

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

PHA Plans

5-Year Plan for Fiscal Years 2004 - 2008

Annual Plan for Fiscal Year 2004

PHA Plan Agency Identification

PHA Name: Ironton Metropolitan Housing Authority

PHA Number: OH19

PHA Fiscal Year Beginning: (10/2003)

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:

- The main administrative office of the IMHA at 720 Washington Street, Ironton, Ohio.
- Telephone 740-532-8658

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at:

- The main administrative office of the IMHA at 720 Washington Street, Ironton, Ohio.
- Telephone 740-532-8658

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5-YEAR PLAN

PHA FISCAL YEARS 2004 – 2008

A. Mission

The mission of the Ironton Metropolitan Housing Authority is to promote safe, sanitary, decent and affordable housing, with economic opportunity in a suitable living environment free from discrimination.

B. Goals

PHA 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:
- Acquire or build units or developments

PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: (PHAS score)
- Improve voucher management: (SEMAP score)
- Increase customer satisfaction through interaction with customers.
- Concentrate on efforts to improve specific management functions.

- Renovate or modernize public housing units:

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Participate in Assisted Living/ Medicaid Waiver Program for Public Housing.

PHA 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)

PHA 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.

PHA 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:

Statement of Progress

The Ironton Metropolitan Housing Authority is proud of the progress made in recent years. Much work remains. It is the duty of the housing authority to manage its programs responsibly. The continued adoption of a businesslike structure to better serve our customers and achieve other purposes is necessary. Improvement in program management and internal operations continues. The development of new strategies and the use of proven strategies improve the effectiveness of our workforce and increases customer satisfaction. As always, the ability of the housing authority to achieve its goals depends greatly on the level of budgetary authority and allocation of human resources. A focus on continuous improvement in operations and administration is necessary in dealing with the uncertainties of the future.

**Annual PHA Plan
PHA Fiscal Year 2004**

i. Annual Plan Type:

Standard Plan

iii. Annual Plan Table of Contents

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Supporting Documents Available for Review

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan	Component
	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	Attachment 7	
	State/Local Government Certification of Consistency with the Consolidated Plan	Attachment 8	
	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and	A&O Policy	

worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	
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	CHIS 2000-2003 Update
Most recent board-approved operating budget for the public housing program	Attachment 9
Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan	A&O Policy
Section 8 Administrative Plan	Sec 8 Admin Plan
Public housing rent determination policies, including the methodology for setting public housing flat rents and schedule of flat rents offered at each public housing development	A&O Policy & Attachment 10
Section 8 rent determination (payment standard) policies	Sec 8 Admin Plan
Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Page 27
Public housing grievance procedures	A&O Policy
Section 8 informal review and hearing procedures	Sec 8 Admin Plan
The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Attachment 11
The most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Attachment 12
Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Included as attachment.
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	Attachment 13
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1. Statement of Housing Needs

To be effective in addressing housing needs the Ironton Metropolitan Housing Authority must use strategies that respond to changing economic, social, and political environments. The programs available to the housing authority are tools to address housing needs in the area the housing authority serves. Through its programs, the Ironton Metropolitan Housing Authority is committed to expanding the availability of quality affordable housing, improving neighborhood quality of life, promoting economic vitality, increased self-sufficiency and promoting equal access to housing opportunities. Monitoring of housing legislation and its impact on the area the

housing authority serves is also effective in addressing housing needs. Local partnerships are used to address local housing needs and to provide quality-housing options. Statistically small family housing needs appear to be the greatest, while large family and elderly housing demands do not seem to be growing. Demand for Section 8 vouchers to rent small single-family homes is high as well as the demand to rent small multi-family apartments in public housing. Elderly housing appears to be sufficient. Caution should be used in the development of both family and elderly housing. An oversupply is not desirous.

