the Five-Year Plan).</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification" Not Applicable –Section 8 only and High Performer (only required for the Annual Plan submitted with the Five-Year Plan).</p>
11.0	<p><b>Required Submission for HUD Field Office Review.</b> In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. <b>Note: Faxed copies of these documents will not be accepted by the Field Office.</b></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](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.

## **9.0 Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

According to the latest available U.S. Census Bureau data available through the American Community Survey updated through 2010, 8.6% of Richland County families (2,825) are living below the federal poverty level. Of that total, 26.9% are female-headed households living below the poverty level in Richland County (35.9% of female-headed households with children).

The Housing Choice Voucher waiting list of the Mansfield MHA now totals 1181 families at the time of writing of this plan. Of this total, 5% (57) are elderly head-of-households, and 72% are families, of which 76.7% are female head-of-households, while 68.4% of the elderly households are female-headed.

Minorities comprise 39.7% total of the current waiting list, of which 432 (38.6%) are black; 6 (0.5%) are Indian; 4 (0.3%) are Asian and 12 (1%) are Hispanic.

A total of 1020 households (978 families and 42 elderly households) are classified as very low income on the waiting list.

Of the applicant families on the waiting list, 557 have no children; 265 have one child; 226 have two children; 67 have three children; 41 have four children; eight have five children; six have six children and five have nine children.

The Housing Choice Voucher waiting list is currently open, with the agency accepting applications one day a month for a three-hour period. Applicants are placed on the waiting list on a first-come, first-serve basis (date and time of application) and the only preference the Authority maintains is for veterans, servicemen and their families.

The Mansfield MHA would like to assist all of these families expeditiously; however, because of the scarcity of rental assistance available nationwide, that is nothing more than a hope at the present time. The economy has forced many households to “double up,” even though there are significant numbers of quality rental units available throughout all areas of Richland County.

**A. Housing Needs of Families in the Overall Jurisdiction/s Served by the PHA**

<b>Housing Needs of Families in the Jurisdiction By Family Type</b>							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ability	Size	Locatio-n
Income <= 30% of AMI	5467	5	4	4	2	2	2
Income >30% but <=50% of AMI	6228	4	3	2	2	2	2
Income >50% but <80% of AMI	7499	3	2	2	2	2	2
Elderly	21%	4	3	3	3	3	3
Families with Disabilities	5%	4	3	3	3	3	3
Race/Eth White	91%	3	3	2	2	2	2
Race/Eth Black	7%	4	4	3	2	2	2
Race/Eth Hisp	1%	3	3	2	2	2	2
Race/Eth Other	1%	3	3	2	2	2	2

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s State of Ohio  
Indicate year:
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)  
Updated estimated US Census Data American Community Survey 2006-2010

**B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists**

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1181		200
Extremely low income <=30% AMI	1020	86%	
Very low income (>30% but <=50% AMI)	161	14%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	618	52%	
Elderly families	57	5%	
Families with Disabilities	245	21%	
Race/eth White	709	60.3%	
Race/eth Black	457	38.9%	
Race/eth Indian	6	0.005%	
Race/eth Other	5	0.004%	
Characteristics by Bedroom Size (Public Housing Only)	NA		
1BR			
2 BR			
3 BR			

Housing Needs of Families on the Waiting List			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

**9.1 Strategy for Addressing Needs**

The Mansfield MHA will apply for any Housing Choice Vouchers that are made available by the U.S. Department of Housing and Urban Development, either free standing or special needs, such as MainStream Vouchers, if the Authority meets the eligibility requirements for said applications. In addition, the MMHA will continue to investigate the possibility of developing, on its own and in partnerships with other local and state agencies, more affordable housing throughout Richland County, although this is difficult for a small, financially limited, HA to accomplish.

**(1) Strategies**

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction  
The MMHA annually reviews Payment Standards in an effort to insure that families will be able to find decent safe and sanitary units within all areas of Richland County, provided sufficient HAP funds are available.
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required  
The Mansfield MHA routinely holds landlord meetings and meets with the Richland County landlord association to provide information and updates on the Voucher Program.
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program  
The Mansfield MHA screens all applicants, pursuant to applicable provisions of federal law regarding criminal and drug related activity, along with reviewing provisions for lifetime sexual predators.

- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

**Strategy 2: Increase the number of affordable housing units by:**

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance  
Because of the number of extremely low income families on the waiting list, the Mansfield MHA is able to assist more of those families.
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)  
Work with Richland County and City of Mansfield officials to obtain additional CDBG and HOME Funds to be utilized by the Authority for additional short-term rental assistance, although currently city and county officials have targeted rental rehab and home ownership as key priorities and main components of their CDBG funding.

