

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

PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009

Annual Plan for Fiscal Year 2005

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

PHA Plan Agency Identification

PHA Name: Housing Authority of the County of Kings

PHA Number: CA053

PHA Fiscal Year Beginning: 07/2005

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
PHA FISCAL YEARS 2005 - 2009
[24 CFR 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)

The mission of the Housing Authority of the County of Kings is to promote decent, safe, and affordable housing and economic opportunity to low-income families. We are committed to assisting low-income families with incomes below 80% of area median, adjusted for family size.

The Housing Authority's primary goal is to promote and provide a healthy, drug and crime-free environment where all residents may have peaceful enjoyment, and comfortable living arrangements without discrimination.

Promoting and providing housing means facilitating, planning, developing, building, acquiring, managing, renting, selling, financing, maintaining, and improving properties for housing of low to moderate income families. The Housing Authority can carry out these activities itself or it can jointly venture or contract with any other public or private party under powers granted by the California State Housing Authorities Law.

In achieving our goals, the Housing Authority will treat and respect all applicants, residents, and guests equally and fairly. Through partnerships with local law enforcement agencies and other community organizations within the County of Kings, we will better serve and provide top quality services to our residents seeking and/or desiring additional services other than housing.

Our clients are our customers; therefore, we will pride ourselves in being committed to serving them.

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
 - Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)

- PHA Goal: Improve the quality of assisted housing
Objectives:
 - Improve public housing management: (PHAS score) Above 90% within five years
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions: occupancy and turnover, financial scores, and administrative software application
 - 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 efforts to potential voucher landlords
 - Increase voucher payment standards
 - Implement voucher homeownership program:
 - Implement public housing or other homeownership programs:

- Implement public housing site-based waiting lists: Armona/Hanford and Corcoran
- Convert public housing to vouchers:
- Other: (list below)
Maintain public housing site-based waiting lists for Armona/Hanford and Corcoran

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)
Enhance the public image of public housing and make the developments more marketable by adding amenities such as exterior insulation finish and accessible entrance/walkway construction.

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)
Maintain access to EDD's Cal-jobs computer in the Family Investment Center.
Provide job-related computer training for residents.

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)

- PHA Goal: Promote Resident Council participation.
Objectives:
 - Assist the Resident Council in establishing incentives for participation
 - Assist the Resident Council in promoting activities to increase participation

Annual PHA Plan
PHA Fiscal Year 2005
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

The analysis of housing needs and the strategies, financial resources, and policies described in the Annual Plan will guide the Housing Authority in accomplishing its five-year goals and objectives. Highlights of the FY 2005 Annual Plan include the following.

- The Housing Authority will continue to offer site-based public housing waiting lists. Applicants who are employed in one town will not be faced with choosing to move to another community and have a long commute, quit their jobs, or not receive affordable rent. There is very limited public transportation among the widespread communities and, in winter, thick tule fog makes commuting particularly hazardous. Applicants will continue to be able to apply for any or all of the developments.
- The Housing Authority will continue to target admissions of families with a broad range of incomes to its public housing developments. In the Housing Authority's experience, a rich diversity of residents contributes to an overall improvement of the neighborhood.
- The Housing Authority will continue modernization activities to upgrade the appearance and amenities of its aged and modest public housing stock to enable the developments to be more competitive with newer local tax credit complexes, which offer exceptional amenities and low rents.
- The Housing Authority will allow residents of its public housing developments to own common household pets in accordance with the pet policy.
- The Housing Authority will maintain the community service requirement only when required to do so by the regulations.
- The Housing Authority's payment standard will be 100% of Fair Market Rents to provide an adequate selection of Section 8 rental stock under HUD's funding constraints.
- The Housing Authority will continue to apply for additional vouchers as they become available. Kings County generally has double-digit unemployment rates and available jobs are often seasonal and/or relatively low-paying ones. The need for rental assistance exceeds the current funding levels.

