

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

HOUSING AUTHORITY OF THE CITY OF SANTA ANA

COMPREHENSIVE PLANS

Five-Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 2000

20 Civic Center Plaza, 2nd Floor
Santa Ana, CA 92702

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

Housing Authority of the City of Santa Ana Plan Agency Identification

PHA Name: Housing Authority of the City of Santa Ana (SAHA)

PHA Number: CA093

PHA Fiscal Year Beginning: July 1, 2000

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: 20 Civic Center Plaza, Santa Ana, CA 2nd Floor.
- PHA development management offices – Not Applicable
- PHA local offices – Not Applicable

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: Same as above.
- PHA development management offices – Not Applicable
- PHA local offices: Same as above.
- Main administrative office of the local government: Same as above.
- Main administrative office of the County government – Not Applicable
- Main administrative office of the State government – Not Applicable
- Public library:
 - Santa Ana Public Library Main Branch 26 Civic Center Plaza, Santa Ana, CA.
- PHA website: www.ci.santa-ana.ca.us/todo/calendar
- Other (list below)

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

- Main business office of the PHA: Same as above.
- PHA development management offices – Not Applicable
- Other (list below)
 - Santa Ana Public Library, Main Branch, 26 Civic Center Plaza, Santa Ana, CA.

THIS PAGE LEFT INTENTIONALLY BLANK

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004
[24 CFR Part 903.5]

➤ **Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- The mission of the Housing Authority of the City of Santa Ana is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is:

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.

The goals and objectives listed below are derived from HUD's strategic goals and objectives and those emphasized in recent legislation. The Housing Authority of the City of Santa Ana has selected some of these goals and objectives as its own, and has identified other goals and/or objectives. The Housing Authority has identified quantifiable measures in order to assess the success of the Authority in reaching its objectives over the course of a 5-year period. Quantifiable measures include targets such as numbers of families to be served or SEMAP scores achieved, and dates to accomplish objectives. These measures are identified below each stated objective.

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:
- Over a 5-year period, the Housing Authority of the City of Santa Ana aims to double the size of its current assisted housing program (from approximately 1,900 participants to 3,800), however, this goal and objective will be limited by the number of vouchers HUD will make available over the next five

years. The Housing Authority will apply for all additional program funding announcements for which it is eligible.

Reduce public housing vacancies:

Leverage private or other public funds to create additional housing opportunities:

➤ Over the 2000 – 2004 five-year period, the Housing Authority of the City of Santa Ana will assist in the creation of new housing opportunities funded with other private and public funds. Two large projects currently in the planning phase for which Housing Authority assistance is anticipated are:

1. Development of a 4-unit, 16-bed facility for the developmentally disabled. Over \$1 million in other federal and local funds will be leveraged by the Authority's commitment of project based rental assistance.
2. The Housing Authority will provide Section 8 rental assistance to assist with relocation of tenants in the proposed Santa Ana Boulevard revitalization project. This project will have multiple funding sources include HOME, local redevelopment funds and private financing. The value of leveraged funds is not available at this time, but should exceed several million dollars.

Acquire or build units or developments

Other (list below)

PHA Goal: Improve the quality of assisted housing

Objectives:

Improve public housing management: (PHAS score)

Improve voucher management: (SEMAP score)

➤ Over the next 5-year period the Housing Authority of the City of Santa Ana will maintain a minimum SEMAP score of 86% (current score), aim to increase score to 96%, and achieve an average score of 92% over the 5-year period.

Increase customer satisfaction:

Concentrate on efforts to improve specific management functions:

➤ Increase voucher unit monitoring/compliance inspections by 5% over a 5-year period.

Renovate or modernize public housing units:

Demolish or dispose of obsolete public housing:

Provide replacement public housing:

Provide replacement vouchers:

Other: (list below)

➤ Over the next 5-year period, the Housing Authority of the City of Santa Ana will align Housing Quality Standards (HQS) to coincide with City codes.

- PHA Goal: Increase assisted housing choices
 - Objectives:
 - Provide voucher mobility counseling:
 - Over the next 5-year period, the Housing Authority of the City of Santa Ana will provide voucher mobility counseling to 100% of tenants.
 - Conduct outreach efforts to potential voucher landlords
 - Over a 5-year period, the Housing Authority of the City of Santa Ana will conduct 10 seminars and/or training sessions to attract new landlords to participate in the Section 8 program (2 per year). Efforts will include speaking engagements at 1) the Orange County Apartment Owners Association; 2) Santa Ana Chamber of Commerce; 3) Santa Ana Neighborhood Associations.
 - Increase voucher payment standards
 - Over the next 5-year period, the Housing Authority of the City of Santa Ana will set out to increase voucher payment standards by ensuring rents meet most current Fair Market Rent (FMR) standards, and provide “exemptions” to FMR standards if an exemption is warranted.
 - 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)

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)
 - Over the next 5-year period, the Housing Authority of the City of Santa Ana will attempt to increase awareness of neighborhood association meetings among Section 8 tenants by providing tenant households with meeting information via mailings at least once per year.

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:
 - Over the next 5-year period, the Housing Authority of the City of Santa Ana will increase the number and percentage of employed persons in Section 8 assisted housing by 5%.
- Provide or attract supportive services to improve assistance recipients' employability:
 - Over the next 5-year period, the Housing Authority of the City of Santa Ana will improve employment assistance services to Section 8 tenants to increase their employability by 10%. (Presently one Authority staff member is assigned to the Santa Ana Work Center four hours per week to assist Section 8 tenants prepare resumes and build employment attainment skills.)
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - Over a 5-year period, the Housing Authority of the City of Santa Ana will continue to provide support services for the elderly and families with disabilities. Efforts will include entering into a Memorandum of Understanding (MOU) with Community Resources, Inc. to obtain tenant assistance services. These services will assist Section 8 applicant/tenants with developmental disabilities locate accessible housing, ensure program compliance and access other supportive services to ensure self-sufficiency.
 - Over a five-year period, the Housing Authority of the City of Santa Ana will seek to contract the services of an advocate or ombudsman to assist the elderly and mentally ill obtain and maintain affordable quality housing, thus preserving their independence.
- Other: (list below)
 - Over a 5-year period, the Housing Authority of the City of Santa Ana will increase participation in the Family Self Sufficiency (FSS) program to meet minimum program size requirement of 225.

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, and disability:
 - Measures the Housing Authority of the City of Santa Ana will undertake over a 5-year period will include the following:
 1. Provide referrals to the Fair Housing Council of Orange County when the Authority receives complaints of possible housing discrimination.
 2. Invite the Fair Housing Council of Orange County to make presentations to Authority staff regarding equal opportunities for fair housing (at least one presentation per year).
 3. Assist the City with preparation and implementation of the Analysis of Impediments to Fair Housing Choice (AI). Current AI is scheduled for revision in the 2001-2002 program year.
 4. Include fair housing information in all tenant briefing packages.
 5. Provide fair housing information and materials at all landlord training sessions.
 6. Undertake "outreach" efforts to ethnic and protected class populations (e.g., Cambodian and Vietnamese) via speaking engagements and participation in other community events.
- 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, and disability:
 - Measures the Housing Authority of the City of Santa Ana will undertake over a 5-year period will include the actions outline above.
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - Measures the Housing Authority of the City of Santa Ana will undertake over a 5-year period will include the actions outline above.
- Other: (list below)

Other PHA Goals and Objectives: (list below)

- Ensure consistency with Santa Ana's Consolidated Plan, Santa Ana Housing Authority Agency Plan and Administration Plan by participating in the preparation of the City's Consolidated Plan and annual action plans.
- Continue to improve customer service through the use of Total Quality Management techniques. To assist with this assessment, all Section 8 assisted households (approximately 1,970 households) will be surveying annually for feedback on quality of customer service.
- Expand life skill education services for Section 8 tenants by offering a minimum of four life skills seminars per year.
- For Family Self-sufficiency participants, expand opportunities for homeownership by providing one or more homeownership counseling and workshops per year over a five-year period.
- Research/apply for additional funding resources to augment rental subsidies.
- Maintain program integrity by ensuring that all federal regulations are observed.
- Develop procedures to implement abatement process by the end of the 2000 program year.
- During the 5-year period, purchase rent comparable software and update/input information.
- During the 5-year period, initiate a collaborative effort with Santa Ana Workplace Investment Board (WIB), which is responsible for implementation of the federal Workforce Investment Act. (Execute and implement an MOU with the WIB by the end of the 2000 program year.)
- During the 5-year period, enter into an MOU with Community Housing Resources Inc., to provide supportive services to persons with developmental disabilities and their families to acquire and maintain Section vouchers.
- Assist the local economy by increasing the occupancy rate and the amount of money flowing into the community.