Housing Needs of Families in the Jurisdiction by Family Type

Family type	Overall	Affordability-supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	N/A	4	3	4	N/A	N/A
Income >30% but <=50% of AMI	N/A	4	3	4	N/A	N/A
Income >50% but <80% of AMI	N/A	4	3	4	N/A	N/A
Elderly	N/A	1	3	1	N/A	N/A
Families with Disabilities	N/A	3	3	3	3	N/A
Race/Ethnicity-White	N/A	3	3	3	3	N/A
Race/Ethnicity-Black	N/A	3	3	3	3	3
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A	N/A

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

- Lawrence County, Ohio, Community Housing Investment Strategy, 1997
- City of Ironton, Ohio, Community Housing Investment Strategy, FY97-99 Annual Plan

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

Housing Needs of Families on the Waiting List

Waiting list type: **Public Housing**

	# Of Families	% Of Total	Annual Turnover
Waiting List Total	72		15%
Extremely Low Income <=30% AMI	62	86	
Very Low Income >30% but <=50% AMI	8	11	
Low Income >50% but <80% AMI	2	3	
Families with Children	23	32	
Elderly families	22	31	
Families with Disabilities	33	46	
Race/ethnicity-White	65	90	
Race/ethnicity-Black	7	10	
Race/ethnicity-Hispanic	0	0	

Characteristics by Bedroom Size (Public Housing Only)

	# Of Families	% Of Total
1BR	49	68
2BR	6	8
3BR	13	18
4BR	4	6
5BR	0	0
5+BR	0	0

Is the waiting list closed? No

Housing Needs of Families on the Waiting List

Waiting list type: Section 8 tenant-based assistance

	# Of Families	% Of Total
Waiting List Total	129	100
Extremely Low Income <=30% AMI	97	75
Very Low Income >30% but <=50% AMI	30	23
Low Income >50% but <80% AMI	2	2
Families with Children	66	51
Elderly	10	8
Families with Disabilities	21	16
Race/Ethnicity-White	116	90
Race/Ethnicity-Black	13	10

Is the waiting list closed? No

Characteristics by Bedroom Size (Section 8)

	# Of Families	% Of Total
1BR	63	49
2BR	39	30
3BR+	27	21

C. Strategy for Addressing Needs

To be effective in addressing housing needs the Ironton Metropolitan Housing Authority must use strategies that respond to changing economic, social, and political environments. The programs available to the housing authority are tools to address housing needs in the area the housing authority serves. The specific strategies the housing authority will use are listed below.

(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:

- 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
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

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

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

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

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

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Adopt rent policies to support and encourage work

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

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

- Adopt rent policies to support and encourage work

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing

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

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

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs

Strategy 2: Conduct activities to affirmatively further fair housing

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

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

2. Statement of Financial Resources

Financial Resources: Planned Sources and Uses

Sources

1. Federal Grants (FY 2004 grants) Planned \$ Planned Uses

Public Housing Operating Fund	\$444220	
Public Housing Capital Fund	\$438647	NA
Annual Contributions for Sec 8 Tenant-Based Asst	\$299688	

2. Prior Year Federal Grants (unobligated funds only)

None

3. Public Housing Dwelling Rental Income

Sources	Planned \$	Planned Uses
3. Public Housing Dwelling Rental Income	\$515000	NA
4. Other Income	20154	
Late Charges, returned check fee, excess utilities.		NA
Interest Income	9000	NA
Total Resources	\$544154	NA

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing?

When all necessary information has been provided.

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

Criminal or Drug-related activity

Rental history

Housekeeping

c. Yes: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

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

e. 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?

Community-wide list

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

• The main administrative office of the IMHA at 720 Washington Street, Ironton, Ohio.

• Telephone 740-532-8658

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions.

N/A

(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?

Two

B. Yes: Is this policy consistent across all waiting list types?

(4) Admissions Preferences

a. Income targeting:

YES: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions?

Emergencies

Administrative reasons determined by the PHA (e.g., to permit modernization work)

Medical Justification

Overhoused

Underhoused

Preferences

1 Yes: Has the PHA established preferences for admission to public housing (other than date and time of application)?

2. Which of the following admission preferences does the PHA plan to employ in the coming year?

Local Preference

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, place the same number next to each.