- The Housing Authority will consider applying to extend its Section 8 income-targeting requirements waiver in order to maintain maximum funding utilization. After obtaining the original waiver, 100%+ occupancy in the Housing Choice Voucher Program was achieved.
- The Housing Authority will consider implementing a Section 8 Homeownership Program.
- The Housing Authority will consider project-basing some of its vouchers.
- The Housing Authority will continue to offer its Family Self-sufficiency Program. Funding will be sought to continue the Family Investment Center's job-related computer training.
- The Housing Authority will support equal housing and employment opportunities regardless of race, color, religion, national origin, sex, familial status, and disability. The Housing Authority will explore methods of ensuring that complete and consistent housing information is provided to everyone.
- The Housing Authority will encourage resident involvement. Staff will continue to assist the Resident Council in promoting activities and establishing incentives to increase resident participation. Outreach for tenant representatives to fill openings on the Housing Authority's boards will continue.
- Where possible, the Housing Authority will attempt to reduce funding constraints that prevent implementation of desirable programs and discretionary rent-setting policies. Kings County is a rural primarily agricultural county with relatively few of the low/no-cost public and private resources that are available in the larger metropolitan areas. These factors, when coupled with the income-targeting requirements and relatively low Section 8 administrative fees compared with other California counties, create financial impacts both on the agency and on its eligible clientele. Public housing development rental income is reduced through income targeting. In addition, the agency is able to assist fewer Section 8 families since extremely low-income families require a larger dollar amount of assistance. Assisting fewer families reduces the Section 8 administrative fees. The Housing Authority will continue to apply for grants for special programs and additional voucher funding.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

- A Admissions Policy for Deconcentration
- FY 2005 Capital Fund Program Annual Statement (**See Section 7.A.(1)**)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled **ONLY**) (**N/A**)

Optional Attachments:

- PHA Management Organizational Chart (**See Section 5.A**)
- FY 2005 Capital Fund Program 5 Year Action Plan (**See Section 7.A.(2)**)
- 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)
- B Section 8 Homeownership Program Capacity Statement
- C Resident Advisory Board Membership
- D Pet Policy Description
- E Community Service Description

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
x	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
x	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
x	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
x	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
x	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
x	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
x	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
x	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the	Annual Plan: Rent

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
x	methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Determination
x	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
x	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
x	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
x	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
x	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
x	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
Included in PHA Plan	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
x	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
x	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
N/A	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
x	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
x	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	2,764	5	5	5	5	5	5
Income >30% but <=50% of AMI	2,926	3	4	4	3	4	4
Income >50% but <80% of AMI	3,680	2	3	3	2	3	3
Income >=80%	5,778	1	2	1	1	2	2
Elderly	1,613	3	3	2	2	2	3
Families with Disabilities	2,250	4	3	3	4	3	3
White Alone	8,663	N/A	N/A	N/A	N/A	N/A	N/A
Black Alone	1,130	N/A	N/A	N/A	N/A	N/A	N/A
Am. Indian, Eskimo, or Aleut	303	N/A	N/A	N/A	N/A	N/A	N/A

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Asian/Pacific Islander Alone	506	N/A	N/A	N/A	N/A	N/A	N/A
Other Race Alone	3,794	N/A	N/A	N/A	N/A	N/A	N/A
Two/more Races	769	N/A	N/A	N/A	N/A	N/A	N/A
Non-Hispanic	9,025	N/A	N/A	N/A	N/A	N/A	N/A
Hispanic	6,140	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.)

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2000 - 2005
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset (first seven items) and other 2000 Census data (8th – 15th items). **Note that there is a 17 household discrepancy between the two databases.**
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)
Kings County and Cities of Avenal, Corcoran, Hanford, and Lemoore 2003 – 2008 Housing Element (10/1/03 Administrative Draft)

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 type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input checked="" type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction: Corcoran			
As of 12/06/04	# of families	% of total families	Annual W.L. Turnover 1/1/03 – 12/31/03
Waiting list total	198		477
Extremely low income <=30% AMI	*N/A	*N/A	
Very low income (>30% but <=50% AMI)	*N/A	*N/A	
Low income (>50% but <80% AMI)	*N/A	*N/A	
Families with children	*N/A	*N/A	
Elderly families	*N/A	*N/A	
Families with Disabilities	48	24.2	
Singles	*N/A	*N/A	
Hispanic	119	60.1	
Non-Hispanic	66	33.3	
Ethnicity Not Assigned	13	6.6	
White	145	73.2	
Black	37	18.7	
Race Not Assigned	13	6.6	
American Indian	3	1.5	
* The information is unavailable due to conversion to different PHA software. A program enhancement has been requested to capture the information in future years.			