- Encourage self-sufficiency of participating families and assist in the expansion of family opportunities that address educational, socio-economic, recreation and other human services needs.
- Create positive awareness and expand the level of family, owner, and community support in accomplishing the Housing Authority's mission.
- Attain and maintain a high level of standards and professionalism in the day-to-day management of all program concepts.
- Administer an efficient, high-performing agency through continuous improvement of the Housing Authority's support system and commitment to its employees and their development.
- Provide decent, safe and sanitary housing for very low-income families while maintain their rent payments at an affordable level.
- Promote fair housings and the opportunity for very low-income families of all ethnic backgrounds to experience freedom of housing choice.
- Promote a housing program that maintains quality service and integrity while providing an incentive to private property owners to rent to very low-income families.
- Provide guidance in the administration of programs to ensure compliance with HUD requirements, including maintaining well-organized and complete records and facilitate HUD's monitoring and review of the Housing Authority's operations.
- Promote a market-driven housing program that will help qualified low-income families be successful in obtaining affordable housing and increase the supply of housing choices for such families.

Annual PHA Plan
PHA Fiscal Year 2000
[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

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Quality Housing and Work Responsibility Act of 1998 established requirements for Public Housing Authorities to prepare a Five-Year and Annual Plan. The Five-Year Plan describes the mission of the Housing Authority of the City of Santa Ana (Authority), and the Authority's long-range goals and objectives for achieving its mission over the subsequent five years. The Annual Plan provides details about the Authority's immediate operations, program participants, programs and services, and the agency's strategy for handling operational concerns and program participant concerns and needs for the upcoming fiscal year.

Program regulations do not require the Housing Authority of the City of Santa Ana to prepare an executive summary of this annual plan.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Table of Contents

	<u>Page #</u>
Annual Plan	
i. Executive Summary	1
ii. Table of Contents	
1. Housing Needs.....	6
2. Financial Resources	13
3. Policies on Eligibility, Selection and Admissions.....	15
4. Rent Determination Policies	24
5. Operations and Management Policies.....	28
6. Grievance Procedures	31
7. Capital Improvement Needs	32
8. Demolition and Disposition	33
9. Designation of Housing.....	34
10. Conversions of Public Housing	36
11. Homeownership.....	37
12. Community Service Programs	39
13. Crime and Safety	42
14. Pets (Inactive for January 1 PHAs).....	44
15. Civil Rights Certifications (included with PHA Plan Certifications).....	44
16. Audit.....	44
17. Asset Administration.....	45
18. Other Information.....	46
(Definition of Substantial Deviation/Amendment)	

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
 - **Not Applicable**
- FY 2000 Capital Fund Program Annual Statement
 - **Not Applicable**
- Most recent board-approved operating budget (Required Attachment for troubled PHAs or PHAs at risk of being designated troubled ONLY)
 - **Not Applicable**

Optional Attachments:

- PHA Management Organizational Chart:
 - **See Attachment 1**
- FY 2000 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):
 - **See Attachment 2**
- Other (List below, providing each attachment name)
 - **Required Certifications See Attachment 3**
 - **Proof of Publication See Attachment 4**

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.

All of the items marked with an “X” in the “Applicable & On Display” column are included in this plan and/or are available for public review. These documents are on display at the main administrative office located at 20 Civic Center Plaza, Santa Ana, CA, 2nd Floor and at the Santa Ana Public Library, Main Branch located at 26 Civic Center Plaza, Santa Ana, CA.

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations (Included as Attachment 3)	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan (Included as Attachment 3)	5 Year and Annual Plans
X	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. (Available for Review)	5 Year and Annual Plans
X	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 (Available for Review)	Annual Plan: Housing Needs
NA	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
NA	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
X	Section 8 Administrative Plan (Available for Review)	Annual Plan: Eligibility, Selection, and Admissions Policies
NA	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
NA	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	Annual Plan: Rent Determination

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
	A & O Policy	
NA	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: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan (Available for Review)	Annual Plan: Rent Determination
NA	Public housing management and maintenance policy documents, including policies for prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
NA	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan (Available for Review)	Annual Plan: Grievance Procedures
NA	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
NA	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
NA	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
NA	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
NA	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
NA	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	Annual Plan: Conversion of Public Housing
NA	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	(Available for Review)	
NA	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8 (Available for Review)	Annual Plan: Community Service & Self-Sufficiency
NA	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
NA	Most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant & most recently submitted PHDEP application	Annual Plan: Safety and Crime Prevention
X	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 (Available for Review)	Annual Plan: Annual Audit
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
NA	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

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.

The table below has been completed with the assistance of Santa Ana's **Tenant Advisory Board** (also known as the Resident Advisory Board), and is based upon information contained in the City of Santa Ana's draft 2000-2004 Consolidated Plan and other available data. This table was completed in the following manner. The "Overall" needs column provides an estimated number of renter families that have housing needs. The remaining "characteristics" have been rated based on the impact of that factor on the housing needs for each family type. Ratings range from 1 to 5, with 1 being "no impact" and 5 being "severe impact." N/A is used to

indicate that no information is available upon which the Housing Authority of Santa Ana can make the assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI ¹	7,994	5	5	4	4	3	4
Income >30% but <=50% of AMI ¹	8,073	5	5	4	5	2	3
Income >50% but <80% of AMI ¹	6,082	N/A	N/A	N/A	N/A	N/A	N/A
Elderly ¹	2,558	5	5	3	3	3	3
Families with Disabilities ¹	14,500	5	4	3	3	3	4
White Race/Ethnicity ²	489	5	3	4	4	4	4
White Hispanic Race/Ethnicity ²	1,597	5	4	3	4	3	4
Asian-Pacific Islander Race/Ethnicity ²	2,915	5	4	3	3	3	3
African American Race/Ethnicity ²	310	5	4	3	4	3	3
American Indian Race/Ethnicity ²	108	5	4	3	4	3	3

1. Source of data is Draft 2000-2004 City of Santa Ana Consolidated Plan

2. Source of data is Current Section 8 Wait List as of September 1999

The Housing Authority of the City of Santa Ana utilized the following sources of information to conduct this analysis. (Items that are checked apply. These materials are available for public inspection.)

- Consolidated Plan of the Jurisdiction: Draft City of Santa Ana Consolidated Plan
Indicate year: 2000-2004
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:

- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)
 - Section 8 Wait List, October 1999
 - Orange County HIV/AIDS Housing Plan, December 1999

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.

The table below provides a summary of the housing needs of the families on the City of Santa Ana’s Section 8 Housing waiting list.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	5,485		137
Extremely low income <=30% AMI	5,266	96%	
Very low income (>30% but <=50% AMI)	219	4%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	3,401	62%	
Elderly families	778	14%	
Families with Disabilities	1,558	28%	
White	489	9%	

Housing Needs of Families on the Waiting List			
Non-Hispanic			
White	1,597	29%	
Hispanic			
Asian-Pacific	2,915	53%	
Islander			
Non-Hispanic			
African American	310	6%	
Non-Hispanic			
American Indian	108	2%	
Non-Hispanic			
Other Race/Ethnicity	66	1%	
Not Reported			
Characteristics by Bedroom Size (Public Housing Only)	Not Applicable	Not Applicable	Not Applicable
1BR	NA	NA	NA
2 BR	NA	NA	NA
3 BR	NA	NA	NA
4 BR	NA	NA	NA
5 BR	NA	NA	NA
5+ BR	NA	NA	NA
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)? 7 months			
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? <input type="checkbox"/> No <input checked="" type="checkbox"/> 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.

The Housing Authority of the City of Santa Ana has developed the following strategy to address the housing needs of families in the City of Santa Ana and those on the waiting list for the upcoming program year (i.e., July 1, 2000 through June 30, 2001).

