

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

PHA Plans

5 Year Plan for Fiscal Years 2001 - 2005

Annual Plan for Fiscal Year 2004

NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES

PHA Plan Agency Identification

PHA Name: San Francisco Housing Authority

PHA Number: CA 001

PHA Fiscal Year Beginning: 10/01/03

Public Access to Information

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

- Main administrative office of the PHA --- 440 Turk Street
- PHA development management offices
 - District Offices:
 - District 1 – 90 Kiska Road
 - District 2 – 2501 Sutter Street
 - District 3 – 1010 Webster Street
- PHA local offices
- Section 8 Office – 1815 Egbert Avenue

Display Locations for PHA Plans and Supporting Documents

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

- Main administrative office of the PHA --- 440 Turk Street
- PHA development management offices
 - District Offices:
 - District 1 – 90 Kiska Road
 - District 2 – 2501 Sutter Street
 - District 3 - 1010 Webster Street
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below) [Section 8 Administrative Office – 1815 Egbert Avenue](#)

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

- Main business office of the PHA
- PHA development management offices

District Offices:

- District 1 – 90 Kiska Road
- District 2 – 2501 Sutter Street
- District 3 - 1010 Webster Street

- Other (list below)

Section 8 Administrative Office – 1815 Egbert Avenue

5-YEAR PLAN
PHA FISCAL YEARS 2001 - 2005
 [24 CFR Part 903.5]

A. Mission

The PHA's mission is to continue to provide for over 11,666 public housing residents, and 20,761 Section 8 participants, and to serve the low-income households of any private or non-profit housing developers in the City, especially working families. A primary goal of the Authority is to continue to provide housing for these low-income households while improving housing and economic opportunities for residents and maintaining high standards of property management, fiscal management and service delivery. Coordination with City efforts and collaborations with other public and private entities will continue to be emphasized.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- PHA Goal: Expand the supply of assisted housing
 Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
 Infill affordable and market rate housing, where density permits, at family and elderly/disabled public housing sites.
 Use Section 8 Project Based Voucher Program assistance in conjunction with HOPE VI revitalization efforts to increase supply of housing units.
- PHA Goal: Improve the quality of assisted housing
 Objectives:
- Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)

- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

Partnering with locally based developers

- PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

Voucher Homeownership in conjunction with comprehensive revitalization, infill housing, partnerships with Habitat for Humanity, Family Self-Sufficiency (FSS), and other home ownership programs.

Use Section 8 Project Based Voucher Program assistance in conjunction with HOPE VI revitalization efforts to increase supply of housing units.

Utilize to the fullest extent possible the Section 8 Project-Based Voucher Program.

HUD Strategic Goal: Improve community quality of life and economic vitality

- PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Implement public housing security improvements:
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

Deconcentrate poverty by bringing higher income public housing and other households into lower income density developments where more housing can be added to the site, including mixed income, mixed use community.

Develop better one-on-one relationships with communities surrounding public and senior housing sites

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - Increase the number and percentage of employed persons in assisted families:
 - Provide or attract supportive services to improve assistance recipients' employability:
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - Other: (list below)
Identify and implement programs with community-based partners that can promote family self-sufficiency, including low-income families first-time home ownership opportunities.
ROSS grant funds offer pre-apprenticeship construction-trade training for residents. Two community-based organizations provide the training.
SFHA has a commitment that at least 25% of new staff hours, funded through contracts with outside sources awarded through a bid process, will be made available to residents of public housing.

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, **sexual orientation**, and disability:
 - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, **sexual orientation**, and disability:
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - Other: (list below)
The Housing Authority has created the Office of Civil Rights Inquiries to respond to residents and applicants relating to possible discrimination-based incidents and the implementation of procedures for addressing allegations of incidents with a perceived or actual discriminatory dimension.

Annual PHA Plan PHA Fiscal Year 2003

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

- High Performing PHA**
 Small Agency (250 Public Housing Units)
 Administering Section 8 Only

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

Executive Summary

Established in 1938, the San Francisco Housing Authority is located in the City and County of San Francisco. The Authority manages 6451 units of public housing stock in 53 developments scattered throughout the city. It is one of the largest public housing agencies in the nation, serving 32,427 eligible low- and very-low income residents. The Authority houses very low-income families, and without its assistance, many of San Francisco's residents, who come from many different ethnic backgrounds and who create the city's unique flavor, would be forced to live elsewhere. As a priority, the SFHA is seeking ways to address the growing needs of working families in addressing housing options and home ownership opportunities.

Given the age and condition of its current housing stock, the Authority could lose as much as three percent (3%) of its viable housing units each year. A large part of the problem is the extraordinary cost of maintaining these units as safe and livable; given current budget restrictions, gang and crime rates in the community, and strict federal regulations regarding fiscal responsibilities. Drastic measures must be taken and alternatives must be found to address these conditions in order to maintain safe and affordable housing for low-income residents of the city.

The Authority has six major goals it is seeking to accomplish in the short- and long-term future. First, it is committed to the preservation and rehabilitation of its existing public housing stock. The Authority will continue to seek funding sources, in addition to those provided through formula grants provided by the Department of Housing and Urban Development, to address the physical needs of the various family and senior/disabled housing developments.

Secondly, the Authority is committed to addressing the growing need for low-income housing in the San Francisco area by developing ways to increase the public housing stock through creative partnerships with local developers and investors for the benefit of all low-income San Francisco residents.

Thirdly, SFHA is working towards developing a comprehensive plan to address home ownership needs for low-income residents in the San Francisco area. Two of the proposed HOPE VI applications include combinations of replacement housing and home ownership options for low-income residents. We will continue to explore other resources to make low-income home ownership a reality for the population it serves.

Fourth, the Authority is dedicated to providing a safe and secure environment for residents in public housing developments. It is our belief that no one, especially those in subsidized housing, should be in peril, physical or emotional. Therefore, SFHA has established working relationships, solidified in numerous Memoranda of Understanding, with contract security companies, local social service agencies, and city agencies, in order to increase the safety and security of all residents in public housing. It will continue to work with local agencies to improve communications and enhance relationships to the betterment of the mutual clients we serve.

Fifth, SFHA is committed to finding new and better ways to encourage and support resident businesses, increased job opportunities, access to quality health care and dependent care, enhanced transportation options, and other social service needs. Through partnerships with local social service and city agencies, the Authority will increase the opportunity for public housing residents to improve their quality of life, in or out of subsidized housing.