Housing Needs of Families on the Waiting List			
Characteristics by Bedroom Size (Public Housing Only)	# of families	% of total families	Annual W.L. Turnover 1/1/03 – 12/31/03
1BR	75	37.9	55
2 BR	91	46.0	188
3 BR	25	12.6	161
4 BR	0	0	58
5 BR	7	3.5	15
5+ BR	N/A	N/A	N/A
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input checked="" type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction: Hanford-Armona			
As of 12/6/04	# of families	% of total families	Annual W.L. Turnover 1/1/03 – 12/31/03
Waiting list total	875		1287
Extremely low income <=30% AMI	*N/A	*N/A	
Very low income (>30% but <=50% AMI)	*N/A	*N/A	
Low income (>50% but <80% AMI)	*N/A	*N/A	
* The information is unavailable due to conversion to different PHA software. A program enhancement has been requested to capture the information in future years.			

Housing Needs of Families on the Waiting List			
Families with children	*N/A	*N/A	
Elderly families	*N/A	*N/A	
Families with Disabilities	206	23.5	
Singles	*N/A	*N/A	
Hispanic	351	40.1	
Non-Hispanic	338	38.6	
Ethnicity Not Assigned	186	21.3	
White	520	59.4	
Race Not Assigned	186	21.3	
Black	148	16.9	
Asian	12	1.4	
American Indian/Alaska Native	7	0.8	
Hawaiian/Other Pacific Islander	2	0.2	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	276	31.5	316
2 BR	341	39.0	490
3 BR	246	28.1	352
4 BR	11	1.3	112
5 BR	1	0.1	17
5+ BR	N/A	N/A	N/A
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			
* The information is unavailable due to conversion to different PHA software. A program enhancement has been requested to capture the information in future years.			

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance
 Public Housing
 Combined Section 8 and Public Housing
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

As of 12/06/04	# of families	% of total families	Annual W.L. Turnover 1/1/03 – 12/31/03
Waiting list total	2319		2328
Extremely low income <=30% AMI	*N/A	*N/A	
Very low income (>30% but <=50% AMI)	*N/A	*N/A	
Low income (>50% but <80% AMI)	*N/A	*N/A	
Families with children	*N/A	*N/A	
Elderly families	*N/A	*N/A	
Families with Disabilities	533	23.0	
Singles	*N/A	*N/A	
Hispanic	951	41.0	
Non-Hispanic	905	39.0	
Ethnicity not assigned	463	20.0	
White	1399	60.3	
Race not assigned	463	20.0	
Black	383	16.5	
Asian	36	1.6	
American Indian/Alaska Native	30	1.3	
Native Hawaiian/Other Pacific Islander	8	0.3	

* The information is unavailable due to conversion to different PHA software. A program enhancement has been requested to capture the information in future years.

Housing Needs of Families on the Waiting List

Is the waiting list closed (select one)? No Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year? No Yes

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

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)
Participate in development process in local jurisdictional plans to ensure coordination with broader community strategies.

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)
Perform evaluations of Tax Credit Allocation Committee Applications
Consider project-basing vouchers to improve both section 8 lease-up rates and owner vacancy rates.

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

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

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- 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)
Continue public relations by networking with various local community organizations.

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)
Attendance at parole meetings

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)
Kings County and Cities of Avenal, Corcoran, Hanford, and Lemoore 2003 – 2008 Housing Element

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2004 grants)		
a) Public Housing Operating Fund	491,861	
b) Public Housing Capital Fund	706,864	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	3,287,666	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	N/A	
g) Resident Opportunity and Self-Sufficiency Grants	60,352	
h) Community Development Block Grant	N/A	
i) HOME	N/A	
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
2003 Capital Fund (as of 10/31/04)	215,492	
3. Public Housing Dwelling Rental Income	687,092	
4. Other income (list below)		
5. Non-federal sources (list below)		
Public Housing Investments	26,966	Public Housing Operations
Public Housing Tenant Charges	66,900	Public Housing Operations
Total resources	5,543,193	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) Upon anticipated unit availability based on average turnover rates.

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)
CreditHistory

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 offices
- Other (list below)

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

1. How many site-based waiting lists will the PHA operate in the coming year? 2

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

3. Yes No: May families be on more than one list simultaneously?
If yes, how many lists? 2

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)
Housing Authority web site

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

b. Yes No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

- Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)
Request for reasonable accommodation for a disability, such as a request for a transfer to a wheelchair-accessible unit.

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)
Displacement by government 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 point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

3 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- 1 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)
- 2 Displacement by government action

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)
Telephone calls to the management offices.