The reasons the Housing Authority chose this strategy include the following:

(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)

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)

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

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

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:
 - Via MOU with the Community Housing Resources, Inc./ California non-profit.
- Other: (list below)
 - Future "new construct" housing units assisted by the Housing Authority's bonding authority will be required to provide a minimum of 20% units

that are accessible to persons with physical disabilities. Rehabilitation projects will be evaluated on a case-by-case basis; however, a goal of 10% to 20% accessible units per project will be sought.

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 all that apply

- 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)
 - MOU for “Mobility Program” between the four Public Housing Authorities operating in Orange County.

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

- Add victims of domestic violence as a preference for receiving Section 8 rental assistance.
- Enter into a MOU with a homeless transitional housing service provider to facilitate the movement of formerly homeless households through the City’s Continuum of Care strategy into permanent housing.

(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:
 - Fair Housing Council of Orange County
- Other: (list below)

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.

The table below provides a list the financial resources that are anticipated to be available to the Housing Authority of the City of Santa Ana to support its Federal tenant-based Section 8 rental assistance program during the 2000-2001 Plan Year. Please note, this table assumes that Federal tenant based Section 8 assistance grant funds will be expended for eligible purposes; therefore, the uses of these funds is not stated. For "Other Income," a notation has been entered that indicates the use for the subject funds as one of the following categories: Section 8 tenant-based assistance, Section 8 supportive services or other.

<p>Financial Resources: Planned Sources and Uses</p>

Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)	\$16,090,700	Section 8 tenant-based assistance
a) Public Housing Operating Fund	NA	
b) Public Housing Capital Fund	NA	
c) HOPE VI Revitalization	NA	
d) HOPE VI Demolition	NA	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$16,090,700	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	NA	
g) Resident Opportunity and Self-Sufficiency Grants	NA	
h) Community Development Block Grant	NA	NA
i) HOME	NA	NA
J) Other Federal Grants Family Self-Sufficiency Coordinator Grant	\$46,350	Salary and benefits for FSS Coordinator staff position
2. Prior Year Federal Grants (unobligated funds only) (list below)	NA	NA
3. Public Housing Dwelling Rental Income	NA	NA
4. Other income (list below)		
Housing Authority Operating Reserve ¹	\$1,786,860	Housing Assistance Payment reserve & other eligible program costs. \$120,000 will be allocated for program admin
Bond Project monitoring fees ²	\$350,000	Program administration

¹ The Housing Authority of the City of Santa Ana is required to maintain a minimum of one month of housing assistance payments (HAP) in reserve. Current HAP reserve equals \$1,000,000. Balance of Housing Authority Administrative Reserves may be used for other eligible administrative expenses.

² This funding source has been decreasing as affordability terms of bond funded projects expire.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
4. Non-federal sources (list below)	NA	NA
Local Tax Increment	\$498,310	Administration
Total resources	\$18,772,220	

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.

AS A SECTION 8 ONLY AGENCY, THE HOUSING AUTHORITY OF THE CITY OF SANTA ANA IS EXEMPT FROM COMPLETING SECTION 3A. PLEASE SKIP TO SECTION 3B.

(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: (describe)

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)

(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)

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.

Date and Time

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

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 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)

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).**

As a tenant-based Section 8 only agency, the Housing Authority of the City of Santa Ana is required to complete this section. As of October 1, 1999, the process to merge all Section 8 vouchers and certificates into one program has been initiated. The information listed below is relevant to the merged program.

(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
 - The Santa Ana Housing Authority conducts background criminal checks on all Section 8 applicants.
 - More general screening than criminal and drug-related activity (list factors below)
 - The Santa Ana Housing Authority conducts department of motor vehicles, credit and tenancy background checks on all Section 8 applicants.
 - Other (list below)
- 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)
 - Tenancy records
 - Previous landlords

(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 certificate 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)
 - The Housing Authority of the City of Santa Ana wait list is not open on an on-going basis. The wait list was opened as recently as August 1999, and was closed September 1999. When the application process is open, potential applicants may obtain applications at Santa Ana City Hall, Santa Ana libraries, Orange County Social Services Agency, and local community service agencies and community churches. Applications may be returned via fax, mail, or dropped off at predetermined locations.

(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:

The Housing Authority of the City of Santa Ana grants time extensions under the following circumstances:

- Tenant is unable to locate a unit due to an illness.
- Tenant is unable to locate a unit due to a shortage of large family units (e.g., three- and four-bedroom units).
- Tenant is unable to locate a unit due to a lack of available housing units in the community resulting from a low vacancy rate.

(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 subcomponent **(5) Special purpose section 8 assistance programs**)

- Mobile Home coach owners
- Family Unification Program referrals from the Orange County Social Services Agency.

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)
 - Persons displaced by City of Santa Ana community Development Agency actions
 - Any specialized City programs (e.g., YES program)
 - Welfare To Work program participants

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

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

(1) Victims of domestic violence

Substandard housing

Homelessness

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

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

(1) Victims of reprisals or hate crimes

Other preference(s) (list below)

➤ **(1)** Mobile home coach owners

➤ **(1)** Persons displaced by City of Santa Ana Community Development Agency actions

➤ **(1)** Any specialized City programs (e.g., YES program)

➤ **(1)** Orange County Social Service Agency Family Unification program participants

➤ **(1)** Welfare To Work program 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)

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)

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

Through published notices

Other (list below)

➤ Outreach through community based organizations.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

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

A. Public Housing

AS A SECTION 8 ONLY AGENCY, PART A IS NOT APPLICABLE TO THE HOUSING AUTHORITY OF THE CITY OF SANTA ANA. PLEASE SKIP TO PART B.

(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:

c. Rents set at less than 30% than 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:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- 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

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

- For all developments
- 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)_____
- Other (list below)

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)

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).**

As a Section 8 only agency, the Housing Authority of the City of Santa Ana is required to complete this part. As of October 1, 1999, the Housing Authority began the merger of all Section 8 vouchers and certificates into one program. The information listed below is relevant to the merged program.

(1) Payment Standards

Describe the voucher payment standards and policies.

The following statements describe the Housing Authority of the City of Santa Ana's 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
 - For persons with disabilities as accommodation.
- Above 110% of FMR (if HUD approved; describe circumstances below)
 - The Authority has requested authorization from HUD to utilize 120% of FMR to assist mobile home coach owners. To date HUD has not responded to the Authority's request.

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)
 - **Not Applicable**

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)
- **Not Applicable**

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

- Annually
- Other (list below)

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 survey**

(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)

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)

AS A SECTION 8 ONLY AGENCY, THE SANTA ANA HOUSING AUTHORITY IS ONLY REQUIRED TO COMPLETE PARTS A, B, AND C(2) OF THIS SECTION.

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 1.**

- ☒ A brief description of the management structure and organization of the PHA follows:

The Housing Authority of the City of Santa Ana is a department of the City of Santa Ana. The Authority does not operate as an independent agency but as a traditional municipal department.

The Santa Ana City Council acts as the Housing Authority's governing board. The City's Redevelopment and Housing Commission provides direct resident/tenant input on the policies and operations to the City Council. The Authority's director is the executive director of the City's Community Development Agency (the City agency in which the Authority is located). The City's Housing Manager supervises the day-to-day operations of the Authority with the assistance of the Housing Authority Coordinator. The Housing Authority Coordinator is responsible for the day-to-day supervision of the Authority's 17 member staff. Staff is comprised of various supervisory, technical and support staff. A diagram outlining the Housing Authority's organization structure is provided in **Attachment 1**.

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.)

Below is a list of the Federal programs administered by the Housing Authority of the City of Santa Ana. Information provided includes the number of families to be served at the beginning of the upcoming fiscal year, and the expected turnover in each program. "NA" is used to indicate that the Housing Authority of the City of Santa Ana does not operate the respective program.

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	NA	NA
Section 8 Vouchers	1,473	150
Section 8 Certificates ³	437	437

³ Households receiving Section 8 Certificates will "turnover" to Section 8 Vouchers due to program merger that began in October 1999.

Section 8 Mod Rehab ⁴	6	6
Special Purpose Section 8 Certificates/Vouchers	NA	NA
Public Housing Drug Elimination Program (PHDEP)	NA	NA
Other Federal Programs	NA	NA

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.