Finally, the SFHA will implement the Community Service and Self-Sufficiency Requirement, section 512 of the Quality Housing and Work Responsibility Act of 1998, as specified (NOTICE PIH 2003-17 HA) by the U.S. Department of Housing and Urban Development.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments and a list of supporting documents available for public inspection.

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Annual Plan**

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment’s name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- Admissions Policy for Deconcentration (See Admission and Occupancy Policy)
- FY 2003 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2003 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<i>Template & Supporting Documents on display at 5 locations: Administrative Office at 440 Turk Street, Section 8 Office at 1237 Van Ness Avenue, and at three district office locations: 90 Kiska Road, 2501 Sutter Street, and 1010 Webster Street.</i>	
✓	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
✓	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
✓	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed (or is addressing) those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
✓	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
✓	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
✓	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
✓	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<i>Template & Supporting Documents on display at 5 locations: Administrative Office at 440 Turk Street, Section 8 Office at 1237 Van Ness Avenue, and at three district office locations: 90 Kiska Road, 2501 Sutter Street, and 1010 Webster Street.</i>	
✓	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
✓	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan
✓	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
✓	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
✓	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
✓	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
✓	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year (2000 CFP, 2001 CFP & 2002 CFP)	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	
✓	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
✓	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
✓	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	
✓	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<i>Template & Supporting Documents on display at 5 locations: Administrative Office at 440 Turk Street, Section 8 Office at 1237 Van Ness Avenue, and at three district office locations: 90 Kiska Road, 2501 Sutter Street, and 1010 Webster Street.</i>	
✓	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
✓	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
✓	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
✓	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
✓	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	
	Othersupporting documents (optional) (list individually; use as many lines as necessary)	

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income ≤ 30% of AMI	112,951	5	5	5	5	5	5
Income >30% but ≤50% of AMI	195,519	5	5	5	5	5	5
Income	222,783	5	5	5	5	5	5

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
>50% but <80% of AMI							
Elderly	180,719	5	5	5	5	5	5
Families with Disabilities	142,160	5	5	5	5	5	5
Race/ Ethnicity <i>Which one?</i>	364,330 Asian	5	5	5	5	5	5
Race/ Ethnicity <i>Which one?</i>	82,803 African America	5	5	5	5	5	5
Race/ Ethnicity <i>Which one?</i>	9,348 Native America	5	5	5	5	5	5
Race/ Ethnicity <i>Which one?</i>	223,250 Caucasian	5	5	5	5	5	5

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
Indicate year: 2002
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset and available 2000 U.S. Census data
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

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

State the housing needs of the families on the PHA’s waiting list/s. Complete one table for each type of PHA-wide waiting list administered by the PHA. PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

<p>Housing Needs of Families on the Waiting List Public Housing</p>
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Housing Needs of Families on the Waiting List Public Housing			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" 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 PH	% of total families PH	Annual Turnover (Average)
Waiting list total	23,157		295
Extremely low income <=30% AMI	17,939	100%	
Very low income (>30% but <=50% AMI)			
Low income (>50% but <80% AMI)			
Families with children	8,942	49.8	
Elderly families	8,997		
Families with Disabilities	2,817		
Race/White	6,089		
Race/Black	5,217		
Race/ASN/PAC	6,361		
Race/NAT AM	233		
Characteristics by Bedroom Size	PH	PH	PH (Average)
0BR	4,077	22.7	36
1BR	6,298	35.1	37
2 BR	4,996	27.8	145
3 BR	2,283	12.7	61
4 BR	274	1.6	12
5 BR	8	-	4
5+ BR	3	-	-
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes The PHA reserves the right to open and close the waiting list as necessary to maintain program functionality and consistency, with proper notification.			
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			

Housing Needs of Families on the Waiting List Section 8			
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 Sec 8	Annual Turnover Sec 8
Waiting list total	27,293		
Extremely low income <=30% AMI	24,887	91.18	
Very low income (>30% but <=50% AMI)	2,287	8.4	
Low income (>50% but <80% AMI)	92	0.3	
Families with children	8,909	32.6	
Elderly families	6,319	23.2	
Families with Disabilities	8,637	31.6	
Race/White	8,033	29.4	
Race/Black	8,543	31.3	
Race/ ASN/ PAC	9,984	36.5	
Race/NAT AM	411	1.5	
Characteristics by Bedroom Size (Section 8 Only)			
0 BR			
1 BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 22 months, since 9/21/01			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- 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
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)
Use Section 8 Project Based Voucher Program assistance in conjunction with HOPE VI revitalization efforts to increase supply of housing units.

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

Select all that apply

- 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)
Development of more Public Housing, Affordable and Homeownership
Use Section 8 Project Based Voucher Program assistance in conjunction with HOPE VI revitalization efforts to increase supply of housing units.
Utilize to fullest extent possible Section 8 Project Based Voucher Program.

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

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

Select all that apply

- 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
- 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

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)
Develop joint venture partnerships to fund elderly and disabled housing through grants such as Section 202, Section 818, etc.

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for 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
- Other: (list below)
Develop joint venture partnerships to fund elderly and disabled housing through grants such as Section 202, Section 818, etc.

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- 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
- 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: Some of the strategies being considered include: (1) Develop joint partnerships to fund elderly and disabled housing through grants such as Section 202, Section 818, etc. (2) Develop a Request for Qualifications for Development Teams; these teams will leverage funding to build affordable, market or homeownership housing on SFHA land (3) Use Section 8 Project Based Voucher Program assistance in conjunction with HOPE VI revitalization efforts to increase supply of housing units; (4) Utilize to the fullest extent possible Section 8 Project Based Voucher Program (5) Continue to apply for HOPE VI revitalization grants wherever possible.