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

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

(6) Deconcentration and Income Mixing

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

b. Yes No: Did the PHA adopt any changes to its admissions policies based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- Adoption of site based waiting lists
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- Other (list policies and developments targeted below)

d. Yes No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

B. Section 8

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

(1) Eligibility

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

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)
 - Outstanding debt to a Housing Authority
 - History of fraud in connection with any Federal Housing Program
 - History of public housing evictions

History of non-compliance with family obligations including FSS requirements.

- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes? (Sex Offender Registration)
- 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)
Current and prior landlord information if known.

(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)
PHA Management Offices
Applications available on the web site may be mailed to the PHA

(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 a reasonable accommodation for a disability.
Death of an immediate family member.
A medical emergency involving an immediate family member.
Actions of an owner in finalizing a lease that are beyond the control of the applicant.
Other special circumstances as determined by the Housing Authority.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

Elderly Families
Disabled 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.

5 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- 2 Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
- 1 Absorbing families porting in from other jurisdictions.
- 3 Displacement by government action
- 4 Elderly Families
- 4 Disabled Families

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

- Date and time of application
- Drawing (lottery) or other random choice technique

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

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

6. Relationship of preferences to income targeting requirements: (select one)

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
 Other (list below)
By contacting referring agencies.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

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

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

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

- For the earned income of a previously unemployed household member
 For increases in earned income
 Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

- For household heads
 For other family members

- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

- Yes for all developments
- Yes but only for some developments
- No

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

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

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

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)
As required by regulations, ceiling rents were adjusted to flat rents effective October 1, 2002.

f. Rent re-determinations:

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

- Never

- At family option
 - Any time the family experiences an income increase
 - Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
 - Other (list below)
At any time the family experiences an income increase or decrease or any change in family composition.
- 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)

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)
- HUD funding levels

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

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 Executive Director reports to a Board of Commissioners that is composed of five elected officials (Kings County Board of Supervisors) and two tenant representative positions. An attorney in private practice performs the duties of Housing Authority Counsel as necessary. A Finance Manager, Planning and Development Coordinator, and Housing Management Coordinator report to the Executive Director. The Finance Manager supervises three clerical employees. The Housing Management Coordinator supervises the Area Manager III and the Section 8 Manager. The Area Manager III supervises four clerical employees, five maintenance workers, and a resident manager. The Section 8 Manager supervises two clerical employees and a Family Services Coordinator. The Family Services Coordinator supervises one Family Investment Center computer class teacher. The Planning and Development Coordinator supervises the Section 8 Inspector, Purchasing Assistant, and five modernization workers. There are currently 30 employees of the Kings County Housing Authority.

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 7/01/2005	Expected Turnover (Based on 7/1/03 – 6/30/04 Actuals)		
		Move-ins	Move-outs	Total
Public Housing	268	69	53	122
Section 8 Vouchers	688	218	193	411
Section 8 Certificates	N/A	N/A		
Section 8 Mod Rehab	N/A	N/A		
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A		
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A		
Other Federal Programs (list individually)				
USDA Rural Development Farm Labor Housing	40	7	7	14
HOME CHRP-R Senior Housing	44	7	6	13

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)
Statement of Policies Governing Admission to and Continued Occupancy in the HUD-Aided Housing Units of the Housing Authority of the County of Kings, Section 200 of the Policy Manual, HUD Maintenance Guidebook 1, PIH 95-66, and Model Maintenance Program Manual

(2) Section 8 Management: (list below)
Housing Authority of the County of Kings Housing Choice Voucher Admin Plan, Section 300 of the Policy Manual

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

The Housing Authority of the County of Kings offers participants both an informal hearing and a formal hearing in its grievance procedure.

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

- PHA main administrative office
 Other (list below)
Applicable Management Office

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

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

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

Capital Fund Grant Number CA39P0535014 FFY of Grant Approval: (07/2004)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	103,880
4	1410 Administration	70,686
5	1411 Audit	1,500
6	1415 Liquidated Damages	0
7	1430 Fees and Costs	12,000
8	1440 Site Acquisition	0
9	1450 Site Improvement	2,000
10	1460 Dwelling Structures	509,298
11	1465.1 Dwelling Equipment-Nonexpendable	0
12	1470 Nondwelling Structures	0
13	1475 Nondwelling Equipment	7,500
14	1485 Demolition	0
15	1490 Replacement Reserve	0
16	1492 Moving to Work Demonstration	0
17	1495.1 Relocation Costs	0
18	1498 Mod Used for Development	0
19	1502 Contingency	0
20	Amount of Annual Grant (Sum of lines 2-19)	706,864
21	Amount of line 20 Related to LBP Activities	0
22	Amount of line 20 Related to Section 504 Compliance	0
23	Amount of line 20 Related to Security	0
24	Amount of line 20 Related to Energy Conservation Measures	444,421

