

U.S.DepartmentofHousingandUrbanDevelopment
OfficeofPublicandIndianHousing

PHAPlans

5YearPlanforFiscalYears2000 -2004
AnnualPlanforFiscalYear2003

**NOTE:THISPHAPLANSTEMPLATE(HUD50075)ISTOBE COMPLETEDIN
ACCORDANCEWITHINSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**

**PHA Plan
Agency Identification**

PHAName: CITYOFPASADENA

PHANumber: TX440

PHAFiscalYearBeginning:(mm/yyyy) 10/2003

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
- PHA development management offices
- PHA local offices

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
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below)

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

- Main business office of the PHA
- PHA development management offices
- Other (list below)

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

A. 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 PHA 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: (state mission here)

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHA 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 EN COURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS .** (Quantifiable measures would include target such as: numbers of families served or PHAS scores achieved.) PHA should identify these measures in the space to the right of or below the stated objectives.

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the equality of assisted housing
Objectives:
- Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:
 - Concentrate one effort to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:

- Provide replacement public housing:
- Provide replacement vouchers:
- Other:(list below)

PHA Goal: Increase assisted housing choices

Objectives:

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

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)

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

PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other:(list below)

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:
 - 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:
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - Other: (list below)

Other PHA Goals and Objectives: (list below)

1. PHA Goal: Ensure access to sound rental housing units for a fair and affordable price.

Objectives:

- a. Inspect all units according to HQS guidelines at the time of admission to the Section 8 Rental Assistance Program.
- b. Conduct special inspections based on complaints by the prospective or existing tenant.
- c. Conduct rent surveys to determine the rents of Section 8 units as well as other sound units within Pasadena.

2. PHA Goal: Lower the rate of delinquent and non-compliant recertification to a rate of 8% or lower.

- a. Send letters to participants at least 60 days prior to their recertification dates.
- b. Terminate contracts within 30 days of the recertification date for participants who are not in compliance with recertification requirements.

3. PHA Goal: Improve the reporting rate and accuracy of participant information.

- a. Gather and enter into database all required information from Section 8 recipients admitted into the program or recertified in the program within 30 days after admission or recertification.

4. PHA Goal: Improve successful exit of participants from subsidized housing to independent housing through involvement in Family Self-Sufficiency program and the programs of other providers.

- a. Expand involvement in the Family Self-Sufficiency program until required goal of 31 families is met.
- b. Continue to work in concert with other providers such as San Jacinto College to assist in enrolling at least 5 more families per quarter into other education, job training, life skill training, parenting and/or homeownership classes.

AnnualPHAPlan
PHAFiscalYear2003
[24CFRPart903.7]

i. AnnualPlanType:

SelectwhichtypeofAnnua IPlanthePHAwillsubmit.

StandardPlan

StreamlinedPlan:

- HighPerformingPHA**
 SmallAgency(<250PublicHousingUnits)
 AdministeringSection8Only

TroubledAgencyPlan

ii. ExecutiveSummaryoftheAnnualPHAPlan

[24CFRPart903.79(r)]

ProvideabriefoverviewoftheinformationintheAnnualPlan,includinghighlightsofmajorinitiatives anddiscretionarypolicies,thePHAhasincludedintheAnnualPlan.

The main initiatives of the Annual PHA Plan for the City of Pasadena, Texas Section 8 Rental Assistance Program include the reduction of the number of families on the Section 8 waiting list, a reduction in the number of delinquent or non-compliant recertifications, and improvement in the quality and timeliness of services provided to Section 8 recipients.

- 1. HousingNeeds: TheCityofPasadenahasashortageofsoundhousingaffordable totheextremelylow,verylow,andlowincomefamilies,individualswith disabilities andtheelderly. Therearecurrently1056Section8vouchersassignedtotheCity ofPasadena.Thereisawaitinglistof2400forSection8housing.**

Currently,rentsinPasadenaforthemajorityoftheapartment complexesrangefrom\$360-\$485permonthforaone-bedroom, no utilitiesincluded;\$475-\$690foratwo-bedroom, noutilitiesincluded; and\$595-\$865forathree-bedroom, noutilitiesincluded. Sm all complexesandsinglefamilyhomesarerentingforanaverageof \$400foraone-bedroom,\$525foratwo-bedroomand\$740fora three-bedroom, noutilitiesincluded.Fiveapartmentcomplexes havefour-bedroomapartmentsforanaverageof\$825,notincluding utilities.Thefairmarketrents(FMRs)forPasadenaare\$578fora one-bedroom,\$747fortwo-bedroom,\$1042forathree-bedroomand \$1227forafour-bedroom.TheseFMRsinclud utilities.The reare unitsavailableatpriceswellbelowtheFMR;mostmaybeolderand notaswellmaintained.

