

Equal Opportunity Housing Plan  
(SAMPLE FORMAT)

Name of PHA \_\_\_\_\_

Address \_\_\_\_\_

Street City/County State Zip Code

0 BR 1 BR 2 BR 3 BR 4+BR

Number of Units \_\_\_\_\_

- Program Type  Existing Housing
- Moderate Rehabilitation
- Existing Housing and Moderate Rehabilitation

\_\_\_\_\_  
Signature of Person Submitting Plan

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name (Type or print)

\_\_\_\_\_  
Official Position

Objective I - Outreach to Lower-Income Families

Actions to be taken:

The following items are applicable to the Existing Housing and Moderate Rehabilitation Programs

1. Media to be used (name and type):
2. Other suitable means to be used to publicize program:
3. Group or groups less likely to apply, if any:
4. Special outreach to groups identified in 3:
5. Special outreach to persons expected to reside, if identified in HAP:

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Objective II - Promoting Greater Housing Opportunities  
for Families Outside Areas of Low-Income and  
Minority Concentration

Action to be taken:

The following items are applicable to the Existing Housing and Moderate Rehabilitation Program:

1. Media to be used to notify owners about the program(s): (name and type).
2. Actions to encourage participation by owners of units outside low-income and minority areas (not applicable to Moderate Rehabilitation Programs if targeted to a specific neighborhood(s)):
3. Actions to explain program requirements including equal opportunity to owners:
4. Information on local, State and Federal Fair Housing laws and use of Form HUD-903 to be provided as follows:

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These items are applicable only to the Existing Housing Program:

5. Information on general locations and characteristics of neighborhoods and on listings, to be provided to Certificate Holders as follows:
6. Actions to be taken to assist Certificate Holders during housing search, when requested:
7. Actions taken to promote broadest geographical choice in selection of units by Certificate Holders, if any:
8. Geographical areas in which PHA's Certificates may be used:

Objective III - Ensuring Equal Opportunity to Applicants  
for Participation in the PHA's Existing  
Housing or Moderate Rehabilitation Program and in  
the Selection of Certificate Holders or  
Applicants to be Referred to Owners of Vacant  
Moderately Rehabilitated Units.

Actions to be taken:

1. System for taking, processing and filing applications; establishing waiting list:

2. Preference or priority categories in order, if any, for issuance of Certificates and method used for selection of Certificate Holders or applicants to be referred to owners of vacant moderately rehabilitated units:

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Objective IV - Provision of Services and Assistance to  
Families That Allege They Have Encountered  
Discrimination During Their Housing Search

Actions to be taken:

1. Services to be provided in finding a unit under the Existing Housing Program:

2. Assistance to be given to Certificate Holders or applicants referred to owners of vacant moderately rehabilitated units in the exercise of their rights under Federal, State and/or local law and name of persons responsible for giving assistance; training of these persons:

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Objective V - Utilization of a Local Fair Housing  
Organization or Organization Serving the  
Handicapped

The PHA will subcontract with a Fair Housing Organization or Organization serving the Handicapped in its Existing Housing or Moderate Rehabilitation Program(s).

YES \_\_\_\_\_ NO \_\_\_\_\_

Name of Organization \_\_\_\_\_

Services to be provided by this Organization:

- a.
- b.
- c.
- d.
- e.
- f.

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Objective VI - Promoting Employment Opportunity in  
the PHA's Employment Practices - Existing  
Housing or Moderate Rehabilitation Programs

1.Existing or proposed staffing pattern by position, race/ethnicity, gender, and salary. (Asterisk staff members employed by PHA in other programs prior to making application for the Section 8 - Existing Housing and/or Moderate Rehabilitation Program.)

2.Actions to be taken to promote equal opportunity in employment practices.

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Objective VII - Equal Opportunity for Participation in  
the Moderate Rehabilitation Program of  
Minority and Section 3 Businesses

1.Actions to be taken in developing and maintaining lists of local  
minority and Section 3 businesses:

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