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 (\$)
CA 53-001	Receptionist	1408	19,144
Sunnyside	Landscaping	1450	1,000
Village	Fencing Replacement	1450	0
	Parking lot Renovation	1450	0
	Assessable Routes to Units	1450	0
	Painting Interior/Exterior	1460	30,377
	Air Conditioning	1460	0
	Kitchens	1460	5,000
	Bathrooms	1460	0
	Carpet Installation	1460	0
	Roofing Replacement	1460	0
	Underground Utilities	1460	0
	Drape Replacement	1460	5000
	One Bedroom Dryer Adaptation	1460	0
	Physical Security	1460	0
	Pest control	1460	0
	Exterior & Insulation Upgrades	1460	302,421
	Appliances	1465	0
	Carports	1470	0
	Community Building Kitchen	1470	0
	Remodel Community Building	1470	0
	Maintenance Equipment Replacement	1475.2	3,500
	<u>CA39P053001 Subtotal</u>		366,442

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost (\$)
CA 53-002	Landscaping	1450	1,000
Valley View	Parking Lot Renovation	1450	0
Village	Assessable Routes to Units	1450	0
	Painting Interior/Exterior	1460	15,000
	Air Conditioning	1460	0
	Kitchens	1460	5,000
	Bathrooms	1460	0
	Drape Replacement	1460	0
	Carpet Installation	1460	0
	Heating Systems	1460	0
	Water Heater Replacement	1460	0
	Physical Security	1460	0
	Underground Utilities	1460	0
	One Bedroom Dryer Adaptation	1460	0
	Replacement Water Valves	1460	0
	Roofing Replacement	1460	0
	Pest Control	1460	0
	Exterior & Insulation Upgrades	1460	142,000
	Appliances	1465.1	0
	Carports	1470	0
	Resident Activity Building	1470	0
	Lawnmower Shop and Paint Storage	1470	0
	Maintenance Equipment Replacement	1475.2	4,000
	CA39P053002 Subtotal		167,000

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost (\$)
CA 53-004	Landscaping	1450	0
Sycamore	Assessable Routes to Units	1450	0
Court	Painting Interior/Exterior	1460	3,000
	Air Conditioning	1460	0
	Kitchens	1460	1,000
	Carpet Installation	1460	0
	Physical Security	1460	0
	Underground Utilities	1460	0
	Replacement Water Valves	1460	0
	Bathrooms	1460	0
	Roofing Replacement	1460	0
	Drape Replacement	1460	500
	Pest control	1460	0
	Exterior & Insulation up grades	1460	0
	Appliances	1465	0
	Carports	1470	0
	<u>CA39P053004 Subtotal</u>		4,500

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost (\$)
HA-Wide	Document Translations	1408	500
Management	Computer Programming Consultant	1408	3,000
Improvements	Part-time Secretary	1408	7,446
	Family Investment Center	1408	15,000
	File Storage Reduction	1408	0
	Resident Council Neighborhood Watch	1408	0
	Resident Council Equipment	1408	1,000
	Resident Council Sports	1408	1,000
	Resident Council Drug Elimination/Awareness	1408	1,000
	Resident and Staff Training	1408	15,000
	Communication Upgrades	1408	11,000
	Office Equipment Replacement	1408	3,000
	Computer Software Upgrades	1408	5,000
	Safety Equipment	1408	1,000
	PR Orientation Presentation Program	1408	0
	PM and Asset Management Programs	1408	20,790
	Management Improvements Subtotal		84,736
Non-technical Salaries	Administrative	1410.1	70,686
	Non-technical Salaries Subtotal		70,686
CGP Audit Cost	Audit	1411	1,500
	CGP Audit Cost Subtotal		1,500
Architectural & Engineering Fees	Fees and Costs	1430.1	12,000
	Architectural & Engineering Subtotal		12,000
Non-dwelling Equipment – Automotive	Vehicle Replacement	1475.7	0
	Non-dwelling Equipment Subtotal		0
	HA-Wide Subtotal		168,922
	Grand Total		706,864