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2002 Grants Not Yet Available)		
a) Public Housing Operating Fund (100%)	\$26,305,316	
a) Public Housing Capital Fund (FFY2002)	\$15,748,215	
b) HOPE VI Revitalization	\$70,000,000	
c) HOPE VI Demolition	\$13,000,000	
d) Annual Contributions for Section 8 Tenant-Based Assistance	\$110,869,898	
e) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
f) Resident Opportunity and Self-Sufficiency Grants (FY 2001)	\$ 500,000	
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
Emergency Funding		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
2. Prior Year Federal Grants (unobligated funds only) (list below)		
2002 CFP	\$ 8,892,010	Modernization Activity
2001 CFP	\$ 3,796,456	Modernization Activity
3. Public Housing Dwelling Rental Income		
FY 2003-04 Estimated Annual Rent Roll	\$16,014,060	Public Housing Management & Maintenance Operations
4. Other income (list below)		
Mod Rehab	\$ 8,982,272	Targeted Programs
New Construction	\$ 5,737,500	Targeted Programs
Substantial Rehab	\$ 2,939,990	Targeted Programs
Pension Fund	\$ 1,397,571	Targeted Programs
Shelter Plus Care (Contract with DHS)	\$ 3,200,000	Targeted Programs
5. Non-federal sources (list below)		
HOPWA (contract with SFRA)	\$ 3,500,000	Targeted Programs
Low Income Housing Tax Credit *	\$76,000,000	Targeted Programs
Tax-Exempt Bonds *	\$11,000,000	Targeted Programs
Private Mortgage *	\$37,000,000	Targeted Programs
Development Partnerships *	\$20,000,000	Targeted Programs
Development of Local Funds *	\$ 6,000,000	Targeted Programs
Total resources	\$440,883,288	

* These resources are project specific and are calculated funds based on 2002 dollars needed in order to improve six PHA sites and are described in Section B "HOPE VI and Public Housing Development and Replacement Activities" (non-capital fund) for Hunters View, Alice Griffith, Hunters Point, Westbrook, Sunnysdale and Potrero Terrace. Depending on funding availability these actions may occur over a five to ten year period.

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

When families are within a certain number of being offered a unit: (state number)

- When families are within a certain time of being offered a unit: (state time)
- Other: At time of Interview

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)

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

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

e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
Through the San Francisco Police Department

(2) Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

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

- PHA main administrative office
- PHA development site management office
- Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2. Yes No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?

If yes, how many lists?

3. Yes No: May families be on more than one list simultaneously?

If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- PHA main administrative office
 - All PHA development management offices
 - Management offices at developments with site-based waiting lists
 - At the development to which they would like to apply
 - Other (list below)

(3) Assignment

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- One
 - Two
 - Three or More
- b. Yes No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

- a. Income targeting:
 Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:
 In what circumstances will transfers take precedence over new admissions? (list below)
- Emergencies
 - Overhoused
 - Underhoused
 - Medical justification
 - Administrative reasons determined by the PHA (e.g., to permit modernization work)
 - Resident choice: (state circumstances below)
 - Other: (list below)
HOPE VI relocates or permanently transferred households from HOPE VI sites
- c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

1 Date and Time

Former Federal preferences:

- 2** Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 2** Victims of domestic violence
- 2** Substandard housing
- 2** Homelessness
- 1** Homeless with Department of Human Services Supportive Services
- 1** High rent burden

Other preferences (select all that apply)

- 1 Working families and those unable to work because of age or disability (applicants qualifying for elderly/disabled housing automatically receive this preference)
- 2 Veterans and veterans' families
- 1 Residents who live and/or work in the jurisdiction (homeless families automatically receive this preference)
- 2 Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Participants of Welfare to Work Programs
- 2 Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing

a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

- b. Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?
- c. If the answer to b was yes, what changes were adopted? (select all that apply)
- Adoption of site based waiting lists
If selected, list targeted developments below:
 - Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
 - Employing new admission preferences at targeted developments
If selected, list targeted developments below:
 - Other (list policies and developments targeted below)
- d. Yes No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?
- e. If the answer to d was yes, how would you describe these changes? (select all that apply)
- Additional affirmative marketing
 - Actions to improve the marketability of certain developments
 - Adoption or adjustment of ceiling rents for certain developments
 - Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
 - Other (list below)
- f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)
- Not applicable: results of analysis did not indicate a need for such efforts
 - List (any applicable) developments below:
- g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)
- Not applicable: results of analysis did not indicate a need for such efforts
 - List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.
Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
 - Criminal and drug-related activity, more extensively than required by law or regulation
 - More general screening than criminal and drug-related activity (list factors below)
 - Other (Credit Check and Rental History)
- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
 - Other (describe below)
[Other lease violation issues, along with housekeeping habits, as reflected in participant's file. Note: this information is shared only when requested by landlord.](#)

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
 - Federal public housing
 - Federal moderate rehabilitation
 - Federal project-based voucher program
 - Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- PHA main administrative office
 - Other (list below)
[Leased Housing Division, Administrative Office](#)
[However, the Section 8 Wait List is currently closed.](#)

(3) Search Time

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

If yes, state circumstances below:

PHA may, at its discretion, grant additional 60-day extensions up to a cumulative maximum of 180 days.

(4) Admissions Preferences

- a. Income targeting

- Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

- b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to sub-component **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
 Victims of domestic violence
 Substandard housing
 Homelessness
 High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
 Veterans and veterans' families
 Residents who live and/or work in your jurisdiction
 Those enrolled currently in educational, training, or upward mobility programs
 Households that contribute to meeting income goals (broad range of incomes)
 Households that contribute to meeting income requirements (targeting)
 Those previously enrolled in educational, training, or upward mobility programs
 Victims of reprisals or hate crimes
 Other preference(s) (list below)

Participants of Welfare to Work Programs

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Victims of domestic violence
- 1 Substandard housing
- 1 Homelessness
- 1 High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- 1 Veterans and veterans’ families
- 1 Residents who live and/or work in your jurisdiction
- 2 Those enrolled currently in educational, training, or upward mobility programs
- 3 Households that contribute to meeting income goals (broad range of incomes)
- 3 Households that contribute to meeting income requirements (targeting)
- 2 Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
- 1 [Welfare to Work Participants](#)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)
- Date and time of application
 - Drawing (lottery) or other random choice technique
5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)-NA
- This preference has previously been reviewed and approved by HUD
 - The PHA requests approval for this preference through this PHA Plan
6. Relationship of preferences to income targeting requirements: (select one)
- The PHA applies preferences within income tiers
 - Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

Family handbooks

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- Through published notices
- Other (list below)

Targeted notices to community supportive services organizations

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- The PHA employs discretionary policies for determining income-based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0

- \$1-\$25
- \$26-\$50

- 2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?
- 3. If yes to question 2, list these policies below:

A hardship exists in the following circumstances:

- a. When the family has lost eligibility for or is awaiting an eligibility determination for a Federal, State or local assistance program;
 - b. When the family would be evicted as a result of the imposition of the minimum rent requirement;
 - c. When the income of the family has decreased because of changed circumstances, including loss of employment;
 - d. When the family has an increase in expenses because of changed circumstance, for medical costs, childcare, transportation, education, or similar items;
 - e. When a death has occurred in the family.
- c. Rents set at less than 30% of adjusted income
- 1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?
 - 2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

Additional discretionary disallowance section

- d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ?
 - For the earned income of a previously unemployed household member
 - For increases in earned income
 - Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
 - Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- Yes for all developments
- Yes but only for some developments
- No --- Phased out as of May 2003 in order to implement flat rents

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

- For all developments --- Phasing out Effective May 2003
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences an income increase

- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)
- When an 18yr old is added to the lease
- Other (list below)
At anytime there is a decrease in income

g. Yes No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)
- The Section 8 rent reasonableness study of comparable housing
 - Survey of rents listed in local newspaper
 - Survey of similar unassisted units in the neighborhood
 - Other (list/describe below)
Rent reasonableness study of comparable housing, conducted by an independent contractor, in addition to the Section 8 study.