- 2. FundingSources: TheCityofPasadenareceived\$4,848,700forFY-2002inannual contributions for Section 8 Tenant-Based Assistance. No other funds were received.**

3. **PHA Policies:** The City of Pasadena adheres to the HUD policies, including screening Section 8 Rental Assistance applicants for criminal and drug -related activity through the Texas Department of Public Safety. The City of Pasadena does give extensions to the standard 60 -day period for searching for a unit. The City of Pasadena maintains a waiting list for Section 8 assistance and targets the lowest incoming - those earning less than 30% of the area’s median income - for inclusion in the program. However, the City does not plan to exceed the federal targeting requirements of 75% at or below 30% of the median income. The City of Pasadena gives admission preferences to those who are involuntarily displaced, victims of domestic violence, homeless, living in substandard housing, have a high rent burden, individuals who work within the city limits of Pasadena or live within the city but are unable to work due to age or disability. Applicants with equal preference status are selected based on date and time of applications.

4. **Community Service and Self -Sufficiency Programs:** The City of Pasadena provides a limited Family Self -Sufficiency (FSS) program for Section 8 recipients. There are currently six participants in the FSS program. The current FSS Plan addresses the steps the City will undertake to achieve a program size of at least 31. Various educational and social service providers work with the City of Pasadena to provide supportive services, including adult education and job training for Section 8 recipients.

Professional case management will be the most important incentive that the City of Pasadena can offer its residents enrolled in self -sufficiency program. This case management will ensure that each FSS participant has knowledge of and access to the myriad of supportive services available to move the family from subsidies to self - sufficiency.

5. The City of Pasadena Housing Staff will continue to strive for improvement in the interviewing, processing and case management of its Section 8 participants.

iii. Annual Plan Table of Contents

[24CFR Part 903.79(r)]

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

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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 filename in parentheses in the space to the right of the title.

Required Attachments:

- Admissions Policy for Deconcentration
- FY2000 Capital Fund Program Annual Statement
- Most recent board - approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY2000 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
YES	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
YES	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
YES	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	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdiction to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	
YES	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
YES	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources;
NO	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	
YES	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
NO	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA Board certification 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	
NO	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A&O Policy	
NO	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A&O Policy	
YES	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
NO	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	
NO	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A&O Policy	
YES	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8	Annual Plan: Grievance Procedures

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	Administrative Plan	
NO	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	
NO	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	
NO	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	
NO	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	
NO	Approved or submitted applications for demolition and/or disposition of public housing	
NO	Approved or submitted applications for designation of public housing (Designated Housing Plans)	
NO	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	
NO	Approved or submitted public housing home ownership programs/plans	
NO	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	
NO	Any cooperative agreement between the PHA and the TANF agency	
YES	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self -Sufficiency
NO	Most recent self -sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	
NO	The most recent Public Housing Drug Elimination Program (PHDEP) semi -annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	
YES	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
NO	Troubled PHAs: MOA/Recovery Plan	
NO	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1.StatementofHousingNeeds

[24CFRPart903.79(a)]

A.HousingNeedsofFamiliesintheJurisdiction/sServedbythePHA

BasedupontheinformationcontainedintheConsolidatedPlan/sapplicabletothejurisdiction,and/or otherdataavailabletothePHA,provideastatementofthehousingneedsinthejurisdictionby completingthefollowingtable.Inthe“Overall”Needscolumn,providetheestimatednumberofrenter familiesthathavehousingneeds.Fortheremainingcharacteristics,ratetheimpactofthatfactoronthe housingneedsforeachfamilytype,from1to5,with1being“noimpact”and5being“severeimpact.” UseN/AtoindicatehatnoinformationisavailableuponwhichthePHAcannmakethisassessment.

HousingNeedsofFamiliesintheJurisdiction byFamilyType							
FamilyType	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income<=30% ofAMI	3,961	5	5	5	3	3	2
Income>30%but <=50%ofAMI	3,213	4	5	5	3	3	2
Income>50%but <80%ofAMI	5,135	3	4	3	3	5	2
Elderly	1,511	5	5	4	5	1	5
Familieswith Disabilities	1,269	4	5	4	5	1	5
AfricanAmerican	180	N/A	2	2	3	2	2
Asian/PI	197	N/A	2	N/A	3	2	2
Hispanic	5,543	N/A	3	5	3	3	2
NativeAmerican	140	N/A	2	N/A	3	1	2
Anglo/Other	14,325	N/A	4	4	3	3	2

*Theserepresentallhouseholds,notjustfamilyhouseholds

WhatsourcesofinformationdidthePHAusetoconduct thisanalysis?(Checkallthat apply;allmaterialsmustbemadeavailableforpublicinspection.)