Date and Time-1

Local Preference-2

4. Relationship of preferences to income targeting requirements:

- NA-: 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?

The PHA-resident lease

The PHA Admissions and (Continued) Occupancy policy

PHA briefing seminars or written materials

b. How often must residents notify the PHA of changes in family composition?

Any time family composition changes

(6) Deconcentration and Income Mixing

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

b. 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.

d. 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.

B. Section 8

(1) Eligibility

a. What is the extent of screening conducted by the PHA?

The PHA will not screen family behavior or suitability for tenancy.

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

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

d. No: Does the PHA access FBI criminal records from the FBI for screening purposes? (Either directly or through an NCIC-authorized source)

e. Indicate the kinds of information you share with prospective landlords.

Information required by law or regulation

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged?

None

b. Where may interested persons apply for admission to section 8 tenant-based assistance?

- The main administrative office of the IMHA at 720 Washington Street, Ironton, Ohio.
- Telephone 740-532-8658

(3) Search Time

a. Yes: Does the PHA give extensions on standard 60-day period to search for a unit?

No

(4) Admissions Preferences

a. Income targeting

Yes: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1 Yes: Has the PHA established preferences for admission to section 8 tenant-based assistance?
(Other than date and time of application)

2. Which of the following admission preferences does the PHA plan to employ in the coming year?

Local Preference

Other preferences

Date and Time of a completed Application.

Extremely Low Income Families.

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

Date and Time-1

Local Preference

Extremely Low Income Families-1.

4. Among applicants on the waiting list with equal preference status, how are applicants selected?

Date and time of application

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction”

The PHA requests approval for this preference through this PHA Plan.

6. Relationship of preferences to income targeting requirements:

Not applicable: the pool of applicant families ensures that the PHA will meet income-targeting requirements

(5) Special Purpose Section 8 Assistance Programs

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

The Section 8 Administrative Plan

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

Through published notices

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

(1) Income Based Rent Policies

a. Use of discretionary policies:

The PHA employs discretionary policies for determining income-based rent.

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent?

\$25

2. No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

1.No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

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

For the earned income of a previously unemployed household member

For increases in earned income

e. Ceiling/ Market rents

1. Do you have ceiling/ market rents?

Yes, for all developments

2. For which kinds of developments are ceiling rents in place?

For all developments

3. Select the space or spaces that best describe how you arrive at ceiling rents

Fair market rents (FMR)

Operating Costs plus allowance for Capital Improvements

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?

Any time the family experiences an income increase

g. 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

. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability?

Fair Market Rents

B. Section 8 Tenant-Based Assistance

(1) Payment Standards

a. What is the PHA's payment standard?

At 90% of FMR

b. If the payment standard is lower than FMR, why has the PHA selected this standard?

c. If the payment standard is higher than FMR, why has the PHA chosen this level?

• N/A

d. How often are payment standards reevaluated for adequacy?

Annually

e. What factors will the PHA consider in its assessment of the adequacy of its payment

standard?

- Success rates of assisted families

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent?

- \$25

b. No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

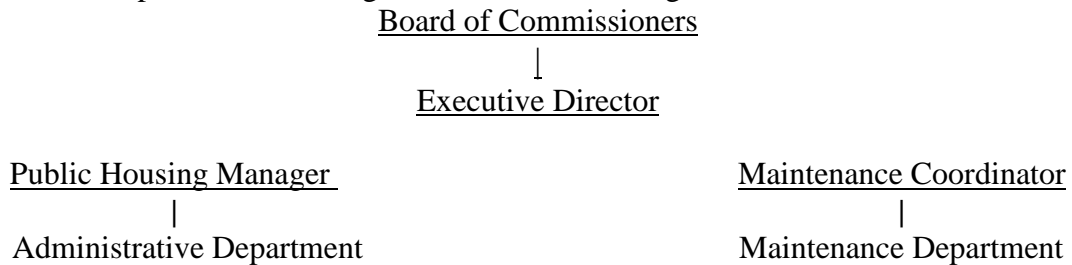
5. Operations and Management

[24 CFR Part 903.7 9 (e)]