Below is a list of the Housing Authority of the City of Santa Ana's housing management and maintenance policy documents, manuals and handbooks that contain the Authority's rules, standards, and policies that govern maintenance and management of assisted housing units.

These documents include a description of measures necessary for the prevention or eradication of pest infestation (including cockroach infestation) and policies governing the management of the Section 8 program.

(1) Section 8 Management: (list below)

- HUD's "**Good Place To Live**" – this is a booklet that outlines HUD's Housing Quality Standards.
- **Section 8 Owners Manual** is provided to all property owners participating in the Section 8 program.
- All Santa Ana Housing Authority staff are certified Housing Inspectors (a certification obtained after completing the Nan McKay training program).

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

⁴ Households receiving Section 8 Moderate Rehabilitation assistance will "turnover" to Section 8 Vouchers due to program merger that begin in October 1999.

AS A SECTION 8 ONLY AGENCY, THE HOUSING AUTHORITY OF THE CITY OF SANTA ANA IS EXEMPT FROM COMPLETING PART 6A OF THIS SECTION. PLEASE SKIP TO PART 6B OF THIS SECTION.

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
 - 20 Civic Center Plaza, 2nd Floor, Santa Ana, CA.
 - Other (list below)

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.

AS A SECTION 8 ONLY AGENCY, THE HOUSING AUTHORITY OF THE CITY OF SANTA ANA IS EXEMPT FROM COMPLETING SECTION 7. PLEASE SKIP TO SECTION 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 Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-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 (state name)

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

1. Development name:

2. Development (project) number:

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 underway

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:

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:

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:

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.

AS A SECTION 8 ONLY AGENCY, THE HOUSING AUTHORITY OF THE CITY OF SANTA ANA IS EXEMPT FROM COMPLETING SECTION 8. PLEASE SKIP TO SECTION 9.

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

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

AS A SECTION 8 ONLY AGENCY, THE HOUSING AUTHORITY OF THE CITY OF SANTA ANA IS EXEMPT FROM COMPLETING SECTION 9. PLEASE SKIP TO SECTION 10.

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 the 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.

Designation of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	
	Occupancy by only the elderly <input type="checkbox"/>
	Occupancy by families with disabilities <input type="checkbox"/>
	Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	
	Approved; included in the PHA’s Designation Plan <input type="checkbox"/>
	Submitted, pending approval <input type="checkbox"/>
	Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)	
5. If approved, will this designation constitute a (select one)	
	<input type="checkbox"/> New Designation Plan
	<input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected:	
7. Coverage of action (select one)	
	<input type="checkbox"/> Part of the development
	<input type="checkbox"/> Total development

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.

AS A SECTION 8 ONLY AGENCY, THE HOUSING AUTHORITY OF THE CITY OF SANTA ANA IS EXEMPT FROM COMPLETING SECTION 10. PLEASE SKIP TO SECTION 11.

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)	
<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> 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.

AS A SECTION 8 ONLY AGENCY, THE HOUSING AUTHORITY OF THE CITY OF SANTA ANA IS EXEMPT FROM COMPLETING PART 11A OF THIS SECTION. PLEASE SKIP TO PART 11B OF THIS SECTION.

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)
- Part of the development
- 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.)

NOTE: The Housing Authority of the City of Santa Ana will explore opportunities for creating a homeownership program for Section 8 tenant households that graduate from its Family Self Sufficiency program. As envisioned, this program will provide mandatory homeownership preparation counseling services. Down payment assistance **will not** be funded by Section 8 rental assistance payments. The Authority and City will explore the use of other public/private resources such as HOME, local redevelopment, and other public/private home purchase resources.

2. Program Description:

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)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

AS A SECTION 8 ONLY AGENCY, THE HOUSING AUTHORITY OF THE CITY OF SANTA ANA IS EXEMPT FROM COMPLETING PART C OF THIS SECTION .

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

Yes No: Has the PHA has 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? DD/MM/YY

- The Housing Authority of the city of Santa Ana is currently discussing the terms of a potential MOU with the Orange County Social Services Agency (SSA) – the latter is responsible for administration of the TANF program in Orange County. The Housing Authority had initiated discussions with the SSA in anticipation of receiving “Welfare To Work” vouchers from HUD. The Authority did not receive these vouchers, however, the framework for program coordination has been developed. It is anticipated that an MOU between the Housing Authority and SSA will be executed prior to the implementation of this document (i.e., July 1, 2000).
- The Housing Authority of the City of Santa Ana is a member of the local Workforce Investment Board. Additionally, the Authority has completed an MOU with the Santa Ana Work Center to ensure that an Authority staff person is on site at the Work Center.

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)
 - All Santa Ana “Welfare To Work” program participants also complete an application for Section 8 rental assistance.

- The Housing Authority will designate CalWORKS “Welfare To Work” program participants as a local preference.
- Enhanced coordination of programs between the Housing Authority of the City of Santa Ana and the Orange County SSA. Enhanced coordination includes the following:
 - SSA will provide certification of “Welfare To Work” status.
 - Coordination will serve to minimize duplication of benefits (e.g., resources for emergency assistance, auto repairs, books, etc.).

B. Services and programs offered to residents and participants

(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)
 - Opportunities for participants to attend consumer credit, life skills, and other self-reliance educational programs.

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/specifi	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)

		c criteria/other)		
Workforce Investment Board (WBI) located at the Santa Ana One Stop Center 1000 Santa Ana Boulevard, Santa Ana, CA. (The WBI is responsible for implementation of the Federal Workforce Investment Act.)	150	Open to all Section 8 participants - a priority for Family Self Sufficiency program participants	Housing Authority main office will provide referral to WIB	Section 8 participants

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: 07/01/00)
Public Housing	NA	NA
Section 8	207	170

- 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

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.

AS A SECTION 8 ONLY AGENCY, THE HOUSING AUTHORITY OF THE CITY OF SANTA ANA IS EXEMPT FROM COMPLETING SECTION 13. Please skip to Section 14.

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 used 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)

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)

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)

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. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Please see the enclosed Civil Rights Certifications, which are included in the "Housing Authority of the City of Santa Ana Plan Certifications of Compliance with PHA Plans and Related Regulations."

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?
 - The latest Fiscal Audit of the Housing Authority of the City of Santa Ana was completed in 1998 and submitted to HUD in 1998.

1. Yes No: Were there any findings as the result of that audit?

2. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____

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.

AS A SECTION 8 ONLY AGENCY, THE HOUSING AUTHORITY OF THE CITY OF SANTA ANA IS EXEMPT FROM COMPLETING SECTION 17. PLEASE SKIP TO SECTION 18.

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?

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 (CA093b01) **Attachment 2**
- 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:
- Other: (list below)

NOTE: Section 8 program participant and Tenant Advisory Board recommendations have been incorporated into this document as **Attachment 2**. The Housing Authority of the City of Santa Ana staff will address the recommendations listed in **Attachment 2**, and to the extent feasible, and if within the control of the Authority, suggestions will be incorporated into the actions of the Authority to address goals. **Attachment 2** also includes a summary of Section 8 program participants' comments from surveys and public meetings.

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.)

➤ The Housing Authority of the City of Santa Ana is a Section 8 rental assistance program only. Responses to Question 3 below are not applicable.

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: (describe)

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 (section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

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:

- The Housing Authority if the City of Santa Ana is with the jurisdiction of the City of Santa Ana thus must be compliant with the City's Consolidated Plan. See **Attachment 3** for certification.

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.
- 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. (list below)
 - Expanding affordable housing opportunities for low- and very-low income households. Authority initiatives to be undertaken that support Consolidated Plan objectives include:
 - Rental assistance for low- and very-low income households experiencing housing problems (i.e., pay more than 30% of household income for rent and utilities).
 - Bonding authority as financial resource for preservation/expansion of affordable housing opportunities.
 - Use of rental assistance to assist with relocation of displaced households as a result of actions taken by the City's Community Development Agency.
 - Assist with the elimination of impediments to fair housing choice by providing access to affordable housing, direct referrals, educational materials and training to Section 8 landlords and tenants.
- Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

- The City of Santa Ana 2000-2004 Consolidated Plan provides numerous actions and commitments to assist with the implementation of the Housing Authority of the City of Santa Ana's Agency Plan including:
 - Resources to prepare and implement the Analysis for Impediments to Fair Housing Choice.
 - Provide other public resources to leverage Housing Authority resources, e.g., resources for rehabilitation of properties occupied by Section 8 tenants, funds for potential home buyer assistance, and staff resources for the efficient and effective administration of assisted housing funds.