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

- a. What is the PHA's payment standard? (select the category that best describes your standard)
- At or above 90% but below 100% of FMR
 - 100% of FMR
 - Above 100% but at or below 110% of FMR
 - Above 110% of FMR (if HUD approved)
HUD approved in December 1999.
- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)
- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
 - The PHA has chosen to serve additional families by lowering the payment standard
 - Reflects market or submarket

Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below)
Will be reviewed less than annually, if market conditions indicate changes in market rents.

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)
Market rent in community, FMR comparison to market rent

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

b. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

A hardship exists in the following circumstances:

- When the family has lost eligibility for or is awaiting an eligibility determination for a Federal, State or local assistance program;
- When the family would be evicted as a result of the imposition of the minimum rent requirement;
- When the income of the family has decreased because of changed circumstances, including loss of employment;

- When the family has an increase in expenses because of changed circumstance, for medical costs, childcare, transportation, education, or similar items;
- When a death has occurred in the family.

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached. See Attachment III of PHA Plan.
- A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing as of 3/31/03	5385	500
Section 8 Vouchers	7099	300
Section 8 Certificates	130	5
Section 8 Mod Rehab	1,147	200
Special Purpose Section 8 Certificates/Vouchers (list individually)		
▪ Homeless/Robert Wood Johnson	130	
▪ Aftercare Program	195	
▪ Earthquake Victims	291	
▪ Geneva Towers Relocation	321	
▪ Mainstream program	75	
▪ 1915 (C) Program	54	
▪ Veterans Affairs Supportive Housing (VASH)	31	
▪ HOPE VI Relocation/ Replacement	412	
▪ Conventional Public Housing Priority Transfers		
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Computer Learning and Education Centers	340	250
Other Federal Programs (list individually)		
▪ New Construction	477	10
▪ Substantial Rehabilitation	230	10
▪ AFL-CIO Pension Fund	102	10
▪ HOPWA	335	25
▪ Shelter Plus Care	404	40

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

The San Francisco Housing Authority Preventive Maintenance Program Plan can be found in Attachment VI.

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. Yes No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- PHA main administrative office
 - PHA development management offices
 - Other (list below)

B. Section 8 Tenant-Based Assistance

1. Yes No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)
- PHA main administrative office
 - PHA development management offices
 - Other (list below)
[San Francisco Housing Authority](#)
[Section 8 Housing Department](#)
[1815 Egbert Avenue](#)
[San Francisco, CA 94124](#)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

The Capital Fund Program 2003 Annual Statement is provided as an attachment to the PHA Plan at Attachment (**Attachment I**)

-or-

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (**Attachment I**)

-or-

The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5-Year Action Plan from the Table Library and insert here)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

Yes No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)

b-1) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name: **Hayes Valley**
2. Development (project) number: **CAL 1-18 (2)**
3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan, **Completed and Occupied since 1998 & 1999**

b-2) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name: **Bernal Dwellings**
2. Development (project) number: **CAL 1-5**
3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan, **is Completed and Occupied since 2001**

b-3) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name: **Plaza East**
2. Development (project) number: **CAL 1-18 (2)**
3. Status of grant: (select the statement that best describes the current status) (See Attached)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan
is Complete and Occupied since early 2003

b-4) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name: **North Beach**
2. Development (project) number: **CAL 1-11**
3. Status of grant: (select the statement that best describes the current status) (See Attached)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway
Activities continuing according to Implementation Plan

b-5) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name: **Valencia Gardens**
2. Development (project) number: **CAL 1-4**
3. Status of grant: (select the statement that best describes the current status) (See Attached)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway,
Activities continuing according to Implementation Plan

Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:
Hunters View

Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below
Hunters View

- Yes No: e) Will the PHA be conducting any other public housing (development or replacement activities not discussed in the Capital Fund Program Annual Statement?
 If yes, list developments or activities below: Alice Griffith, Hunters View, Hunters Point, Westbrook, Sunnydale and Potrero Terrace

SITES PROPOSED FOR REVITALIZATION

The following sites are severely distressed and require comprehensive revitalization. Over \$200 million in Comprehensive Grant Program funds would be needed for capital improvement needs if funding through HOPE VI and leveraged financing is not made available.

Hunters View

Demolish and rebuild the site with a total of 442 mixed income units – 346 rental apartments (267 public housing and 79 tax credit) and 96 for sale homes. All 267 public housing units will be replaced and 175 new housing units will be added.

- 267 public housing rental (237 family and 30 senior)
- 50 senior apartments
- 29 market rate rental units
- 96 first-time homeowner units (50 at 40% to 60% median income, 46 at 60% to 80% median income) All 267 public housing units will be replaced and 175 new units will be added.

Proposed Federal sources of funds	\$35,000,000
Proposed Non-Federal funds	\$71,649,444
• Tax Exempt Bonds	\$ 670,338
• Low Income Housing Tax Credits	\$38,274,396
• Grants/Sweat Equity (Habitat Home)	\$ 9,975,332
• Private Mortgage	\$18,567,099
• Local	\$ 2,979,259
• PHA	\$ 1,183,020

Alice Griffith

Demolish and rebuild the site with a total of 406 mixed income units – 351 rental apartments (256 public housing and 95 tax credit) and 55 for sale homes. All 256 public housing units will be replaced and 150 new housing units will be added.