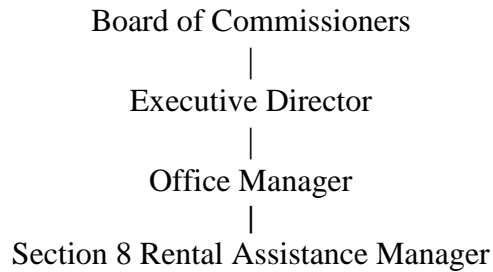
A. PHA Management Structure

An organization chart showing the PHA's management structure and organization is below:

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



An organization chart showing the PHA's management structure and organization for the Section 8 program is below:



B. HUD Programs under PHA Management

Program Name	Units or Families Served at Yr Beg.	Exp. Turnover
Public Housing	250	10%
Section 8 Vouchers	84	2%

C. Management and Maintenance Policies

(1) Public Housing Maintenance and Management:

- Pest Management Policy
- Residential Lease Agreement
- Admissions and Continued Occupancy Policy

(2) Section 8 Management:

- Housing Assistance Payments Contract- Section 8 Tenant- Based Assistance Housing Choice Voucher Program
- Tenancy Addendum Section 8 Tenant- Based Assistance Housing Choice Voucher Program
- Authorization for the Release of Information/Privacy Act Notice
- Voucher-Housing Choice Voucher Program
- Declaration of Section 214 Status
- Inspection From-Section 8 Tenant-Based Assistance –Rental Certificate Program-Rental Voucher Program
- Section 8 Administrative Plan

6.PHA Grievance Procedures

A. Public Housing

1. Yes: 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?

- Grievance Procedures are found in the Residential Lease Agreement.

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process?

- The main administrative office of the IMHA at 720 Washington Street, Ironton, Ohio.
- Telephone 740-532-8658

B. Section 8 Tenant-Based Assistance

1. Yes: 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?

- Informal Procedures are listed in the Administrative Plan for the Section 8 Certificate and Voucher Plans.

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes?

- The main administrative office of the IMHA at 720 Washington Street, Ironton, Ohio.
- Telephone 740-532-8658

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

A. Capital Fund Activities

(1) Capital Fund Program Annual Statement

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

(2) Optional 5-Year Action Plan

- a. Yes: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund?
- 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

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

- No: a) Has the PHA received a HOPE VI revitalization grant?
- No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
- No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
- No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

- 1 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?
- 2. No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table?

Demolition/Disposition Activity Description

NA

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

[24 CFR Part 903.7 9 (i)]

- 1. 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?

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

- 1. No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act?

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

1. 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).

B. Section 8 Tenant Based Assistance

1. Yes 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?
Currently developing program and program relationships.

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements: Yes: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

Agreement is informal and has been for years with local TANF Agency.

PHA is participant in Cooperative Agreement for Release of Confidential Information between Ohio Dept. of Jobs and Family Services and HUD dated March 25, 2003.

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

Client Referrals

Coordinate the provision of self-sufficiency services and programs to eligible families

Information sharing regarding mutual clients (for rent determinations and otherwise)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

Public housing rent determination policies

b. Economic and Social self-sufficiency programs

Yes: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents?

Goals for Economic opportunities for residents:

Participation in the 5(five) year strategic plan of the county Workforce Development Center as required by the Workforce Investment Act

Application for grant monies that become available for economic and self sufficiency programs for residents

Development of local initiatives for resident economic and self-sufficiency as staffing and funding permit

Services and Programs

The Ironton Metropolitan Housing Authority currently has an agreement with the local Family Guidance Center to use the housing authority community building to supply services to tenants who choose to participate. Services available are after school programs and special programs for

adults.. IMHA currently has a Support our Students (SOS) educational program to provide school supplies and other educational services to resident families of the PHA who choose to participate.

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation

Actual Number of Participants (As of: 31/12/04)

Public Housing	7
Section 8	0

b. Yes: 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?

The Ironton Metropolitan Housing Authority participates in the strategic plan of the local Workforce Development Resource Center to supply services to tenants. Services include aptitude testing, GED programs, and job readiness programs.