D. Other Information Required by HUD

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

- HUD requires that the Housing Authority provide a definition of a "**substantial deviation**" from its Agency Plan. For the purpose of this Agency Plan, a substantial deviation is defined as the elimination of an

objective or activity identified in the one-year plan, unless deviation is a result of HUD regulatory requirements or lack of HUD resources.

- HUD requires that the Housing Authority provide a definition of a “**substantial amendment**” to its five-year and one-year Agency Plan. For the purpose of this Agency Plan, a substantial amendment is defined as a change resulting from any of the following actions:
 - Changes to rent or admissions policies or organization of waiting list, unless change results from HUD regulatory requirements.

- HUD requires that the Housing Authority provide a statement of its progress toward meeting its 5-year mission and goals. Since this is the first year of the Agency Plan, this statement is not applicable at this time. In future years this area will be utilized to discuss progress.

Attachments

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

Attachment 1 – Housing Authority of the City of Santa Ana Organizational Chart

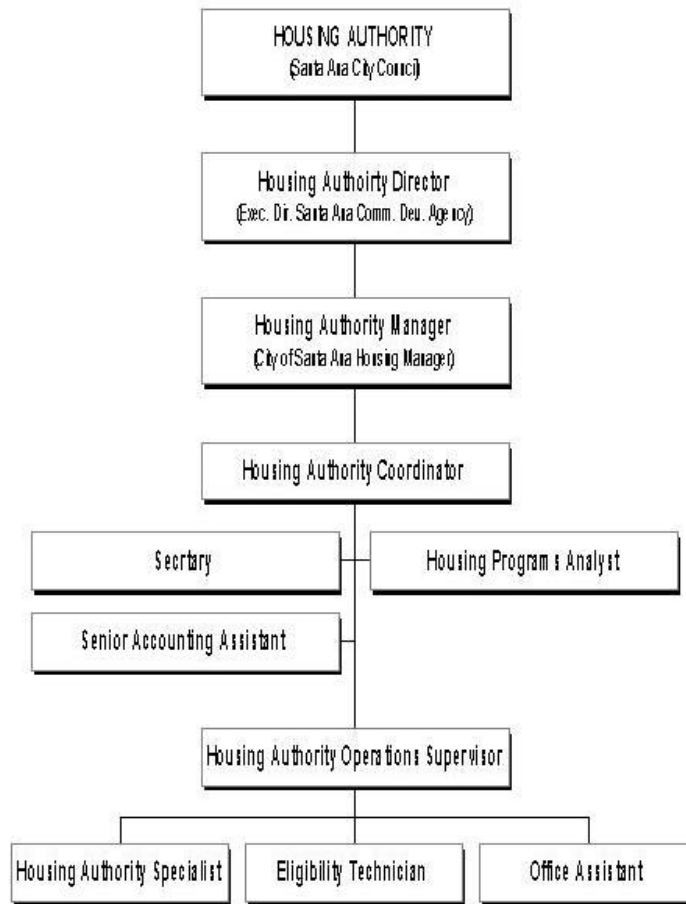
Attachment 2 – Recommendations of Resident Advisory Committee
and Housing Authority Responses to Recommendations (Includes
Section 8 program participants' survey & public meeting
comments)

Attachment 3 – Required Certifications

Attachment 4 – Proof of Publication

Attachment 1

HOUSING AUTHORITY OF THE CITY OF SANTA ANA ORGANIZATIONAL CHART



Attachment 2
Recommendations of Resident Advisory Committee
and Housing Authority Responses to Recommendations
Includes Section 8 program participants' survey & public meeting comments

As required, the Housing Authority of the City of Santa Ana (SAHA) has solicited recommendations for its programs from its Resident Advisory Committee. These recommendations and Housing Authority responses are delineated below.

- **Recommendation:** Consider the impact of new rent cap for owners/residents of mobile homes on rented land. Owner/residents are responsible for maintenance and improvements.
Response: The SAHA has requested 120% rent exception FMR from HUD to assist mobile home coach owners effected by the Housing Choice Voucher Program. HUD has not responded to the Authority's request. This request has been documented in this Plan.
- **Recommendation:** The elderly and persons with limited education should be provided assistance to complete forms and other documents related to housing assistance.
Response: The SAHA will refer applicants and program participants to the City's Corbin Community Center to receive assistance to complete housing assistance forms. Spanish and Vietnamese translation services are also available. Additionally, Cambodian Family will assist Cambodian speaking individuals.
- **Recommendation:** Provide a directory of organizations that provide food, clothes, shelter, etc. to people that are in need and mailed a copy or made it easy to obtain to the public and Section 8 participants.
Response: The SAHA will continue to provide copies of the Orange County Resource Directory for public review. Copies of the directory may be mailed upon request.
- **Recommendation:** Provide 2 bedroom houses for seniors with a live-in home care giver.
Response: Per the SAHA Administrative Plan, a two bedroom voucher is issued to any applicant or participant who has established a need for an in-home care provider via medical certification. The Administrative Plan is a supporting document for this Plan.
- **Recommendation:** The Santa Ana Housing Authority should provide six months of rental assistance to program participants when their income increases to the point where they are paying the full rent.
Response: Program regulations allow families to remain on the Section 8 program for six months after their portion of rent is equals the total rent amount (that is a 0 housing assistance payment). During this time, if income decreases, assistance will be reinstated.
- **Recommendation:** The SAHA should reevaluate some of its housing's rules. For example, Some program participants living in a two-bedroom apartment have been forced to move into a one- bedroom unit. In one case a 66 year old individual was forced to share a room with a 14 year old teenager.

Response: The SAHA's occupancy policy is two per bedroom. This policy allows the Authority to assist more families.

- **Recommendation:** Families with rental assistance are discriminated against most of the time. No one is willing to rent their apartment or house to people who receive rental assistance. The Housing Authority should have a program to address this type of discrimination.
Response: As part of the existing Section 8 rental assistance program, applicants and participants are provided information and referral resources for reporting all forms of housing discrimination. Providing these resources is an ongoing objective of this Plan.
- **Recommendation:** Provide a greater variety of rental listings from housing. The Authority should develop a program for those who want to better themselves by going to college and help these individuals buy their first home when they complete their education.
Response: The SAHA has a successful Family Self-Sufficiency program that is offered on a regular basis. Continued implementation of this program is delineated as an ongoing objective of this Plan.
- **Recommendation:** The Housing Authority should provide program participants with skills in finances, and possibly programs that assist families teach their children to be strong, prosperous adults.
Response: As delineated in this Plan, the SAHA will continue to offer workshops for Family Self-Sufficiency program participants and if space is available to other program participants. Workshops include how to establish good credit, homeownership opportunities, CPR/First Aide, gang prevention and drug awareness education.
- **Recommendation:** The Housing Authority should give people more time to find a place, not just 2 or 3 months. This is not enough time to find a home. Also, discrimination against people on Section 8 housing should be eliminated.
Response: The SAHA issues vouchers for 60 days and may extend this timeframe for an additional 60 days when requested. The SAHA is prepared to extend this timeframe for longer period for extenuating circumstances. These circumstances are delineated in this Plan. Response to discrimination is provided above.
- **Recommendation:** Tenants' responsibilities should be summarized and give out to all tenants.
Response: The SAHA explains in detail tenant responsibilities at all briefings and recertification interviews. Copies of program regulations are provided.
- **Recommendation:** Provide information on how to report or file a complaint when a tenant is discriminated against.
Response: All program applicants and participants are provided information and contact telephone numbers for the Fair Housing Council of Orange County and local legal aid organizations. These efforts are delineated as program goal in this Plan.
- **Recommendation:** The Housing Authority should allow visitors/relatives to stay for a longer period of time (2 weeks is not enough).

Response: The SAHA Administrative Plan allows visitors to stay a total of 30 calendar days per year. The Administrative Plan is a supporting document to this Plan.

- **Recommendation:** Many individuals are under impression that the Authority limits units to certain areas of Santa Ana, i.e., "bad areas." The Authority should consider rating neighborhoods.