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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)
CA 53 001	07/01/07	6/30/09
Sunnyside Village		
CA 53 002	07/01/07	6/30/09
Valley View Village		
CA 53 004	07/01/07	6/30/09
Sycamore Court		
HA-Wide		
Management Improvements	07/01/07	6/30/09
Document Translations	07/01/07	6/30/09
Computer Programming Consultant	07/01/07	6/30/09
Part-time Secretary	07/01/07	6/30/09
Family Investment Center	07/01/07	6/30/09
File Storage Reduction	07/01/07	6/30/09
Resident Council Neighborhood Watch	07/01/07	6/30/09
Resident Council Equipment	07/01/07	6/30/09
Resident Council Sports	07/01/07	6/30/09
Resident Council Drug Elimination/Awareness	07/01/07	6/30/09
Resident and Staff Training	07/01/07	6/30/09
Communication Upgrades	07/01/07	6/30/09
Office Equipment Replacement	07/01/07	6/30/09
Computer Software Upgrades	07/01/07	6/30/09
Safety Equipment	07/01/07	6/30/09
Administrative	07/01/07	6/30/09
Audit	07/01/07	6/30/09
Fees and Costs	07/01/07	6/30/09
Vehicle Replacement	07/01/07	6/30/09

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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

-or-

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

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development (as of September 28, 2004)
53001	Sunnyside Village	8	5.3

Description of Needed Physical Improvements or Management Improvements	Estimated Cost (\$)	Planned Start Date (HA Fiscal Year)
Receptionist	105,781	2005
Landscaping	5,000	2005
Fencing Replacement	0	N/A
Parking lot Renovation	0	N/A
Assessable Routes to units	0	2005
Painting Interior/Exterior	170,377	2005
Air Conditioning	0	N/A
Kitchens	25,000	2005
Bathrooms	0	N/A
Carpet Installation	0	N/A
Roofing Replacement	0	N/A
Underground Utilities	0	N/A
Drape Replacement	10,000	2005
One Bedroom Dryer Adaptation	45,000	2008
Physical Security	0	N/A
Pest Control	0	N/A
Exterior & Insulation up grades	302,421	2005
Appliances	20,000	2006
Carports	150,000	2007
Community Building Kitchen	0	N/A
Remodel of Community Building	0	N/A
Maintenance Equipment Replacement	17,500	2005
CA39P053001 Subtotal Estimated Cost Over Next 5 years	851,079	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development (as of September 28, 2004)
53002	Valley View Village	4	4

Description of Needed Physical Improvements or Management Improvements	Estimated Cost (\$)	Planned Start Date (HA Fiscal Year)
Landscaping	5,000	2005
Parking lot Renovation	0	N/A
Assessable Routes to units	0	2005
Painting Interior/Exterior	75,000	2005
Air Conditioning	0	N/A
Kitchens	25,000	2005
Bathrooms	5,000	2005
Drape Replacement	5,000	2009
Carpet Installation	0	N/A
Heating Systems	0	N/A
Water Heater Replacement	0	N/A
Physical Security	0	N/A
Underground Utilities	0	2005
One Bedroom Dryer Adaptation	12,000	2008
Replacement Water Valves	0	N/A
Roofing Replacement	0	N/A
Pest Control	0	N/A
Exterior & Insulation Up grades	142,000	2005
Appliances	10,000	2006
Carports	100,000	2006
Resident Activity Building	210,000	2008
Lawnmower shop and paint storage	0	N/A
Maintenance Equipment Replacement	20,000	2005
CA39P053002 Subtotal Estimated Cost Over Next 5 Years	609,000	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	No. Vacant Units	% Vacancies in Development as of September 28, 2004
53004	Sycamore Court	0	0
Description of Needed Physical Improvements or Management Improvements			Estimated Cost (\$)
Landscaping			0
Assessable Routes to units			0
Painting Interior/Exterior			15,000
Air Conditioning			0
Kitchens			5,000
Carpet Installation			0
Physical Security			0
Underground Utilities			0
Replacement Water Valves			0
Bathrooms			50,680
Roofing Replacement			0
Drape Replacement			1,000
Pest Control			0
Exterior & Insulation Up Grades			0
Appliances			5,000
Carports			15,000
CA39P053004 Subtotal Estimated Cost Over Next 5 Years			91,680