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:

- 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

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

Based on Subpart F Section 960.060 to 960.609 of 24 CFR dated March 29, 2000

Definition of Community Service: the performance of voluntary work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community. Community service is not employment and may not include political activities.

General Requirements: Except for any family member who is an exempt individual, each adult resident of public housing must:

- Contribute 8 hours per month of community service (not including political activities); or
- Participate in an economic self sufficiency program for 8 hours per month; or
- Perform 8 hours per month of the combined activities of community service or participation in an economic self sufficiency program

Family Violation of Service Requirement: The lease shall specify that it shall be renewed automatically for all purposes, unless the family fails to comply with the service requirement. Violation of the service requirement is grounds for nonrenewal of the lease at the end of the 12-month lease term, but not for termination of tenancy during the course of the 12-month lease term.

The requirement is effective for all nonexempt residents following execution of a lease, containing these provisions, by the family head of household. The program is reinstated effective June 20, 2003, by PIH 2003-17.

13. PHA Safety and Crime Prevention Measures

(24 CFR Part 903.7 9 (m)]

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

1. Describe the need for measures to ensure the safety of public housing residents

- Incidence of crime in some or all of the PHA's developments
 - Incidence of crime in the areas surrounding or adjacent to the PHA's developments
 - Residents fearful for their safety and/or the safety of their children
2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents?
- Safety and security survey of residents
 - Police reports
 - People on waiting list unwilling to move into one or more developments due to perceived levels of violent and or drug crime.
 - Analysis of crime statistics over time for crimes committed "in or around " public housing authority

3. Which developments are most affected?

- Property 19-1

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

1. List the crime prevention activities the PHA has undertaken or plans to undertake or plans to undertake:

- 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

2. Which developments are most affected?

- Property 19-1

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:

- Police involvement as needed in development, implementation, and/or ongoing evaluation of crime prevention measures.
- Police provide crime data to housing authority staff for analysis and action when requested.

2. Which developments are most affected?

- Property 19-1

D. Additional information as required by PHDEP/PHDEP Plan

NA.

RESERVED FOR PET POLICY

- The PHA pet policy is Chapter 10 of the Admissions and Continued Occupancy Policy.

15. Civil Rights Certifications

- Civil rights certifications are included in the PHA Plan Certifications of Compliance with the

PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes: 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: Was the most recent fiscal audit submitted to HUD?
3. No: Were there any findings as the result of that audit?
4. NA: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. NA Have responses to any unresolved findings been submitted to HUD?
If not, when are they due?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

1. 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?
NA
3. No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes: 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 (RABOH019)
3. In what manner did the PHA address those comments?
 Considered comments, but determined that no changes to the PHA Plan were necessary.

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

1. No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937?
2. No: Was the resident who serves on the PHA Board elected by the residents?
Resident member Carolyn Lewis-appointed by appointing authority.

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:
 - Ironton and Lawrence County, Ohio
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction:
 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.

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

- Letters of support

Attachments

PHA Plan

Table Library

Capital Fund Program Annual Statement

Parts I, II, and II

Annual Statement

Capital Fund Program (CFP) Part I: Summary Capital Fund Grant Number-OH16P011950104 - FFY of Grant Approval: (2004) Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
4	1410 Administration	10,000
7	1430 Fees and Costs	30,000
	1460 Dwelling Structures	398,647
20	Amount of Annual Grant	438,647

Capital Fund Program Annual Statement

Parts I, II, and II

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
OH-19-1	Install sidewalks	1460	163,647
Total OH-19-1			163,647
OH-19-2	Replace elevator operating system	1460	75,000
Total OH-19-2			75,000
OH-19-3	Replace elevator operating system	1460	75,000
	Replace electrical system	1460	85,000
Total OH-19-4			160,000
PHA Wide	A&E	1430	30,000
	Admin Sal	1410	9,000
	Adv	1410	1,000
Total PHA Wide			40,000
TOTAL			438,647

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities All Funds Obligated (30/09/2006) All Funds Expended (30/09/2007)