Response: The SAHA sets no limits on areas where program participants can lease units. The Authority has established a mobility agreement with the County of Orange which greatly expands the geographic area to find housing units. The Authority also encourages program participants to screen areas before leasing a unit.

- **Recommendation:** Recommend ombudsman to assist tenants with housing issues.

Response: The SAHA has recently entered into a MOU with a non-profit to assist developmentally disabled with all aspects of the Section 8 program. As recommended, the Authority will seek to expand this program in order to assist persons with mental illness and the elderly.

- **Recommendation:** Publicize examples of Family Self-Sufficiency success stories.

Response: The SAHA will continue to share FSS success stories in its quarterly newsletter.

- **Recommendation:** Reports of fraud should be allowed to remain anonymous and should be investigated.

Response: The SAHA handles all fraud reports with confidentiality. Also, reports can remain anonymous. All reports are investigated to the best of the SAHA's abilities with current resources.

- **Recommendation:** Provide dates for future program input meetings well in advance.

Response: The Tenant Advisory Committee will meet on a quarterly basis. Members of the Committee have been informed of meetings that will be held in May, August and November 2000, which will be utilized to prepare the Annual Plan for the 2001-2002 Annual Plan. Meeting reminder notices will be provided.

Section 8 program participants' survey & public meeting comments

In January 2000, the Housing Authority of the City of Santa Ana mailed a survey to all Section 8 program participants. A total of 859 surveys were returned to the Authority for consideration and incorporation into this Agency Plan. Of these 859 surveys, 170 were from Spanish speaking program participants and 304 from Vietnamese speaking program participants. The listing below is a summary of comments received by the Authority from open ended survey questions.

SANTA ANA HOUSING AUTHORITY SURVEY COMMENTS (ENGLISH)

1. To verify and prevent abusing City's generosity.
2. Regarding New Cap on Owner/Resident of mobile homes on rented land. Did you consider the fact that we are responsible for all maintenance and improvements? I am facing a \$39 increase in my share of the rent which is going to be a hardship for me. I spent \$1,600 in 1998 having my MH painted and in 1999 \$400 for porch repair. Can give a list of further maintenance costs.
3. You need to make sure programs are for people in mobile home, house, apartment and RV and definitely who is the head of household that you give the program to. Also determine the payee not all the payees.
4. Waiting time for receiving housing assistance should be shorter.
5. Thank you very much to all the employees of Santa Ana Housing Authority and our government for helping me have a good place to live. By providing assistance to me, this really helps to eliminate my hardship, difficulties, and much suffering. In return for a small way, I will try to live life with honesty, much respect and avoid criminal activities of all forms.
6. Santa Ana Section 8 program is very helpful in every way. It has helped me with my living situation. Thank you very much.
7. More depth regarding each question should be provided for a more detailed response before taking any action. I oppose supporting those who have the ability to help themselves but choose not to. Just as I oppose support for those who contract diseases through illegal means. I also feel only LEGAL ALIENS should be allowed support. KEYWORD: LEGAL.
8. Not knowledgeable of existing programs for mentally disabled, developmentally disabled persons with substance addiction and persons with HIV/AIDS. Regarding question #7 (service programs for seniors) – Food maintenance programs for senior citizens. Need help replacing broken and worn out home appliances. Need help to meet required earthquake and flood insurance on bank secured loans – homes and mobile homes.
9. If I were in better health I would assist, but it is all I can do to take care of myself. Sorry.
10. I also think we the elderly or persons that haven't much schooling, should get some help from Housing to help us fill out papers that housing sends to us. Because sometimes it's hard for us to find someone to help us fill out the paper work. Thank you.
11. Time is of the essence. More workers are needed in order to provide PROMPT assistance. But I'm sure you all ready knew that.
12. It depends what kind of AIDS/HIV they have. If they were born with it or blood transfusion, yes.
13. It would be nice if the city had a directory of organizations that help to provide food, clothes, shelter, etc. to people that are in need and mailed a copy or made it easy to obtain to the Public and Section 8 participants.
14. Need to provide 2 bedroom houses for seniors with a live-in home care giver!
15. In response to question #5 regarding construction of more rental housing – Definitely
16. Thank you for hearing our voices! It's about time.
17. Santa Ana needs to provide people with age and compassion for seniors, and treat them like elderly and not like children. (2) The housing need to stop going up on the rent so often. We hardly have money left to live on.

18. Regarding #9 (Self-sufficiency programs) I am in the Family Self-Sufficiency Program but because my spouse makes too much money according to "JTPA" programs, I couldn't go to the school or program I wanted or needed. You also need child services!
19. There needs to be a program for homeless mothers with children. Emergency Housing should be available immediately. There are too many homeless families walking our Santa Ana streets. Children need stability!
20. More low-income housing is needed everywhere in Orange County.
21. Good program. Keep up the good work.
22. Santa Ana Housing and the city's "building and safety" ignores HUD guidelines in favor of property owners.
23. The Santa Ana Housing Authority should provide 6 months at least of extra help with rent when tenants begin paying full rent because of working and making over the limit so they can get on their feet before ripping the rug out from under.
24. Home security systems, renter's insurance through housing, to help renters on Section 8 help build their own low income homes; more fundamental schools and assistance for people who are trying to become self sufficient yet has to live with past mistakes. More seminars and workshops to get people involved with City of Santa Ana plans.
25. I just want to thank all of you for the help we have gotten from you. I would like to help out. I don't understand Tenant Advisory Committee. Please call me.
26. Santa Ana needs more transportation for seniors that comes to your house, not access but bus transportation to take you anywhere you need to go.
27. Your program helped me a lot and thank you for the help. (I know it's hard work that you people do for the people that need it.) So thanks to the program (you guys) very much for your help. I appreciate the programs help very much. Thank you (I am 60 years).
28. I disagree with some of housing's rules. For example, I lived in a two-bedroom apartment. The apartment went for sale, and I had to move out. I was forced by housing to move into a one bedroom. How much sense does it make to have a 66 year old share a room with a 14 year old teenager?
29. In all the years I have been with Section 8 I have always been treated with kindness by both my S.S. worker and the inspectors.
30. Families with rental assistance are discriminated against most of the time. The housing authority has no kind of program against this discrimination. No one is willing to rent their apartment or house to people who receive rental assistance.
31. There is a lot of negative feelings with managers as well as tenants who have dealt with Section 8 participants in the past, thus making it harder for newcomers as myself! There is a lot of discrimination.
32. My experience with the Housing Authority has been very positive. Personnel – all very helpful and nice. Rules seem fair enough and I feel very blessed to be part of this program.
33. Section 8 program is useful as independent house and also protect for the gang.
34. Santa Ana needs a program that provides government loans for low-income families to buy Santa Ana's many abandoned, boarded up homes.
35. Expand programs for persons with substance addiction – only if not on drugs and have been clean at least 6 months. In answer to Question 10 – not aware of discrimination.
36. Greater variety of rental listings from housing. Housing should try and make a program for those who want to better themselves by going to college for a good career. To help them buy their first home when they finish and succeed in their career and college.

37. I believe Section 8 should help low income families buy their first home and continue to help them pay for it as long as they meet the same standards and regulations as the do now being on HUD. Same rules apply!
38. My Landlady should do more to protect my car and other property!
39. I would like the City of Santa Ana Section 8 to help with organization skills in finances, and possibly programs that would assist families in areas of helping and teaching their children to be strong, prosperous adults.
40. The Housing Authority should send the Fair Hearing form along with the HAP program.
41. Under #3, persons with HIV/AIDS - + Cancer or the disabled from illness
42. I feel that the Housing should give people more time to find a place, not just 2 or 3 months. That is not enough time to find a home. Also, there should not be any discrimination of any kind for people on Section 8 Housing.
43. Housing should really consider the day to day expenses of their families with Housing, and widen the deductions or allowances that each family has. Like food, car insurance/repairs, child's recreation expenses (as they grow and change), etc.