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

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

- Seek designation of public housing for the elderly

- Apply for special-purpose vouchers targeted to the elderly, should they become available such as Mainstream.
- Other: (list below)

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available.
- Affirmatively market to local non-profit agencies that assist families with disabilities  
The Mansfield MHA works very closely with the local Rehab Center, the Center for Individual and Family Services, (the local developmental disability center), the Rehabilitation Service of North Central Ohio, the Ohio Rehabilitation Services Commission and other groups.
- Other: (list below)

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs  
The Authority informs all local social service and community service agencies when it is doing a large "pull" from the waiting list or is contemplating closing the waiting list so that their clients may readily access Authority services.
- Other: (list below)

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

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units as required by federal law. The Mansfield MHA provides locations of high poverty and high minority population center to applicants and encourages voucher holders to locate units outside of these areas.
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints  
Because of the continued cutback in administrative fee funding to operate the Voucher Program, the Mansfield MHA, as most voucher-only housing agencies, struggles to meet the ever-increasing program requirements mandated by Congress and HUD. The volume and nature of work associated with administering all facets of the program have increased dramatically over the years, and efforts such as the Small Housing Authority Paperwork Reduction Act are little more than window dressing and provide little actual relief to local agencies. Thus, often staffs must answer and meet reporting deadlines and other program requirements and have little time to devote to actually helping families locate units in acceptable areas.
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

**MANSFIELD METROPOLITAN HOUSING AUTHORITY  
2012 ANNUAL PLAN**

**PROGRESS STATEMENT IN MEETING GOALS OUTLINED IN 5-YEAR PLAN**

The Mansfield Metropolitan Housing Authority has been aggressively issuing vouchers in an effort to assist as many families through the Housing Choice Voucher Program as possible.

At the time of the development of this report, the MMHA is currently above the baseline number of families allotted under the HCV Program and will be reducing, through attrition, that number so as to not exceed the total annual baseline number of families.

To maintain the baseline number of families assisted (1710 per month), the Authority must continue to drawdown from its Net Restricted Assets as funding from the U.S. Department of Housing and Urban Development (HUD) is insufficient to enable the agency to assist the total number of baseline families each month.

Unfortunately, at some point in Calendar Year 2012, the agency will fall below the total baseline number of families as all of the available NRA funds will be expended.

And while the board of commissioners of the MMHA has authorized use of their own administrative fee reserve funds to assist in lease-up efforts, reported massive funding cuts by Congress and HUD to the HCV program in Calendar Year 2012 and beyond will go far beyond any additional funding the local agency funds may provide.

Therefore, until the funding situation is stabilized nationally, it is impossible to predict just how many families the agency will continue to be able to assist in the rest of the year and in the immediate future.

The Mansfield MHA continues its outreach efforts to landlords and the Richland County community with the dissemination of various brochures containing information on the Housing Choice Voucher Program, Housing Quality Standards and all general program requirements. The agency anticipates development of its own website this year which will further enhance outreach efforts.

Ongoing training for staff members is accomplished through Ohio Housing Authority Conference and national training sessions, with local full staff meetings held as needed to further educate employees on changes in policies and HUD program requirements. Viewing of the various webcasts as provided by HUD and national organizations such as NAHRO, NLHA and Nan McKay and Associates is also encouraged for various staff members.

Annually, the agency conducts Fair Housing Training for all employees with the cooperation of the Richland County and City of Mansfield Fair Housing offices.

Overall management of the Housing Choice Voucher Program remains high as the Authority continues to maintain its High Performer status through the Section Eight Management Assessment Program (SEMAP).

The Authority maintains ongoing working relationships with all of the local social service agencies including Job and Family Services, Community Action Agency, local Continuum of Care, the local domestic violence shelter, MRDD officials and other community leaders and agencies.

**MANSFIELD METROPOLITAN HOUSING AUTHORITY  
2012 ANNUAL PLAN**

**DESCRIPTION OF COMPLIANCE WITH PROVISIONS OF THE  
VIOLENCE AGAINST WOMENS ACT (VAWA)**

The Mansfield MHA works with local social service agencies, law enforcement officials and counseling services to identify and verify victims of domestic violence, sexual assault and/or stalking. If such victim is a current participant on the Authority's housing programs, the agency follows all of the mandated procedures to insure that said victim and her/his family continue to receive rental assistance and that the perpetrator is no longer a member of the household and/or is removed from the household. The Authority notifies all prospective program participants and all landlords of the requirements of the VAWA provisions and assists said victims in any way possible to insure their safety and continued program participation.

Each family and participant receives statements and copies of all required VAWA documents outlining VAWA provisions and describing instances and examples of domestic violence, dating violence, stalking etc.

VAWA information and certification forms are available to all participants through their caseworkers and counselors.

As appropriate, MMHA caseworkers may determine through their interactions with clients of the necessity to file VAWA forms and begin the VAWA process. Caseworkers routinely may referrals to local law enforcement, social service and other agencies when suspected cases of violence or threatened violence or stalking is suspected or ascertained.

The MMHA maintains a close working relationship with these agencies in all such instances.

Finally, a mass mailing was conducted to all current landlords outlining their responsibilities and duties under VAWA, and these same documents are provided to new landlords or management firms/agents prior to commencement of any assistance in Authority housing programs.