Proposed Federal sources of funds	\$35,000,000
Proposed Non-Federal funds	\$91,532,880
• Tax Exempt Bonds	\$24,999,975

• Low Income Housing Tax Credits	\$27,273,051
• Grants/Sweat Equity (Habitat Home)	\$ 9,418,420
• Private Mortgage	\$19,648,050
• Local	\$ 9,025,000
• PHA	\$ 1,168,384

Hunters Point

Demolish and rebuild the sites with a total of 330 mixed income units – 285 rental apartments (213 public housing and 72 tax credit) and 45 for sale homes. All 213 public housing units will be replaced and 117 new housing units will be added.

Proposed Federal sources of funds	\$29,994,727
Proposed Non-Federal funds	\$75,915,991
• Tax Exempt Bonds	\$20,908,170
• Low Income Housing Tax Credits	\$27,204,477
• Grants/Sweat Equity (Habitat Home)	\$ 7,937,159
• Private Mortgage	\$15,785,243
• Local	\$ 3,079,646
• PHA	\$ 1,001,296

Westbrook

Demolish and rebuild the site with a total of 376 mixed income units – 316 rental apartments (226 public housing and 90 tax credit) and 60 for sale homes. All 226 public housing units will be replaced and 150 new housing units will be added.

Proposed Federal sources of funds	\$35,000,000
Proposed Non-Federal funds	\$88,634,468
• Tax Exempt Bonds	\$23,877,908
• Low Income Housing Tax Credits	\$23,110,698
• Grants/Sweat Equity (Habitat Home)	\$10,900,320
• Private Mortgage	\$20,844,750
• Local	\$ 8,806,500
• PHA	\$ 1,094,292

Sunnydale

Substantially rehabilitate 618 units (700 less 82 completed), demolish 67 units and add infill housing for a total of 960 mixed income housing units – 816 rental apartments (767 public housing and 49 tax credit) and 144 for sale homes.

Proposed Federal sources of funds	\$ 35,000,000
Proposed Non-Federal funds	\$120,086,110
• Tax Exempt Bonds	\$ 31,275,000
• Low Income Housing Tax Credits	\$ 26,221,937
• Grants/Sweat Equity (Habitat Home)	\$ 71,070,000
• Private Mortgage	\$ 27,623,125
• Local	\$ 4,938,514
• PHA	\$ 3,081,966

Potrero Terrace

Substantially rehabilitate all existing units and add new housing for a total of 619 mixed income units – rental apartments (469 public housing and 93 tax credit) and 57 for sale homes. All 469 public housing units will be rehabilitated and 150 new housing units will be added.

Proposed Federal sources of funds	\$34,807,024
Proposed Non-Federal funds	\$87,261,328
• Tax Exempt Bonds	\$27,142,352
• Low Income Housing Tax Credits	\$14,956,441
• Grants/Sweat Equity (Habitat Home)	\$10,985,952
• Private Mortgage	\$22,113,000
• Local	\$ 9,654,330
• PHA	\$ 2,409,253

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

Yes No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description	
1a. Development name:	Valencia Gardens
1b. Development (project) number:	CAL 1-4
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	Application submitted 4/16/02, pending HUD approval
5. Number of units affected:	246
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 9/03 b. Projected end date of activity: 3/04

Demolition/Disposition Activity Description	
1a. Development name:	Rosa Parks
1b. Development (project) number:	CAL1-18 (5)
2. Activity type:	Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/> (Portion of site)
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	(DD/MM/YY) Planned Application 09/02
5. Number of units affected:	0
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development (portion of site) rebuild senior center and 60 units of senior housing <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 6/03 b. Projected end date of activity: 9/06

Demolition/Disposition Activity Description	
1a. Development name:	Hunters View
1b. Development (project) number:	CAL 1-18 (3)
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	9/03
5. Number of units affected:	267
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 12/03 b. Projected end date of activity: 12/08

Demolition/Disposition Activity Description	
1a. Development name:	Alice Griffith
1b. Development (project) number:	CAL 1-18 (4)
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	9/04
5. Number of units affected:	256
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 12/04 b. Projected end date of activity: 12/09

Demolition/Disposition Activity Description	
1a. Development name:	Hunters Point
1b. Development (project) number:	CAL1-17 (A)
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	9/05
5. Number of units affected:	213
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 12/05 b. Projected end date of activity: 12/10

Demolition/Disposition Activity Description	
1a. Development name:	Westbrook
1b. Development (project) number:	CAL 1-9
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	9/06
5. Number of units affected:	226
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 12/06 b. Projected end date of activity: 12/11

Demolition/Disposition Activity Description	
1a. Development name:	Westside Courts
1b. Development (project) number:	CAL 1-8
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	9/07
5. Number of units affected:	137
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 12/07 b. Projected end date of activity: 12/12

Demolition/Disposition Activity Description	
1a. Development name:	Sunnydale
1b. Development (project) number:	CAL 1-3
2. Activity type:	Demolition <input checked="" type="checkbox"/> 30 units Disposition <input checked="" type="checkbox"/> Portion of Site
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	9/05
5. Number of units affected:	30
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 12/08 b. Projected end date of activity: 12/13

Demolition/Disposition Activity Description	
1a. Development name:	Potrero Terrace
1b. Development (project) number:	CAL 1-2
2. Activity type: Demolition	<input type="checkbox"/>
Disposition	<input checked="" type="checkbox"/> Portion of Site
3. Application status (select one)	
Approved	<input type="checkbox"/>
Submitted, pending approval	<input type="checkbox"/>
Planned application	<input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	6/05
5. Number of units affected:	0
6. Coverage of action (select one)	
<input checked="" type="checkbox"/> Part of the development (portion of site)	
<input type="checkbox"/> Total development	
7. Timeline for activity:	
a. Actual or projected start date of activity:	12/09
b. Projected end date of activity:	12/14

Demolition/Disposition Activity Description	
1a. Development name:	Woodside Gardens
1b. Development (project) number:	CAL 1-18 (10)
2. Activity type: Demolition	<input type="checkbox"/>
Disposition	<input checked="" type="checkbox"/> Portion of Site
3. Application status (select one)	
Approved	<input type="checkbox"/>
Submitted, pending approval	<input type="checkbox"/>
Planned application	<input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	6/07
5. Number of units affected:	0
6. Coverage of action (select one)	
<input checked="" type="checkbox"/> Part of the development (portion of site)	
<input type="checkbox"/> Total development	
7. Timeline for activity:	
a. Actual or projected start date of activity:	9/07
b. Projected end date of activity:	12/15

Demolition/Disposition Activity Description	
1a. Development name:	101 & 103 Lundy Lane
1b. Development (project) number:	CAL 1-30
2. Activity type:	Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	9/02
5. Number of units affected:	2
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development (Possible Disposition of Site)
7. Timeline for activity:	a. Actual or projected start date of activity: 3/04 b. Projected end date of activity: 8/04