Development Number/Name HA-Wide Activities	All Funds Obligated	All Funds Expended
OH-19-1	9/30/2006	9/30/2007
OH-19-2	9/30/2006	9/30/2007

OH-19-3	9/30/2006	9/30/2007
OH-19-4	9/30/2007	9/30/2007
HA-Wide	9/30/2007	9/30/2007

Annual Statement

Capital Fund Program (CFP) Part I: Summary of Capital Fund Grant Number-OH16P01950105 FFY of Grant Approval: (2005) Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
3	1408 Management Improvements	38,721
4	1410 Administration	10,000
7	1430 Fees and Costs	30,000
10	1460 Dwelling Structures	359,926
20	Amount of Annual Grant	438,647

Capital Fund Program Annual Statement

Parts I, II, and II

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
OH-19-1	Replace electrical system	1460	259,926
Total OH-19-1			259,926
OH-19-4	Replace electrical system	1460	100,000
Total OH 19-4			100,000
PHA Wide	A&E	1430	30,000
	Admin Sal	1410	9,000
	Adv	1410	1,000
	Mgt Improvements	1408	38,721
Total PHA Wide			78,721
TOTAL			438,647

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities All Funds Obligated (30/09/2007) All Funds Expended (30/09/2008)

Development Number/Name HA-Wide Activities	All Funds Obligated	All Funds Expended
OH-19-1	9/30/2007	9/30/2008
OH-19-2	9/30/2007	9/30/2008
OH-19-3	9/30/2007	9/30/2008
OH-19-4	9/30/2007	9/30/2008
HA-Wide	9/30/2007	9/30/2008

**Annual Statement
Capital Fund Program Annual Statement
Parts I, II, and II
Annual Statement**

Capital Fund Program (CFP) Part I: Summary of Capital Fund Grant Number-OH16P011950106 FFY of Grant Approval: (2006) Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
3	1408 Management Improvements	18,147
4	1410 Administration	10,500
7	1430 Fees and Costs	30,000
10	1460 Dwelling Structures	380,000
20	Amount of Annual Grant	438,647

**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
OH-19-1	Garbage Can Enclosures	1460	30,000
	Concrete under Clotheslines	1460	10,000
	Replace Roofs	1460	100,000
Total OH-19-1			140,000
OH-19-2	Replace Roof	1460	80,000
	Resurface Parking Lot	1460	10,000
Total OH-19-2			90,000
OH-19-3	Replace Roof	1460	80,000
	Resurface Parking Lot	1460	10,000
Total OH 19-3			90,000
OH-19-4	Replace Porches	1460	50,000
	Resurface Parking Lot	1460	10,000
Total OH 19-4			60,000
PHA Wide	A&E	1430	30,000
	Admin Sal	1410	9,000
	Adv	1410	1,500
	Management Improvements	1408	18,147
Total PHA Wide			58,647
TOTAL			438,647

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

Development Number/Name HA-Wide Activities All Funds Obligated (30/09/2008) All Funds Expended (30/09/2009)

Development Number/Name HA-Wide Activities	All Funds Obligated	All Funds Expended

OH-19-1	9/30/2008	9/30/2009
OH-19-2	9/30/2008	9/30/2009
OH-19-3	9/30/2008	9/30/2009
OH-19-4	9/30/2008	9/30/2009
HA-Wide	9/30/2008	9/30/2009

**Ironton Metropolitan Housing Authority
Annual Statement**

**Capital Fund Program (CFP) Part I: Summary Capital Fund Grant Number -
OH16P011950107 FFY of Grant Approval: (2007) Original Annual Statement**

Line No.	Summary by Development Account	Total Estimated Cost
4	1410 Administration	11,000
7	1430 Fees and Costs	30,000
10	1460 Dwelling Structures	387,647
	1465.1 Dwelling Equipment	10,000
20	Amount of Annual Grant	438,647