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	No. Vacant Units	% Vacancies in Development	
	PHA Wide			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Document Translations			2,500	2005
Computer Programming Consultant			15,000	2005
Part-time Secretary			41,139	2005
Family Investment Center			75,000	2005
File Storage Reduction			0	N/A
Resident Council Neighborhood Watch			1000	2005
Resident Council Equipment			17,000	2005
Resident Council Sports			17,000	2005
Resident Council Drug Elimination/Awareness			17,000	2005
Resident and Staff Training			95,000	2005
Communication Upgrades			11,000	2005
Office Equipment Replacement			15,000	2005
Computer Upgrades			25,000	2005
Safety Equipment			5,000	2005
PR Orientation Presentation Program			0	N/A
PM and Asset Management Programs			111,619	2004
Homeownership Program			448,258	2006
Administrative			353,430	2005
Audit			7,500	2005
Architectural and Engineering Fees and Costs			74,523	2005
Vehicle Replacement			50,000	2005
HA-Wide Subtotal			1,763,072	
Grand Total			3,534,320	

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

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

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

If yes, list development name/s below:

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

If yes, list developments or activities below:

Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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: N/A 1b. Development (project) number: N/A
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input checked="" 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 checked="" type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (07/01/2004 PHA Plan)
5. Number of units affected: None under ACC 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development <input checked="" type="checkbox"/> Acquisition of non-development units

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:
To be determined.

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? DD/MM/YY

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Section 8 FSS Program	56	Waiting List	Development Offices	Section 8 (SC8)
<u>Family Investment Center:</u> Computer Classes, 4 – 8 yr. olds. Computer Classes, 9 yr. and up Computer Classes, adults: Keyboarding Introduction to Windows Introduction to Word Advanced Word Excel	All are 10 per class	Waiting Lists	Development Offices	SC8 FSS & PH
	All are 10 per class.	Waiting Lists	Development Offices	SC8 FSS & PH

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2004)	Actual Number of Participants (As of: 12/09/04)
Section 8	56	33

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:

Informative flyers are distributed to clients with their annual re-examination appointment letters and the FSS program is being discussed at the appointments.

Information about the FSS program is provided to new clients at their orientation briefings.

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)
Including the requirements in public housing leases.

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

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

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)
Checking the booking log weekly at the county jail. The log lists crimes and the perpetrators’ addresses.
Local news media

3. Which developments are most affected? (list below)
53-1, 53-2

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

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

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

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

C. Coordination between PHA and the police

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan

- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)
 - Police Activities League
 - Problem Oriented Policing
 - Crime Free Multi-housing Programs with the Kings County Sheriff's Department and the Hanford and Corcoran Police Departments
 - Presentations to law enforcement agencies from a PHA staff member about the Section 8 Program, including crime prevention, requirements for compliance with the law by program participants, and agency cooperation in enforcement actions.

2. Which developments are most affected? (list below)
53-1, 53-2, and 53-4

D. Additional information as required by PHDEP/PHDEP Plan

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

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

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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 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

[24 CFR Part 903.7 9 (q)]

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 Attached at Attachment (File name)
 Provided below:
 1. Create and use a form at public housing residents' annuals asking for specific bad lighting and pest infestation examples. These areas are consistently the lowest scoring areas on HUD's Customer Satisfaction Surveys. The agency has not been able to determine where residents feel additional lighting is needed. There are lights on telephone poles, in the common areas, and on the front and back exteriors of the buildings. The Housing Program Specialists will ensure the information is obtained.

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)
 1. The PHA will follow the recommendation.

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

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

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

3. Description of Resident Election Process
 - a. Nomination of candidates for place on the ballot: (select all that apply)
 Candidates were nominated by resident and assisted family organizations
 Candidates could be nominated by any adult recipient of PHA assistance

- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (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: State of California

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

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
 - Objective 1: Meet the housing needs of low-income renter households, including providing homeownership opportunities for first-time homebuyers.
 - Objective 3: Meet the housing and supportive housing and accessibility need of the homeless and other special needs groups; including prevention of homelessness.
 - Objective 4: Remove impediments to Fair Housing.
- Other: (list below)

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

The State Department of Housing and Community Development (HCD) encourages the Kings County Housing Authority to submit suggestions, improvements, and additional objectives for consideration in State Consolidated Plan updates. HCD also solicits information and feedback from housing authorities. This collaboration of the housing needs of Kings County provides HCD with a means of sharing solutions to similar problems among the agencies in its jurisdiction.