Demolition/Disposition Activity Description	
1a. Development name:	75-77 Coleridge
1b. Development (project) number:	CAL 1-29
2. Activity type:	Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	9/02
5. Number of units affected:	2
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development (Possible Disposition of Site)
7. Timeline for activity:	a. Actual or projected start date of activity: 3/04 b. Projected end date of activity: 8/04

Demolition/Disposition Activity Description	
1a. Development name:	275 Thrift Street
1b. Development (project) number:	CAL 1-33
2. Activity type:	Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	9/02
5. Number of units affected:	1
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development --- Possible Disposition of Site)
7. Timeline for activity:	a. Actual or projected start date of activity: 3/04 b. Projected end date of activity: 8/04

DEMOLITION AND DISPOSITION

Comprehensive revitalization is planned for old poorly configured sites with deteriorated structures and fundamental building construction and design problems. Disposition under ground lease agreements is planned for portions of low-density sites where development of additional public housing, affordable housing, and homeownership housing is feasible. In the recent past applications for demolition and disposition of two public housing sites with 437 units were approved. During the next five years, nine applications for disposition and/or demolition are planned involving approximately 1,128 existing public housing units with the potential for construction of 1,128 replacement public housing units and approximately 688 rental and homeownership housing units.

The most severely distressed sites with dangerous mid- and high-rise structures (Bernal Dwellings, Plaza East and Hayes Valley) were demolished and have been replaced with new housing that is both compatible with the surrounding neighborhoods and attractively designed with the safety and security of the residents in mind under the HOPE VI Program. While this process unavoidably resulted in a reduction of 228 dwelling units, only 78 bedrooms were lost with the shift to larger family sized housing, a scarce resource in San Francisco. At the same time, through partnerships with locally-based developers, the SFHA has added 13 Section 8 project-based apartments at Bernal Gateway and is adding 85 Section 202 apartments for seniors at the Clementina Towers site. The SFHA plans to develop additional replacement public housing through disposition by ground lease of a portion of low-density public housing sites and on non-public housing sites in partnership with other housing developers.

The SFHA’s two most recently designated HOPE VI sites, North Beach and Valencia Gardens, along with Hunters View, a HOPE VI applicant possibility, are underutilized sites and provide opportunities for the development of apartments and homeownership opportunities for working families while improving distressed public housing. The plans allow us to reclaim and repair the blighted and abandoned sites within the existing vibrant neighborhoods with modernization, new construction and in-fill development. North Beach and Valencia Gardens will be reconfigured and comprehensively revitalized in order to maintain the same 475 apartments for public housing residents while introducing an additional 173 moderate and market rate housing units (North Beach and Valencia Gardens). As previously mentioned, the Section 8 Project Based Voucher (PBV) Program will be used in conjunction with HOPE VI revitalization efforts. North Beach has been conditionally approved for 119 units assisted under the Section 8 PBV Program. In addition, PBV assistance shall be made available at Valencia Gardens as well. This strategy creates both income diversity and addresses the acute shortage of housing for moderate-income households in San Francisco. Additionally, North Beach, surrounded by a thriving commercial district, offers unique economic opportunities.

Residents who occupy public housing that is proposed for demolition and disposition are all consulted during the planning process. Residents receive counseling and are all offered temporary relocation assistance and the first right to return to the new replacement housing, provided they remain tenants in good standing. Relocated residents are tracked during the relocation process and provided with community and support services during and after the relocation process.

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. Yes No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	
<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway	

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

Units addressed in a pending or approved demolition application (date submitted or approved: _____)

Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)

Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)

Requirements no longer applicable: vacancy rates are less than 10 percent

Requirements no longer applicable: site now has less than 300 units

Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)	
5. Number of units affected:	
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description: [The SFHA plans to administer a Section 8 Homeownership program, subject to 24 CFR Part 982 final rule.](#)

a. Size of Program

Yes No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants
- 26 - 50 participants
- 51 to 100 participants

more than 100 participants

b. PHA-established eligibility criteria

Yes No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

Yes No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 12/04/98

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

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

B. Services and programs offered to residents and participants

In addition to the programs listed below, the SFHA has actively provided information, services, and assistance to encourage resident participation in voter registration and local and national elections.

(1) General

a. Self-Sufficiency Policies

Which, if any, of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- Public housing rent determination policies
- Public housing admissions policies

- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

- Yes No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or Section 8 participants or both)
<u>Computer Centers</u>				
3125 26 th Street	30	Residents of Development	Development Office	Public Housing
1398 Buchanan	40	Residents of Development	Development Office	Public Housing
170 Brookdale	30	Residents of Development	Development Office	Public Housing
247 West Point	30	Residents of Development	Development Office	Public Housing
1652 Sunnysdale	30	Residents of Development	Development Office	Public Housing
1111 Buchanan	30	Residents of Development	Development Office	Public Housing
956 Ellsworth	30	Residents of Development	Development Office	Public Housing
310 Haight	30	Residents of Development	Development Office	Public Housing
838 Pacific	30	Residents of	Development	Public Housing

<u>Other Programs</u>	Estimated Size	Allocation of Development	Office	Eligibility
SF Boys & Girls Club	80	Open Enrollment	Development Office	Public Housing
Operation Dream	200	Specific Criteria	S.F. Police Department	Public Housing Section 8
Parents on Patrol	10	Open Enrollment	Development Office	Public Housing
Jr. 49ers Football League	50	Specific Criteria	Development Office	Public Housing
Education & Career Development	260	All participants	FSS Program Office	Section 8
Computer Training			FSS Program Office	Section 8
Monthly Workshops			FSS Program Office	Section 8
		Services and Programs		
Program Name & Description (including location if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or Section 8 participants or both)
Career Clothing			FSS Program Office	Section 8
				All Section 8 services are provided at the FSS program office at 1251 Turk Street, San Francisco, CA 94115

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2003 Estimate)	Actual Number of Participants (As of: 26/03/03)
Public Housing	0	0
Section 8	330	236

- b. Yes No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?