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
OH-19-1	Replace Windows	1460	175,000
Total OH-19-1			175,000
OH-19-3	Install second elevator	1460	212,647
Total OH 19-3			212,647
OH-19-4	Replace electric ranges	1465.1	10,000
Total OH 19-4			10,000
PHA Wide	A&E	1430	30,000
	Admin Sal	1410	10,000
	Adv	1410	1,000
Total PHA Wide			41,000
TOTAL			438,647

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities All Funds Obligated (30/09/2009) All Funds Expended (30/09/2010)

Development Number/Name	All Funds Obligated	All Funds Expended

HA-Wide Activities		
OH-19-1	9/30/2009	9/30/2010
OH-19-2	9/30/2009	9/30/2010
OH-19-3	9/30/2009	9/30/2010
OH-19-4	9/30/2009	9/30/2010
HA-Wide	9/30/2009	9/30/2010

Annual Statement

Capital Fund Program (CFP) Part I: Summary of Capital Fund Grant Number-OH16P011950108 FFY of Grant Approval: (2008) Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
4	1410 Administration	11,000
7	1430 Fees and Costs	30,000
10	1460 Dwelling Structures	517,462
20	Amount of Annual Grant	558,462

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
OH-19-1	New Flooring	1460	210,000
Total OH-19-1			210,000
OH-19-2	New Flooring	1460	130,000
Total OH-19-2			130,000
OH-19-3	New Flooring	1460	138,462
Total OH 19-3			137,462
OH-19-4	New Flooring	1460	40,000
Total OH 19-4			40,000
PHA Wide	Administration	1410	11,000
	Fees and Costs	1430	30,000
Total PHA Wide			41,000
TOTAL			558,462

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities All Funds Obligated (30/09/2010) All Funds Expended (30/09/2012)

Development Number/Name HA-Wide Activities	All Funds Obligated	All Funds Expended

OH-19-1	9/30/2010	9/30/2012
OH-19-2	9/30/2010	9/30/2012
OH-19-3	9/30/2010	9/30/2012
OH-19-4	9/30/2010	9/30/2012
HA-Wide	9/30/2010	9/30/2012

Ironton Metropolitan Housing Authority

Safety

In order to address the safety concerns of residents of the Ironton Metropolitan Housing Authority additional lighting has been installed in certain areas. Meetings are held to discuss the methods residents can take to enhance their safety. Open, honest, and effective communication is sought and considered. Self help is encouraged for individuals. In FY 2004 the Housing Authority offered a “Sheltering in Place” presentation to all residents. The presentation by local Emergency Personnel advised residents on how to prepare for emergency conditions.

Customer Service

To assist our resident customers who pay their rent by check or money order, IMHA developed the IMHA Express Pay Program. IMHA Express Pay provides a secure deposit box for customers to use when paying by check or money order. A receipt is available by mail if requested. IMHA Express Pay is available only during normal business hours and normal rent collection times.

Community Service

IMHA has notified its residents of the reinstatement of Community Service. New tenants are informed at the lease signing.

Pest Policy of the Ironton Metropolitan Housing Authority

The Ironton Metropolitan Housing Authority maintains a regular pest control policy as part of its Maintenance Program. The Housing Authority plans to use the best available methods for pest control subject to budgetary and other constraints. The Housing Authority will invoice a resident occupying a unit when a special pest control treatment is required due to actions of the tenant, such as housekeeping methods.

Admissions Policy for Deconcentration

The Ironton Metropolitan Housing Authority is not required to have a Deconcentration Policy, based on the number of units on each site.

Ironton Metropolitan Housing Authority

June 11, 2003

Required Initial Assessment of Voluntary Conversion of Developments from Public Housing Stock.