- ConsolidatedPlanoftheJurisdiction/s
Indicateyear:2000
- U.S.Censusdata:theComprehensiveHousingAffordabilityStrategy
 (“CHAS”)dataset
- AmericanHousingSurveydata
Indicateyear:
- Otherhousingmarketstudy
Indicateyear:
- Othersources:(listandind icateyearofinformation)

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.

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	2385		180
Extremely low income <= 30% AMI	2228	93	
Very low income (> 30% but <= 50% AMI)	157	7	
Low income (> 50% but < 80% AMI)	0	0	
Families with Children	2083	87	
Elderly families	305	13	
Families with Disabilities	225	9	
African American	718	30	
Asian/PI	39	2	
Hispanic	1126	47	
Native American	8	0	
Anglo/Other	494	21	
Characteristics by Bedroom Size			

Housing Needs of Families on the Waiting List			
(Public Housing Only)			
1BR			
2BR			
3BR			
4BR			
5BR			
5+BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? 6 Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families on the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input 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.

(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 financed 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 -uprates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease -uprates 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 voucher 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 voucher targeted to families with disabilities, should they become available
- Affirmatively market to local non -profit agencies that assist families with disabilities
- Other: (list below)

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty/minority concentrations
- Other: (list below)

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

(2) Reasons for Selecting Strategies

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[24CFR Part 903.79(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 support services, Section 8 tenant-based assistance, Section 8 support services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund		
c) HOPEVI Revitalization		
d) HOPEVI Demolition		
e) Annual Contributions for Section 8 Tenant -Based Assistance	\$6,008,267	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self - Sufficiency Grants		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income		
4. Other income (list below)		
4. Non -federal sources (list below)		
Total resources	\$6,007,267	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24CFR Part 903.79(c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (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 plan 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 lists 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 transfer 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 points 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

Highrentburden

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

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug -related activity only to the extent required by law or regulation
- Criminal and drug -related activity, more extensively than required by law or regulation
- More general screening than criminal and drug -related activity (list factors below)
- Other (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)

(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)

(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: As needed, when requested in writing with explanation for requesting extension.

(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 of 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**)

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
- Household that contribute to meeting income goals (broad range of incomes)
- Household 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)

Families residing within the City limits of Pasadena displaced by Governmental action

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 points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Families residing within City limits of Pasadena displaced by governmental action

3 Date and Time

Former Federal preferences

- 2 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 2 Victims of domestic violence
- 2 Substandard housing
- 2 Homelessness
- 2 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 your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Household that contribute to meeting income goals (broad range of incomes)
- Household 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. 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.IfthePHAplanstoemploypreferencesfor“residentstwholiveand/orworkinthe jurisdiction”(selectone)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6.Relationshipofpreferencestoincome targeting requirements:(selectone)

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

(5)SpecialPurposeSection8AssistancePrograms

a.Inwhichdocumentsorotherreferencematerialsarethepoliciesgoverning eligibility,selection,andadmissionstoanyspecial -purpose section8 program administeredbythePHAcontained?(selectallthatapply)

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

b. HowdoesthePHAannouncetheavailabilityofanyspecial -purpose section8 programstothe public?

- Through published notices
- Other (list below)

As needed through published notices or when announced or notified by HUD

4.PHARentDeterminationPolicies

[24CFR Part 903.79(d)]

A.PublicHousing

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

(1)IncomeBasedRentPolicies

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:

- Forhouseholdheads
- Forotherfamilymembers
- Fortransportationexpenses
- Forthenon -reimbursedmedicalexpensesofnon -disabledornon -elderly families
- Other(describellow)

e.Ceilingrents

1. Doyouhaveceilingrents?(rentssetatalevellowerthan30%ofadjustedincome)
(selectone)

- Yesforalldevelopments
- Yesbutonlyforsomededevelopments
- No

2. Forwhichkindsofdevelopmentsareceilingrentsinplace?(selectallthatapply)

- Forallddevelopments
- Forallgeneraloccupancydevelopments(notelderlyordisabledorelderly only)
- Forspecifiedgeneraloccupancydevelopments
- Forcertainpartsofdevelopments;e.g.,thehigh -riseportion
- Forcertainsizeunits;e.g.,largerbedroomsizes
- Other(listbelow)

3. Selectthespaceorspacesthatbestdescribehowsyouarriveatceilingrents(select allthatapply)

- Marketcomparabilitystudy
- Fairmarketrents(FMR)
- 95thpercentilerents
- 75percentofoperatingcosts
- 100percentofoperatingcostsforgeneraloccupancy(family)developments
- Operatingcostsplusdebtsservice
- The“rentalvalue”oftheunit
- Other(listbelow)

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
- Anytime the family experiences an income increase
- Anytime 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).**

(1) Payment Standards

Describe the voucher payment standards and policies .