TRANSLATION: VIETNAMESE

44. Allow renting from relatives.
45. I can't join the Tenant Advisory Committee because of old age and illness.
46. Tenants' responsibilities should be summarized and given out to all tenants.
47. Report change forms are helpful and should be given out more often.
48. What is the Tenant Advisory Committee?
49. Teenage girls and boys should have their own bedroom.
50. Create a program helping working tenants to buy their own homes.
51. The elderly and disabled should be given more priority in getting the assistance.
52. Allow higher rent to keep up with current rental market.
53. Give the homeless some kind of priority.
54. Drug addicted should be given a chance to normal life.
55. Shared room with relatives should be allowed, especially for the elderly.
56. The wait list is too long.
57. Put a time limit on the program – 10 years.
58. Five-year wait is too long, shorten to two or three years would be ideal.
59. Cannot join the Tenant Advisory Committee due to illness
60. House and re-train the drug and alcohol users.
61. Landlord should allow so many tenants in his unit.
62. Landlords should not be allowed to raise rent so many times in one year.
63. Allow older child his own bedroom.
64. FMR should be higher.
65. Landlords raise the rent too high in such a short time.
66. Thank you for assisting us.
67. My English is not good enough to serve the committee.
68. Housing recipients should be allowed to choose their own homes.
69. Instead of sending out employment verification, please allow tenant to submit his pay stubs (some employers discriminate against housing recipients).
70. Allow me to choose my own place.
71. Once housing assistance is given, the family should find work and get off welfare.
72. More low-income families should receive the assistance.

73. What is the Tenant Advisory Committee?
74. Families with children over 18 need to be monitored more carefully for fraud.
75. Increase rent to owner up to market rent only.
76. Rent increase is so high that family with fixed income ends up paying more.
77. It would be helpful if the City provided the ability to obtain a mortgage loan with low interest, so that low-income people can buy a home.

TRANSLATION: SPANISH

78. More recreation centers to divert the youth from gangs and educational programs for youth that have dropped out of school.
 79. Low Income Affordable rental housing.
 80. A program to help Section 8 tenants purchase a home while obtaining training/education to become self-sufficient.
 81. Help families purchase a home while maintaining low monthly payment.
 82. Information on how to report or file a complaint when a tenant is discriminated against.
 83. Investigate fraud complaints.
 84. Help the head of the household locate employment in order to move the household into self-sufficiency.
 85. Housing opportunities for the homeless.
 86. Programs to help the mentally disabled.
 87. Programs to help the chemically dependent.
 88. An educational program to help clients obtain better employment.
 89. Elderly care
 90. Compassionate housing staff; respect Section 8 tenant.
 91. Give preference to elderly and single household families.
 92. Inspections at more specific time.
 93. Stricter guidelines for owners to avoid discrimination of Section 8 tenants.
 94. Housing opportunities in better neighborhoods.
 95. I have a very important comment. To please staff responsible individuals to administer the housing program. Because in my case she does not understand my issues as she should. My worker does not make the necessary changes she does not give my case adequate attention, the same goes for the supervisor. The name of my worker is _____.
- Please do something about these individuals there are a lot of complaints.
- I am sending this additional note. The space on the previous page was not enough for my comment. With regard to my case, which is very serious issue because, I have been affected as far as my subsidy is concerned. I ask that if it is within your reach to help please do so. I make the necessary changes and my worker does not make the necessary adjustments even though I have the necessary paperwork to report the change. This worries me because I really need the assistance. I am a single mother. I have a daughter whom has a blood disease. I cannot work because I have to care for my daughter who is ill. I do not know what to do with this problem that I have. I would like my worker to change because she is not responsible with her work. I cannot understand. Other clients also complain about her. When I come into the office other staff are more willing to help. This is when I realize how bad my worker's service is. I would appreciate you looking into this. If you would like more information, please call me at (714) _____.

On February 12, 1999, the Housing Authority of the City of Santa Ana held an informal meeting with individuals interested in participating as a member of the Authority's Tenant Advisory Board. At this meeting, Section 8 program participants were asked to begin prioritization of housing needs. A summary of comments is provided below.

ENGLISH

1. Mobile home park rents are going up. Higher payment standards for mobile homes are needed.
2. Mobile home owners/landlords need to educate tenants as far as real costs to tenant.
3. Concern regarding rents going up for seniors/disabled
4. Mobile home population: Is there a limit on the number of people who are living there?
5. Concern regarding rent increases and when tenants can move.
6. Problems with owner/landlady regarding keys....entering unit without permission. Owner not cooperative.
7. Housing should allow visitors/relatives to stay for a longer period of time (2 weeks is not enough).
8. Under impression that Housing limits units to certain areas of Santa Ana. Allowing owners to list units in "bad areas". Why? Possible solution: rate the neighborhoods.
9. Concern about a "term limit" for being on the Section 8 Program.
10. For disabled: Once you are off program, what if they find they cannot make it after all in the work force? Possible "grace period" to allow for these situations.
11. Recommend ombudsman to assist tenants with housing issues.
12. Homeless: emergency housing needed
13. Why disqualify single persons? Income/expenses determine this
14. Grace period from time of termination (for disabled) should be extended. Same should apply to persons who voluntarily leave program.
15. Renew housing: What happens when (or if) you are out of town during renewal?
16. Review the re-exam process to make it easier.
17. Question regarding the procedure to add a live-in attendant.

VIETNAMESE

18. More Vietnamese workers
19. House is too hard to find.
20. Meeting location is hard to find.
21. Encourage housing participants to attend meeting at interview.
22. Meeting should be on Saturday. Buses not available after certain hours.
23. Better directions (map)
24. No meeting at Police Department or jail location.
25. Be clearer about purpose of meeting. Many don't know why they are called to the meeting.
26. Very exciting meeting. If letter stated the purpose of the meeting, it would attract more people.
27. Surprised that the housing participants are allowed to participate in making a difference in the way housing is run.

SPANISH

28. Are there examples of Family Self-Sufficiency success stories. Could they be publicized in the newsletter?
29. More communication required between tenants and housing program.
30. Recurring problems with repairs
31. Low income housing. Buying a home: some type of assistance to purchase home.
32. Education for managers/owners for program
33. Amount of paperwork for owners
34. Lack of interest for owner due to Housing Quality Standards
35. SAHA Specialist (staff) take responsibility
36. Drop off paperwork: Give date stamp
37. Provide a return receipt
38. No proof of dropping off
39. Communications with other programs to assist tenants with employers/programs
40. Classes for the physical incapacitated
41. Discrimination for aged
42. Report of fraud: Is it anonymous? Are questions asked and is it investigated?

On February 28, 2000, the Housing Authority of the City of Santa Ana's first of four Tenant Advisory Board meeting. The purpose of this meeting was to complete the "Housing Needs of Families in the Jurisdiction" table. Additionally, the following comments were provided for incorporation into this document.

ENGLISH

1. How do you get ahead? I graduated from high school and attended college. Currently a Certified Nursing Assistant but only earning \$7.25 per hour. How can I get additional training/education to get a better income when I work two jobs just to survive?

SPANISH

2. The group would like to have the dates of the future meetings well in advance.
3. The tenants appreciate the chance for them to communicate with us.
4. They would like to be involved in housing activities. How can they help?
5. What is planned for the future?
6. Concern that many tenants cannot read. Thankful for using Spanish.
7. Concern stated that the elderly need jobs.
8. Would like housing to help with home ownership programs.
9. Want to make sure that housing is for tenants that really need the help. Some tenants committing fraud.

VIETNAMESE

1. Market rent is too high
2. Housing Authority rent limits are too low.

**SANTA ANA HOUSING AUTHORITY
SURVEY OF PRIORITY HOUSING NEEDS**

Please return completed survey to the Housing Authority in the enclosed pre-paid envelope no later than **January 15, 2000**.

Name: (Optional): _____

1. How long have you received Section 8 Rental Assistance from the Housing Authority of the City of Santa Ana? _____
2. Would you like to assist the Housing Authority establish program goals by serving on a **Tenant Advisory Committee**? Yes [] No []

If **YES**, please provide your name, address & telephone number so we may call you with more information. _____

Place a [X] in the column that best represents your opinion.