On June 22, 2001, HUD published a final rule (Federal Register 24 CFR Part 972) requiring all PHAs to conduct an initial assessment for each of its covered developments by Oct. 1, 2001, to consider the implications of converting public housing to tenant-based assistance. Covered developments are generally those for general occupancy rather than the elderly/disabled developments. The following Ironton Metropolitan Housing Authority developments were assessed on Sept. 30, 2001:

Development	Subject to Required Initial Assessment	Assessment Conducted
19-1	Yes	Yes
19-2	Yes	Yes
19-3	Yes	Yes
19-4	Yes	Yes

For each development, the Ironton Metropolitan Housing Authority conducted the following:

- A review of the developments operation as public housing
- A consideration of the implications of converting the public housing to tenant based assistance

After review and consideration it was determined that conversion would be inappropriate for the following reasons:

- The conversion would not benefit residents of the public housing development to be converted and the community
- The conversion would adversely affect the availability of affordable housing in the community
- The Ironton Metropolitan Housing Authority does not have sufficient vouchers and relocation resources for converting public housing to tenant-based assistance.

Ironton Metropolitan Housing Authority

Ironton Metropolitan Housing Authority Work Incentive (WIN) Program

June 11, 2004

The Quality Housing and Work Responsibility Act of 1998 (**QHWRA**) allows public housing authorities discretion in developing policies to promote homes that are affordable to families in safe and healthy environments. The Act allows permissive deductions from the annual income of a family residing in a public housing dwelling unit. Sec 508 B (i) allows the deduction of excessive travel expenses in the amount not to exceed \$25 per family per week for employment related travel. The Board of Commissioners of the Ironton Metropolitan Housing Authority hereby adopts the Ironton Metropolitan Housing Authority Work Incentive (**WIN**) Program to encourage the continued residence of working families with the following guidelines:

- The **WIN** program is limited to occupants in the public housing development
- The **WIN** program is effective Oct. 1, 2002
- The amount of the permissive deduction from income for travel related expenses is \$100.00 per month
- **WIN** program eligibility is limited to those households whose earned weekly income is at least 30 hours per week multiplied by the current federal minimum wage rate.
- **WIN** program eligibility is limited to those working families who are not participants in a income exclusion program which results in a mandatory income exclusion for determining adjusted income for public housing rent calculation purposes.
- Resident working families must provide information and documentation regarding income, earnings, and wages for verification of compliance with **WIN** program income guidelines and continued eligibility in accordance with the income reporting requirements of the housing authority Admissions and Continued Occupancy Policy. After initial determination of eligibility the family must certify continuing eligibility at annual re-certification
- Resident employees and their families are not eligible for the **WIN** program.
- **WIN** program amendments can occur at any time at the discretion of the management of the housing authority or to ensure continued compliance with federal regulations.
- Termination of the **WIN** program can occur at any time at the discretion of the management of the housing authority or to ensure continued compliance with federal regulations.
- The program currently has about 12 participants.

Ironton Metropolitan Housing Authority

Ironton Metropolitan Housing Authority Support Our Students (SOS) Program

In the year 2001, the Ironton Metropolitan Housing Authority began its Support Our Students (SOS) Program. The program provides resident students (grades K-12) with a basic set of school supplies at the beginning of each school year. Development of the basic set of school supplies occurs with the help of local school officials. Expansion of the program during 2003 allows for a replenishment of school supplies during the winter school break. During 2002, the program provided 67 resident students with school supplies, an increase of 13% from the previous year. Parents/head of households are required to request the school supplies by filing an application listing their children and the school grade they will be entering during the current school year. For 2003, the program had approximately 75 participants, an increase of 12% from 2002. The program continues with 75 participants in FY 2004.



Ironton Metropolitan Housing Authority

Executive Summary of the Ironton Metropolitan Housing Authority Section 8 Homeownership Program

- The goal of the Homeownership Program is to move families into economic self sufficiency
- The family must be eligible for the Homeownership Program
- The family must secure its own financing for the purchase of the home
- The family must be classified as a “first time homebuyer”
- The family must have at least a 3% down payment of the purchase price for participation and at least 1% of the purchase price must come from the family’s personal resources
- The financing of the home must meet program requirements such as insurance and generally accepted underwriting standards
- The family must meet Homeownership Program requirements for minimum income and employment
- The home must meet Homeownership Program Inspection requirements
- The family must participate in homeownership counseling
- The housing authority must be provided with a copy of the Contract of Sale
- The family must also meet other Homeownership Program requirements for continued assistance under the Homeownership Program