If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
 - Informing residents of new policy on admission and reexamination
 - Actively notifying residents of new policy at times in addition to admission and reexamination.
 - Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
 - Establishing a protocol for exchange of information with all appropriate TANF agencies
 - Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

See Attachment II of PHA Plan

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)
- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
 - High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments

- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

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

Hunter’s View, Potrero Terrace/Potrero Annex, Sunnydale, Alice Griffith, Hunter’s Point and Alemany

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime-and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

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

Hunter’s View, Potrero Terrace/Potrero Annex, Sunnydale, Alice Griffith, Hunter’s Point and Alemany

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

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

Hunter’s View, Potrero Terrace/Potrero Annex, Sunnysdale, Alice Griffith, Hunter’s Point and Alemany

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment.

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

See the attached Admissions & Occupancy Policy --- Appendix C

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

See Attachment V --- Outstanding Civil Rights Issue.

For the PHA Civil Right Policy, see the attached Admissions & Occupancy Policy.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

- 1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
- 2. Yes No: Was the most recent fiscal audit submitted to HUD?
- 3. Yes No: Were there any findings as the result of that audit?
- 4. Yes No: If there were any findings, do any remain unresolved?

If yes, how many unresolved findings remain? 1

- 5. Yes No: Have responses to any unresolved findings been submitted to HUD?

If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

- 1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
- 2. What types of asset management activities will the PHA undertake? (select all that apply)
 - Not applicable
 - Private management
 - Development-based accounting
 - Comprehensive stock assessment
 - Other: (list below)
- 3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

The SFHA has entered into contracts with private management firms to perform property management functions at its existing HOPE VI sites (Hayes Valley, Bernal, Plaza East). It will consider the option of

private management for future HOPE VI sites. There are no plans to utilize private management at non-HOPE VI sites during this fiscal year.

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 - Attached at Attachment I of PHA Plan
See Attachment I --- Resident Advisory Board Comments & Membership for a listing of all Resident Adviosry Board members.
 - Provided below:

3. In what manner did the PHA address those comments? (select all that apply)
 - Considered comments, but determined that no changes to the PHA Plan were necessary.
 - The PHA changed portions of the PHA Plan in response to comments
List changes below:
see Attachments
 - Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

- a. Nomination of candidates for place on the ballot: (select all that apply)
 - Candidates were nominated by resident and assisted family organizations
 - Candidates could be nominated by any adult recipient of PHA assistance
 - Self-nomination: Candidates registered with the PHA and requested a place on ballot

- Other: The Mayor of the City and County of San Francisco selects two (one from a family development and one from a senior/disabled development) public housing residents to sit on the seven-person San Francisco Housing Authority Commission (i.e. PHA Board).

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (Not Applicable: Only the Mayor of the City and County of San Francisco can select public housing residents to sit on the San Francisco Housing Authority Commission/PHA Board).

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (San Francisco, California)
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
 - The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
 - The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
 - The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
 - Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (Multifamily Development and a home ownership program)
 - Other: (list below)
3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

D. Other Information Required by HUD

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

Pursuant to notice PIH 99-51 (HA), SFHA will use the HUD criteria detailed in Section III (G) of the notice to define “Substantial Deviation” and “Significant Amendment or Modification”. Specifically, a substantial deviation or significant amendment or modification, which requires public notice and comment, will be required if a change is made to the Plan, or any component thereof, related to the following:

- Changes to established Flat Rent amounts;
- Admissions Policies specifically related to the organization of the applicant waiting list;
- Deconcentration of poverty and income mixing in public housing;
- Additions of Non-Emergency work items (items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the capital fund; or,
- Any change with regards to Demolition or Disposition, Designation, Homeownership programs or Conversion activities

Changes made to the Plan, or any component thereof, that do not relate to the above-mentioned issues will not be considered substantial or significant and will not require public notice and comment.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

Attachment I: Resident Advisory Board Comments & Membership

Attachment II: Community Service Implementation

Attachment III: Organizational Chart

Attachment IV: Resident Membership on Governing Board

Attachment V: Outstanding Civil Rights Issue

ATTACHMENT I

RESIDENT ADVISORY BOARD COMMENTS

&

MEMBERSHIP

RESIDENT ADVISORY BOARD FY-2004
Comments & RECOMMENDATIONS

Admissions & Continued Occupancy/Section 8 Administrative Plan Sub-Committee

- Board members made no recommendations.

Capital Fund/Modernization/HOPE VI Sub-Committee

- Safety and Security are the number one concerns.
- Elevator Service/Repairs --- Constantly out of order
- Intercom Security/Card Reader system at all Senior Buildings was requested.
- Bring pictures of “Vacate Units” so RAB members can study.
- More ADA units need to be developed.
- Cabinets too high at senior buildings.

Community Service Implementation

1. The SFHA should mail an announcement to every public housing household.
2. The SFHA should mail an announcement in English, Spanish, Russian, Chinese and Vietnamese.
3. The SFHA should mail an announcement to every tenant association.
4. The SFHA should be available to meet with all tenant associations and explain this HUD mandate.
5. The SFHA should make available staff members who are able to explain the requirement in the following languages: Spanish, Russian, Chinese and Vietnamese.
6. The SFHA should post this information on its Website.
7. The SFHA should post this information in the lobbies of its senior buildings and property management office waiting areas.

The RAB also had ideas about the implementation of this mandate. The RAB suggested that the SFHA make available a list of community organizations that residents can contact about possible community service work opportunities. Also, the RAB would like the SFHA to also have job training referral information available for those residents who desire to become economically self-sufficient. Finally, the RAB would like the SFHA to emphasize the positive aspects of community service for those who must perform it.

RESIDENT ADVISORY BOARD FY-2004
MEMBERSHIP

SFHA Residents:

1.	Jackie Sachs	2860 California Street	922-4721
2.	Gertie Crayton	491 31 st Avenue, #509	221-8369
3.	Tanzola Alexander	510 Webster Street	621-5060
4.	Inez Reid	345 Arguello Street, #406	386-5158
5.	Trashanda White	444 Hyde Street, #23	441-1663
6.	Cora Washington	1271 Eddy Street	931-2623
7.	Rose Mary Ozan	1261 Eddy Street	771-1923
8.	Rose G. Wong	430 Turk Street, #311	552-3191
9.	Vera Stewart	1251 Turk Street, #616	749-1651
10.	Clara Espinola	1114 Ortega Street, #3	
11.	Rita de Filippo	125 Camby Drive, #7F	337-2933
12.	Danny Szeto	1110 Pacific Avenue	776-8847
13.	Addul Salam Rada	201 Turk Street, #207	673-4996
14.	Lina Johnson	362 Baker Street	563-5188
15.	Martha I. Mejia	1821 Hyde Street, #2	292-6256

ATTACHMENT II

Community Service Implementation

Attachment II

Implementation of Community Service/Self-Sufficiency Component Quality Housing and Work Responsibility Act of 1998

San Francisco Housing Authority

On June 26, 2003, the San Francisco Housing Authority received information (NOTICE PIH 2003-17 [HA]) from the U.S. Department of Housing and Urban Development (HUD) that public housing authorities must begin to implement the "community service/self-sufficiency" component of the *Quality Housing and Work Responsibility Act of 1998* (QHWRA).