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

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

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

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

- Annually
- Other (list below)
At least annually, or as needed

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)

(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)

1. Families who have lost eligibility for or are awaiting eligibility determination for a Federal, State or local assistance program.

2. Families who would be evicted as a result of the imposition of the minimum rent requirement.
3. Families with incomes that have decreased because of changed circumstances, including loss of employment.
4. Families where a death in the family has occurred.
5. Other circumstances as determined by Pasadena Housing Agency or HUD

5. Operations and Management

[24CFR Part 903.79(e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

The City of Pasadena does not have a Public Housing Authority or public housing developments. The Planning Department oversees the Housing Division, which operates the Section 8 Housing Choice Voucher Program, providing tenant-based rental assistance to eligible individuals and families. The Housing Division has been providing Section 8 certificates since 1978, and now manages 1056 vouchers. There is no oversight board for the Housing Program, and the administrator reports to the Director of Planning, who, in turn, reports to the Assistant to the Mayor for Planning and Development and to the Mayor of the City of Pasadena. The Planning Department also manages the Community Development Block Grant and HOME programs under a Community Development Administrator. The CDA Administrator works closely with the Housing Administrator.

The Housing Office is an active participant in the Neighborhood Area Providers—a council of area housing, social services and support agencies that meets monthly to discuss issues, propose solutions and share programs. Since the Housing and Community Development programs are both under the Planning Department, the two work in concert to address the housing and supportive housing needs of the low-to-moderate income residents. There is regular collaboration and interaction to ensure that the programs of the two divisions are not duplicative and fill the gaps in services and housing.

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing		

Section 8 Vouchers	1056	180
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs (list individually)		

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.

(1) Public Housing Maintenance and Management: (list below)
Not applicable/Section 8 provider only

(2) Section 8 Management: (list below)
PHA Administrative Plan
HUD HQS Inspection Book
HUD Guidelines/Regulations

6. PHA Grievance Procedures

[24 CFR Part 903.79(f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

2. Which PHA offices should residents or applicants stop 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:
See Chapter 19 of PHA Administrative Plan

2. Which PHA offices should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- PHA main administrative office
- Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.79(g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program 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 there)

(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 CF Optional 5 Year Action Plan from the Table Library and insert here)

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

Applicability of sub -component 7B: All PHAs administering public housing. Identify any approved HOPEVI 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 HOPEVI 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 HOPEVI 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 Plans 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 HOPEVI Revitalization grant in the Plan year?

If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed -financed 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

[24CFR Part 903.79(h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description	
1a. Development name:	
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: (DD/MM/YY)	
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 and Families with Disabilities

[24CFR Part 903.79(i)]

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

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by 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 as 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)	

<p>5. If approved, will this designation constitute a (select one)</p> <p><input type="checkbox"/> New Designation Plan</p> <p><input type="checkbox"/> Revision of a previously -approved Designation Plan?</p>
<p>6. Number of units affected:</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development</p> <p><input type="checkbox"/> Total development</p>

10. Conversion of Public Housing to Tenant -Based Assistance

[24CFR Part 903.79(j)]

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

A. Assessment of Reasonable Revitalization Pursuant to section 202 of the HUD FY1996 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 FY1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete 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
<p>1a. Development name:</p> <p>1b. Development (project) number:</p>
<p>2. What is the status of the required assessment?</p> <p><input type="checkbox"/> Assessment underway</p> <p><input type="checkbox"/> Assessment results submitted to HUD</p> <p><input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question)</p> <p><input type="checkbox"/> Other (explain below)</p>
<p>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.)</p>

4. Status of Conversion Plan (select the statement that best describes the current status)

- Conversion Plan in development
- Conversion Plan submitted to HUD on: (DD/MM/YYYY)
- Conversion Plan approved by HUD on: (DD/MM/YYYY)
- Activities pursuant to HUD - approved Conversion Plan underway

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

- Units addressed in a pending or approved demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI revitalization plan (date submitted or approved: _____)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[24CFR Part 903.79(k)]

A. Public Housing

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

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S.

Housing Act of 1937 (42 U.S.C. 1437z -4). (If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

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

[24CFR Part 903.79(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.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

Yes No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target support 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

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 programsto eligible families
- Jointly administer programs

- PartnertoadministeraHUDWelfare -to-Workvoucherprogram
- Jointadminist rationofotherdemonstrationprogram
- Other(describe)

B. Servicesandprogramsofferedtoresidentsandparticipants

(1)General

a.Self -SufficiencyPolicies

Which,ifanyofthefollowingdiscretionarypolicieswillthePHAemployto enhance theeconomicandsocialself -sufficiencyofassistedfamiliesinthe followingareas?(selectallthatapply)