	<u>STRONGLY AGREE</u>	<u>AGREE</u>	<u>DISAGREE</u>	<u>STRONGLY DISAGREE</u>	<u>No OPINION</u>
1. The City should expand programs that provide rental assistance to:					
➤ Low income persons/families	[]	[]	[]	[]	[]
➤ The elderly	[]	[]	[]	[]	[]
➤ The mentally disabled	[]	[]	[]	[]	[]
➤ The developmentally disabled	[]	[]	[]	[]	[]
➤ Persons with substance addiction	[]	[]	[]	[]	[]
➤ Persons with HIV/AIDS	[]	[]	[]	[]	[]
2. The City needs to provide funds to help households buy their first home.	[]	[]	[]	[]	[]
3. The City should encourage the construction of more rental housing.	[]	[]	[]	[]	[]
4. The City should provide programs that help prevent homelessness.	[]	[]	[]	[]	[]
5. Santa Ana needs more service programs for senior (example: transportation, health programs).	[]	[]	[]	[]	[]
6. Santa Ana needs more programs for youth (example: gang diversion, homework clubs, art appreciation programs).	[]	[]	[]	[]	[]
7. Santa Ana needs more programs to assist persons become self- sufficient (example: job training, job placement, financial counseling programs).	[]	[]	[]	[]	[]
8. There is a need to respond to complaints of housing discrimination in our community.	[]	[]	[]	[]	[]

Use this space to provide additional comments regarding the needs of Santa Ana's Section 8 program participants.

**SANTA ANA HOUSING AUTHORITY
SURVEY OF PRIORITY HOUSING NEEDS**

Total Responses: 859

- **385 English**
- **170 Spanish**
- **304 Vietnamese**

Total Comments 95

	Strongly Agree	Agree	Disagree	Strongly Disagree	No Option
The City should expand programs that provide rental assistance to:					
Low income persons/families	71.71%	24.56%	0.70%	0.23%	2.79%
The elderly	71.48%	23.75%	0.93%	0.35%	3.49%
The mentally disabled	59.49%	26.66%	3.61%	0.58%	9.66%
The developmentally disabled	56.23%	30.15%	2.68%	0.35%	10.59%
Persons with substance addiction	17.00%	20.61%	23.52%	12.57%	26.31%
Persons with HIV/AIDS	29.10%	28.52%	11.41%	4.66%	26.31%
The City needs to provide funds to help households buy their first home	45.05%	31.90%	6.98%	2.33%	13.74%
The City should encourage the construction of more rental housing	49.48%	38.88%	2.21%	1.05%	8.38%
The City should provide programs that help prevent homelessness	53.43%	37.60%	1.28%	0.47%	7.22%
Santa Ana needs more service programs for seniors (example: transportation, health programs)	60.77%	33.06%	0.47%	0.23%	5.47%
Santa Ana needs more programs for youth (example: gang diversion, homework clubs, art appreciation programs)	61.47%	30.85%	1.63%	0.58%	5.47%
Santa Ana needs more programs to assist persons to become self-sufficient (example: job training, job placement, financial counseling programs)	56.34%	35.97%	1.28%	0.47%	5.94%
There is a need to respond to complaints of housing discrimination in our community	45.87%	36.79%	3.84%	0.58%	12.92%

Attachment 3
Required Certifications

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

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

I, David N. Ream the City Manager certify that the Five Year and Annual PHA Plan of the
Housing Authority of the City of Santa Ana is consistent with the Consolidated Plan of the
City of Santa Ana prepared pursuant to 24 CFR Part 91.

Signed / Dated by Appropriate State or Local Official

Certification by State and Local Official of PHA Plans Consistency with the Consolidated Plan to Accompany the HUD 50075
OMB Approval No. 2577-0226
Expires 03/31/2002
(7/99)
Page 1 of 1

PHA Certifications of Compliance with the PHA Plans and Related Regulations Board Resolution to Accompany the PHA Plan

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year Plan and Annual Plan for PHA fiscal year beginning July 1, 2000, hereinafter referred to as the Plan of which this document is a part and make the following certifications and agreements with the Department of Housing Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
7. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's MTCS in an accurate, complete and timely manner (as specified in PIH Notice 99-2);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).

1. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
2. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
3. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low- or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
4. The PHA has submitted with the Plan a certification with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
5. The PHA has submitted with the Plan a certification with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.
6. For PHA Plan that includes a PHDEP Plan as specified in 24 CFR 761.21: The PHDEP Plan is consistent with and conforms to the "Plan Requirements" and "Grantee Performance Requirements" as specified in 24 CFR 761.21 and 761.23 respectively and the PHA will maintain and have available for review/inspection (at all times), records or documentation of the following:
 - Baseline law enforcement services for public housing developments assisted under the PHDEP plan;
 - Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15);
 - Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities;
 - Coordination with other law enforcement efforts;
 - Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and
 - All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan.
7. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
8. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
9. The PHA will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.
10. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
11. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
12. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
13. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments.).
14. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.

1. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and attachments at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.

Housing Authority of the City of Santa Ana
PHA Name

CA093
PHA Number

Signed/Dated by PHA Board Chair or other authorized PHA official

Attachment 4

Proof of Publication

THE ORANGE COUNTY Register

625 N. Grand Ave., Santa Ana, CA 92701

PROOF OF PUBLICATION

(2015.5 C.C.P.)

STATE OF CALIFORNIA,)
) ss.
County of Orange,)

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of twenty one years, and not a party to or interested in the above entitled matter. I am the principal clerk of the printer of The Orange County Register, a newspaper of general circulation, published in the city of Santa Ana, County of Orange, and which newspaper has been adjudged to be a newspaper of general circulation by the Superior Court of the County of Orange, State of California, under the date of November 19, 1905, Case No. A-21046 that the notice, of which the annexed is a true printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

January 22, 2000

"I certify (or declare) under the penalty of perjury under the laws of the State of California that the foregoing is true and correct":

Date January 22, 2000

Julie Stannard
Signature

PROOF OF PUBLICATION

This space is for the County Clerk's Filing Stamp

Proof of Publication of

PUBLIC NOTICE

NOTICE OF PUBLIC HEARING TO BE HELD BY THE HOUSING AND HOUSING DEVELOPMENT COMMISSION OF THE CITY OF SANTA ANA ON THE PROPOSED SUBMISSION AND ADOPTION OF HOUSING AUTHORITY AND HOUSING PLAN AND ONE-YEAR PLAN.

NOTICE IS HEREBY GIVEN that the Housing and Housing Development Commission of the City of Santa Ana will hold a public hearing on March 7, 2000 at 1:00 p.m. at the City Council Chambers, 22 Civic Center Plaza, Santa Ana, California 92701, pursuant to the proposed submission of the housing authority five (5) one-year plans. The Housing Authority of the City of Santa Ana is required to hold a public hearing to discuss the benefits and the impact prior to their submission to the U.S. Department of Housing and Urban Development (HUD). A minimum of 21 days notice of this public hearing is required by law.

Pursuant to the County Housing and Home Responsibility Act of 1978, (Public Law 95-616), the Housing Authority of the City of Santa Ana is required to prepare a five-year and one-year approved plan. These plans are intended to make the Authority's mission for serving the greater housing needs of low-income and very low-income families. In addition, these plans will identify the housing authority's strategy for addressing those needs. The five-year plan described the mission of the housing authority and its long-range goals and objectives.

The one-year plan, which provides details about the housing authority's immediate operations, program, budget, and services, and the authority's strategy for housing operations, concerns, needs, and program activities for the planning fiscal year both plans examine long-range and short-range strategies to address low cost needs.

Additionally, a draft of the five-year plan, the annual plan, and supporting documentation, are available for public review beginning January 20, 2000 at the office of the Housing Authority of the City of Santa Ana located in Santa Ana City Hall, 22 Civic Center Plaza, 2nd floor during regular business hours between 8:00 a.m. and 5:00 p.m., Monday through Friday and in the Santa Ana Central Library, located at 26 Civic Center Plaza, Santa Ana, California. The draft is subject to compilation with the regulations published on October 25, 1999 and will be modified to meet any subsequent change in regulations as published by HUD. Written comments on the plan may be submitted to the Housing Authority of the City of Santa Ana, Attention: Urban Planner, 22 Civic Center Plaza, Santa Ana, CA 92702 on or before March 7, 2000.

Any and all interested persons and parties are invited to attend the public hearing, express their views and comments. Additional information may also be obtained by calling the Housing Authority of the City of Santa Ana at 714-441-2200.

Suburb: Orange County Register