On July 9, 2003, the San Francisco Housing Authority held an informational meeting with the *Resident Advisory Board* in order to explain the new requirement and to solicit suggestions on how to properly inform public housing residents about this component of the QHWRA.

The RAB made the following suggestions regarding how to inform the Housing Authority's public housing residents about its intention to implement the community service/self-sufficiency component of the QHWRA:

1. The SFHA should mail an announcement to every public housing household.
2. The SFHA should mail an announcement in English, Spanish, Russian, Chinese and Vietnamese.
3. The SFHA should mail an announcement to every tenant association.
4. The SFHA should be available to meet with all tenant associations and explain this HUD mandate.
5. The SFHA should make available staff members who are able to explain the requirement in the following languages: Spanish, Russian, Chinese and Vietnamese.
6. The SFHA should post this information on its Website.
7. The SFHA should post this information in the lobbies of its senior buildings and property management office waiting areas.

The RAB also had ideas about the implementation of this mandate. The RAB suggested that the SFHA make available a list of community organizations that residents can contact about possible community service work opportunities. Also, the RAB would like the SFHA to also have job training referral information available for those residents who desire to become economically self-sufficient. Finally, the RAB would like the SFHA to emphasize the positive aspects of community service for those who must perform it.

In response to the QHWRA mandate, the SFHA formed a task force of staff members who would formulate a community service/self-sufficiency implementation plan. During July 2003 the task force met twice and developed a preliminary implementation plan.

Highlights of the preliminary plan include:

- The SFHA will implement all seven of the previously mentioned RAB recommendations
- The SFHA will formally inform public housing residents via the U.S. mail in the August 2003 rent statement.
- By August 1, 2003, residents must report to their property managers the names of household members who they think are exempt from the community service/self-sufficiency component of the QHWRA.
- The SFHA will develop a "Frequently Asked Questions" sheet with answers and translate both questions and answers into Spanish, Russian, Chinese and Vietnamese.
- The SFHA will collaborate with the Department of Human Services of the City and County of San Francisco in identifying community service site locations.
- The SFHA will make available its computer learning center and resident employment office as resources for job readiness activities and job referral information.

Revised: 11/18/03

- The SFHA will develop a verification form that community service participants must use in order to prove compliance with the mandate.
- The SFHA will provide community service opportunities that allow it to achieve some of its goals and objectives.
- Beginning October 1, 2003, the SFHA will begin implementing this mandate through the annual re-certification process.

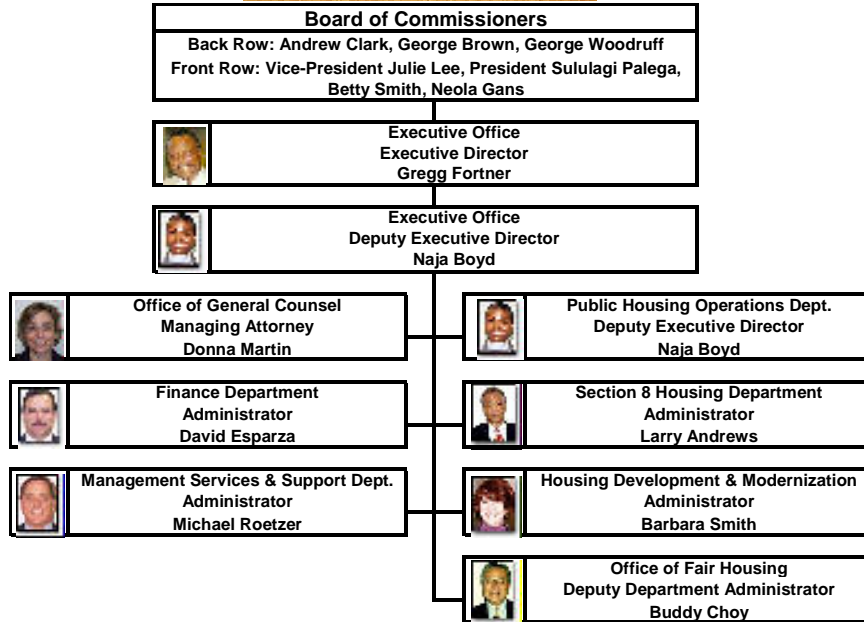
The SFHA will convene future RAB meetings in order to update RAB members, gain more feedback regarding the SFHA's implementation plan and obtain more ideas about how to improve the implementation of this mandate.

ATTACHMENT III

Organization Chart



ORGANIZATIONAL CHART



ATTACHMENT IV

Resident Membership on Governing Board

Resident Members on Governing Board

1. **Neola Gans** is a resident of the *Aleman* family development and has served on the San Francisco Housing Authority Commission (i.e. PHA Board) since the summer of 2002. She was appointed to the Commission by the Mayor of the City and County of San Francisco, Willie L. Brown, Jr.
2. **Betty Smith** is a resident of the Rosa Parks senior/disabled development and has served on the San Francisco Housing Authority Commission (i.e. PHA Board) since the summer of 2002. She was appointed to the Commission by the Mayor of the City and County of San Francisco, Willie L. Brown, Jr.

ATTACHMENT V

Outstanding Civil Rights Issue

Outstanding Civil Rights Issue

The San Francisco Housing Authority has only one outstanding matter regarding civil rights. The Justice Department has sued the SFHA for a “pattern and practice” case for failing to protect its residents from race- and ethnic-based harassment. This suit involves former public housing residents, who allege that they were harassed, but cannot identify the perpetrators of such harassment and who were given priority to Section 8 vouchers at their request.

The SFHA believes that the Justice Department’s case is without merit and that it can demonstrate this. Nevertheless, the SFHA has established an Office of Fair Housing, which is headed by an executive-level administrator that responds to all civil-rights related complaints, investigates the complaints and recommends action. The SFHA strongly believes that it is in compliance with the civil rights laws and that it can accurately certify this. The Authority is committed to civil rights and takes its legal obligations seriously.