- Publichousingrentdeterminationpolicies
- Publichousingadmissionspolicies
- Section8admissionspolicies
- Preferenceinadmissiontosection8forcertainpublichousingfamilies
- Preferencesforfamiliesworkingorengagingintrainingoreducation programsfornon -housingprogramsoperatedorcoordinatedbythe PHA
- Preference/eligibilityforpublichousinghomeownershipoption participation
- Preference/eligibilityforsection8homeownershipoptionparticipation
- Otherpolicies(listbelow)

b.EconomicandSocialself -sufficiencyprograms

- Yes No: DoesthePHAcoordinate,promoteorprovideany programstoenhancetheeconomicandsocialself - sufficiencyofresidents?(If“yes”,completethefollowing table;if“no”skiptosub -component2,FamilySelf SufficiencyPrograms.Thepositionofthetablemaybe alteredtofacilitateitsuse.)

ServicesandPrograms				
ProgramName&Description (includinglocation,ifappropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (developmentoffice/ PHAmainoffice/ otherprovidername)	Eligibility (publichousingor section8 participantsor both)

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2003 Estimate)	Actual Number of Participants (As of: 05/15/03)
Public Housing		
Section 8	31	6

- 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.ReservedforCommunityServiceRequirementpursuanttosection12(c)of theU.S.HousingActof1937

13.PHASafetyandCrimePreventionMeasures

[24CFRPart903.79(m)]

ExemptionsfromComponent13:HighperformingandsmallPHAsnotparticipatinginP Section8OnlyPHAsmaykiptocomponent15.HighPerformingandsmallPHAsatare participatinginPHDEPandaesubmittingaPHDEPPlanwiththisPHAPlanmaykiptosub componentD.	HDEPand -
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A.Needformeasurestoensurethesafetyofpublichousingresidents

1.Describetheneedformeasurestoensurethesafetyofpublichousingresidents
(selectallthatapply)

- Highincidenceofviolentand/or drug -relatedcrimeinsomeorallofthePHA's developments
- Highincidenceofviolentand/or drug -relatedcrimeintheareassurroundingor adjacenttothePHA'sdevelopments
- Residentsfearfulfortheirsafetyand/orthesafetyoftheirchildren
- Observedlower -levelcrime,vandalismand/orgraffiti
- Peopleonwaitinglistunwillingtomoveintooneormoredevelopmentsdueto perceivedand/oractuallevelsofviolentand/or drug -relatedcrime
- Other(describellow)

2.Whatinformationordata didthePHAusedtodeterminetheneedforPHAactions toimprovesafetyofresidents(selectallthatapply).

- Safetyandsecuritysurveyofresidents
- Analysisofcrimestatisticsovertimeforcrimescommitted“inandaround” publichousingauthority
- Analysisofcosttrendsovertimeforrepairofvandalismandremovalofgraffiti
- Residentreports
- PHAemployeereports
- Policereports
- Demonstrable,quantifiablesuccesswithpreviousorongoinganticrime/anti drugprograms
- Other(describellow)

3.Whichdevelopmentsaremostaffected?(listbelow)

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

1. List the crime prevention activities the PHA has undertaken or plan 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

PHA eligible for FY2000 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 FY2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: ____)

14. RESERVED FOR PET POLICY

[24CFR Part 903.79(n)]

15. Civil Rights Certifications

[24CFR Part 903.79(o)]

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

16. Fiscal Audit

[24CFR Part 903.79(p)]

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

[24CFR Part 903.79(q)]

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

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

3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24CFR Part 903.79(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 (Filename)
- 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)

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

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

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- Other: (list below)

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

The following priorities and strategies related to public housing and its residents have been taken directly from the Year 2000 Consolidated Plan:

Priority: High

OVERALL HIGH -PRIORITY OBJECTIVE: *To expand the supply of safe, decent, and affordable rental housing for extremely low -, very low -and low -income persons.*

ANALYSIS: Based on the 1990 Census, 3,129 extremely low -income, 2,024 very low -income, and 565 low -income renters were paying more than 30% of their income in rent and 7,488 were living in rental housing that had some degree of housing problems. There is currently a waiting list of 189 for Section 8 vouchers. As a result, there is a need for at least 5,700 units of safe, decent and affordable rental housing for extremely low -, very low - and low-income residents in Pasadena.

STRATEGY DEVELOPMENT: Many Pasadena residents cannot afford to buy a home or to rent quality housing in the open market. As a result, it is critical that safe, decent affordable housing be provided to these residents. The Planning Department is committed to assisting local agencies and developers in the development of rental housing for the extremely low -, very low -and low income residents.

Strategy 1: Promote and stimulate funding for rental assistance programs by other agencies and nonprofits with particular emphasis on rental assistance to the elderly, disabled and large families

Description:

The City of Pasadena will encourage agencies to apply locally and to the State of Texas for HOME funds, City of Houston as manager of the entire County's HOPWA program, as well as directly to HUD (HOPWA, Section 202, Section 811, Shelter+ Care, Permanent Supportive Housing for the Disabled) and foundation to support rental assistance programs to supplement the Section 8 program. Additionally, the City will encourage agencies serving the homeless to expand their emergency rental assistance and transitional housing programs.

Target Group:

Extremely low - and very low -income renters, with emphasis on large families and the elderly; and the homeless or marginally homeless, including the elderly, mentally disabled, physically disabled and people living with HIV/AIDS

Measurable Strategic Objective:

To provide technical assistance and information to agencies to facilitate the successful application for 60 units of rental assistance funds during the next 3 years

Priority: High

OVERALL HIGH -PRIORITY OBJECTIVE: *To identify and eliminate barriers to affordable housing and impediments to fair housing.*

ANALYSIS: The City of Pasadena has reviewed its public policies to determine their impact on affordable housing. The City found that there were no policies that contributed to the concentration of racial/ethnic minorities and no city building codes or ordinances that would limit the development or improvement of affordable housing in Pasadena. In addition, the City has conducted an analysis of impediments to fair housing choice and developed a Fair Housing Plan that includes appropriate actions to remedy any impediments identified. Complaints regarding Fair Housing issues can be made to the Planning Department.

While public policies do not impede affordable housing and fair housing choice, the private marketplace coupled with limited available land results in higher -than-average housing costs. The 1990 Census reports that 76 percent of household earning 30 percent of the area median are cost burdened and 57 percent of household earning 50 percent or less of the area median are cost burdened. Even with a tenant -based rental subsidy, low -income households have difficulty finding affordable units on the open market.

The Fair Market Rents (FMR) for Harris County exceeds the affordable rents listed above by a significant amount. The rents for newer units in more desirable neighborhoods are even higher.

STRATEGY DEVELOPMENT: A combination of the City of Pasadena's housing programs and other nonprofit housing providers, coupled with economic development income-enhancing programs, are committed to reducing the economic barrier to housing choice. The City of Pasadena will conduct fair housing workshops and CDBG funding is dependent upon compliance with fair housing regulations.

Strategy 1: Encourage and assist in the development of more affordable rental units of varying style, location and size to provide housing choice for the low -income

Description:

The City of Pasadena will encourage agencies to apply locally and to the State of Texas for HOME funds, Houston/Harris County for HOPWA, as well as directly to HUD (HOPWA, Section 202, Section 811, Shelter + Care, Permanent Supportive Housing for the Disabled) and foundations to support rental assistance programs to supplement the Section 8 program. Additionally, the City will encourage agencies serving the homeless to expand their emergency rental assistance and transitional housing programs.

Target Group:

Low-income renters

Measurable Strategic Objective:

To provide technical assistance to agencies for the successful application of funds for 60 units of rental assisted housing for the disabled and other special populations

<p>Strategy 2: Encourage and assist in the development of more affordable units of varying style, location and size for homeownership to provide housing choice for the low- to moderate-income</p>	<p>Description: The City of Pasadena will assist CHDOs and nonprofit housing developers in securing State and City HOME funds for first-time homebuyer assistance and will work with developers in securing affordable lots and constructing affordable housing.</p> <p>Target Group: Low- to moderate -income renters seeking homeownership opportunities</p> <p>Measurable Strategic Objective: To assist CHDOs and other nonprofit developers in securing HOME funds for assistance to 42 first -time homebuyers during the next 3 years</p>
<p>Strategy 3: Continue receiving/monitoring fair housing complaints and conducting fair housing education in accordance with the city's 1996 fair housing plan</p>	<p>Description: The City of Pasadena Planning Department is the designated Fair Housing Office. The City, in accordance with its 1996 Fair Housing Plan, provides fair housing education to the general public and receives complaints of fair housing violations. Additionally, the City requires that all housing providers to inform prospective tenants and homebuyers of fair housing rights. The City of Pasadena posts the HUD Fair Housing toll - free hotline number and periodically includes public service announcements in the general -circulation newspaper.</p> <p>Target Group: All residents of the City of Pasadena</p> <p>Measurable Strategic Objective: To conduct fair housing education at least semi -annually through newspaper advertisements, flyers in public places and workshops while monitoring 100% of all fair housing complaints filed</p>

Priority: High

OVERALL HIGH -PRIORITY OBJECTIVE: *To encourage job training, life skills training and housing assistance programs to aid individuals and families before they become homeless*

ANALYSIS: Based on national estimates, it can be assumed that there are approximately 15,000 households in Pasadena where the adults are only one paycheck away from becoming homeless. With job training and life skills training, these individuals and families can increase their incomes, making housing affordable to them. Additionally, housing assistance programs can subsidize the rents, also making housing affordable.

STRATEGY DEVELOPMENT: The City of Pasadena will assist agencies in addressing the needs of the marginally homeless to help prevent homelessness.

Strategy 1: Encourage efforts of San Jacinto College and nonprofit service providers in education and job training

Description:

Pasadena will continue to work with San Jacinto College and will identify and encourage other nonprofit agencies in the provision of job training, income enhancement and remedial education programs for the marginally homeless.

Target Group:

Marginally homeless adults and youth

Measurable Strategic Objective:

To provide technical assistance and community liaison assistance to San Jacinto College and other providers for the provision of job training and education to 60 adults during the next 3 years

Strategy 2: Provide assistance to nonprofits for providing life skills education to the marginally homeless

Description:

In addition to lack of income, other causes of homelessness include substance abuse, health problems, domestic violence, poor money management and poor work habits. The City of Pasadena will encourage nonprofit service providers to develop and make available to the marginally homeless life skills education to address welfare avoidance, homelessness avoidance, proper money management, proper work habits, responsible drinking and abstinence from drugs, making appropriate choices in mates and preventative healthcare.

Target Group:

Nonprofit organizations aimed at providing supportive services to the marginally homeless

Measurable Strategic Objective:

To provide technical assistance to agencies in securing funding and developing programs to provide life skills education to 60 marginally homeless during the next 3 years

Priority:High

OVERALL HIGH -PRIORITY OBJECTIVE: *To assist in the development of shelters, transitional housing and supportive services for the homeless, including the coordination of programs into a seamless Continuum of Care System*

ANALYSIS: Based on the University of Houston's enumeration of the homeless in Harris County, it is estimated that 800 to 900 homeless live in Pasadena. There is currently no emergency shelter for the homeless and the only transitional housing program, The Bridge Over Troubled Waters, is limited to victims of domestic violence. There is a need for a shelter, more transitional housing and integrated supportive services in Pasadena. Additionally, there is a need for a strong local Continuum of Care System for Pasadena.

STRATEGY DEVELOPMENT: The City of Pasadena will assist agencies in addressing the needs of the homeless and in developing a local Continuum of Care System.

Description:

Currently, there is a 200 -family waiting list for Section 8 Vouchers and no programs for those exiting homelessness and transitional housing to secure affordable permanent rental housing. The City of Pasadena will work with its Housing Agency, the area's non -profits and any for -profit developers in identifying funding mechanisms, properties and viable methods for providing permanent housing options to those exiting homelessness. These options could include reduced rents for the first 1 -2 years; tenant -based rental assistance for a longer term of transitional housing to provide an opportunity for the residents to increase incomes sufficiently; additional Section 8 Vouchers; development of Section 8 HUD properties; and development of Section 8 11 and Section 202 properties.

Target Group:

Homeless persons exiting shelters and transitional housing

Measurable Strategic Objective:

To assist the Housing Agency and developers in securing 45 units of affordable permanent rental housing for those exiting homelessness, transitional housing and Section 8 housing

Priority:High

OVERALLHIGH -PRIORITYOBJECTIVE: Topromoteeconomicdevelopment throughjobcreationandretention

ANALYSIS: TheCityofPasadenarecognizesthatthekeytoself-sufficiencyisactiveand steadyemploymentatalivablewage.EmploymentinPasadenahastraditionallybeentiedto thepetrochemicalindustryandeducation.Currentjobsneedtoberetainedandnew businessesinadiversifiedeconomyneedtobeencouraged.

STRATEGY DEVELOPMENT: The City of Pasadena is committed to working with publicandprivateindustriesinpromotingnewjobsandretainingcurrentemployment.

Strategy1:Supportjob creationandretention

Description:

TheCityofPasadenawillsupporteconomicdevelopmentefforts aimed at job creation and job retention, particularly when employmentopportunitiesarecreatedandmadeavailableto low-andmoderate-incomeindividuals.

TargetGroup:

Employers and prospective employers with jobs aimed at low-andmoderate-incomeresidentsofPasadena

MeasurableStrategicObjective:

To assist in economic development efforts for the provision of 30additionaljobsforthe low-andmoderate-incomeindividuals duringthenext3years

Strategy2:Revitalize depressedareasto fostereconomicactivity andjob creation/retention

Description:

Pasadena will actively seek opportunities and funding to revitalizedepressedareasoftownsothateconomicdevelopment activities can flourish, resulting in the retention and creation of jobsatalivablewage.

TargetGroup:

Commercial areas within the CDBG Target Areas which need revitalization, resulting in the employment of low-andmoderate-incomeresidentsofPasadena

MeasurableStrategicObjective:

To provide funding and technical assistance for securing other fundingfortherevitalizationof2depressedareasduringthenext 3yearstofostereconomicdevelopment

Priority: High

OVERALL HIGH - PRIORITY OBJECTIVE: *To address the issues of Code Enforcement*

ANALYSIS: The City of Pasadena must identify and take legal action against property owners and residents who foster community deterioration by letting their structures become dilapidated, letting their lots become overgrown or filled with trash, dumping garbage and trash in vacant lots or public rights of way and/or defacing property. Comments from residents and City staff indicate that the issues facing Pasadena neighborhoods include: abandoned and dilapidated structures needing demolition; structures built in the floodplain needing to be raised or bought/demolished and future development prohibited; overgrown lots or lots with tires, abandoned cars, trash and other hazards or rodent attractors; defacing of property; and dumping of trash. Residents indicated a need for more police officers to enforce existing laws and a need for the City Legal Department and Planning Department to take action against property owners who are not taking care of their properties.

STRATEGY DEVELOPMENT: The City of Pasadena's Community Development Division is committed to assisting other City departments, civic associations and neighborhood based organizations and nonprofit agencies in addressing the code enforcement and legal issues.

Strategy 1: Acquire and demolish substandard properties	Description: The City of Pasadena will actively support the demolition of units that have been abandoned or are beyond rehabilitation. Potential demolition projects must have been vacant in excess of one year. Target Group: Neighborhoods in CDBG Target Areas with blighted structures Measurable Strategic Objective: To acquire and demolish 50 substandard properties during the next 3 years
Strategy 2: Acquire, clean up and make available for development vacant lots	Description: Pasadena will actively support the identification, acquisition, clean up and dispersal of vacant lots which have been abandoned and pose a health and safety hazard. Target Group: Neighborhoods in CDBG Target Areas with vacant lots that pose a health and safety hazard Measurable Strategic Objective: To acquire, clean up and sell 15 vacant lots during the next 3 years for development to benefit low - to moderate - income individuals and neighborhoods

<p>Strategy 3: Improve the availability of code enforcement through coordinated citizen programs</p>	<p>Description: Pasadena will encourage the use of residents to identify blighted structures/lots and to clean up trash on public rights of way</p> <p>Target Group: Residents in CDBG Target Areas</p> <p>Measurable Strategic Objective: To provide semi-annual workshops to encourage residents to identify blighted areas and to organize 6 volunteer clean-ups during the next 3 years</p>
<p>Strategy 4: Continue to maintain existing community watch programs and promote programs in additional areas</p>	<p>Description: Pasadena will continue to maintain and expand community watch programs in conjunction with the Pasadena Police Department.</p> <p>Target Group: Residents in CDBG Target Area neighborhoods</p> <p>Measurable Strategic Objective: To continue the community watch programs and expand them into 3 new neighborhoods during the next 3 years</p>

ANTI-POVERTY STRATEGY

The City of Pasadena is committed to reducing area poverty by helping low-income residents obtain the tools necessary to achieve economic self-sufficiency. To do this, Pasadena is prepared to assist in projects that directly and/or indirectly reduce area poverty by providing housing, educational and economic opportunities. The City will continue to assist in the development and preservation of affordable housing and will coordinate with other public and private service providers in the area to ensure efficient use of available resources and to expand the amount of services available.

Pasadena will particularly seek to empower low-income residents by providing job opportunities that will allow them to break out of their present cycle of poverty. By increasing expendable income for families below poverty, opportunities to obtain quality affordable housing and to access available supportive services should also increase. Pasadena will continue to support the development of new businesses and the expansion of existing businesses in an effort to create and retain jobs for Pasadena residents. By demolishing or rehabilitating deteriorated commercial and residential structures, Pasadena will create a community that can be competitive in attracting new businesses.

The City of Pasadena has a goal to reduce the number of Pasadena residents who live below the poverty level by providing them with the tools necessary to become economically self-sufficient. Specific strategies are outlined above in the Economic Development, Public Facilities, Youth, Homelessness and Code Enforcement sections.

D. Other Information Required by HUD

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

1 – We have attained lease -up of 100% for July 2003 and are at 95% lease -up for FY -03

2 – We have redirected our FSS Program and expect to have at least 10 more FSS participants by 9/30/03.

3 – We added two significant positions this past year: a Housing Finance Manager and a Housing Support Technician. These positions have enhanced our ability to submit timely financial documents and perform more timely tenant interim changes.

Attachments

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

FY-2002 Audit

PHA Plan Table Library

Component 7 Capital Fund Program Annual Statement Parts I, II, and III

Annual Statement Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non -CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment -Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2 -19)	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

**Annual Statement
 Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

Optional Table for 5 -Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5 -Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5 -Year Action Plan Tables					
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development		
Description of Needed Physical Improvements or Management Improvements				Estimated Cost	Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years					

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition/ disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>