D. Other Information Required by HUD

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

Attachment A

Admissions Policy for Deconcentration Admissions Policy for Deconcentration

SECTION 200, PART V TENANT SELECTION AND ASSIGNMENT POLICY

1. Objective:

It is the policy of this Authority to avoid concentration of the most economically and socially deprived families and to house families with a broad range of incomes, representative of the range of income of low-income families in the area of operation, and with rent paying ability sufficient to achieve financial stability of the HUD-aided housing units. To accomplish this objective, studies will be conducted at least annually to compile the following data:

- a. Distribution of incomes of all low-income families in the area of operation of this Authority and average rents that would be achieved from these families.
- b. Actual distribution of incomes of all families residing in the HUD-aided housing units and average rents that are being achieved from these families.
- c. Distribution of incomes of all applicants and average rents that would be achieved from these applicants.
- d. Average operating costs of HUD-aided housing units.
- e. Average rents required to meet the operating costs.

2. Rent Ranges:

On the basis of the foregoing data, rent ranges for use in the selection of tenants will be established in a manner as to accomplish, insofar as possible, the following goals:

- a. A tenant body comprised of families with a broad range of incomes, representative of the range of incomes of low-income families in the area of operation.
- b. Sufficient rental revenue to cover operating costs.

To achieve the income-mixing and deconcentration goals, the use of rent ranges permits the skipping of a family on the waiting list specifically to reach another family with a lower or higher income as appropriate. Higher income tenants are brought into lower income developments and lower income tenants are brought into higher income developments to achieve the appropriate income mix. The application of rent ranges and the targeted rent range percentages are consistent at all developments.

3. Additional Deconcentration/Income-mixing Efforts:

- a. Site-based waiting lists will be utilized.
- b. Comparable amenities and supportive services are available to the residents of all developments.
- c. Marketing efforts are being made to expand the applicant base.

3. Fair Housing Compliance:

The Housing Authority will not permit unacceptable disparities between areas or buildings within developments to achieve its deconcentration and income-mixing goals. The Housing Authority will affirmatively further fair housing and civil rights laws so that racial steering and other housing discrimination does not result.

Attachment B

Section 8 Homeownership Program Capacity Statement

In accordance with the Section 8 Homeownership Program Final Rule, issued September 12, 2000, Public Housing Authorities are permitted to administer a voucher homeownership program. A PHA planning to administer a homeownership program must include a capacity statement as an attachment to the PHA Plan.

The Kings County Housing Authority will satisfy at least one of the following criteria to demonstrate its capacity in the event a homeownership program is initiated:

- a) A minimum homeowner down payment requirement of at least 3 percent will be required, of which at least one percent must come from the family's resources; or
- b) Financing for the purchase of a home under the Section 8 Homeownership Program will be provided, insured, or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.

Attachment C

Resident Advisory Board Membership

PHA management staff and all HUD program participants were designated as Resident Advisory Board members. The following individuals participated.

Bill Badertscher
Robert Hoskins
Randy McNary
Donna Puckett
Judy Reece
Tracy Robertshaw
Gail Forsythe

Attachment D

Pet Policy Description

The Housing Authority allowed common household pets such as birds, fish, cats, dogs, hamsters, etc., in its public housing developments beginning July 1, 2001. Excluding fish, there is a limit of one pet per unit.

Owners are required to maintain their pets responsibly and in accordance with applicable state and local laws and with the Housing Authority's pet policy.

Exotic animals and animals not permitted by law/local ordinance (for example, ferrets or chickens) will be prohibited.

Pets must be registered initially and annually thereafter. Proof of applicable license, inoculations, spaying or neutering of cats or dogs, identification tags, a photograph of the pet, and a statement naming an emergency custodian of the pet are required in order to register the pet. There is an additional \$150 security deposit and an annual \$75 fee to cover reasonable pet-related operating expenses, such as clerical and inspection costs.

There are size and weight limitations on dogs.

Owners shall be given a notice to correct any problems regarding pets that pose a nuisance, such as disturbing the peace of the complex by excessive barking or unruly behavior. At management's request, owners must immediately remove any pet that poses a hazard or engages in dangerous behavior, such as biting or attacking an animal or person.

Pet owners will be liable for any damages caused by their pets. Residences with pets must be maintained in a clean and sanitary manner and are subject to monthly inspections.

Residents who "pet sit" will be required to fully comply with the pet policy.

Unattended animals, such as those left inside automobiles on hot days, abandoned animals, strays, and pets that the alternate pet custodians refuse to care for will be subject to removal.

The pet policy (except requirements to maintain the animal responsibly, register the animal, and be responsible for damages) and pet deposit will not apply to animals such as seeing-eye dogs, which are used to assist individuals with disabilities. However, a resident who wishes to be excluded from the pet policy for this reason will be required to furnish evidence that he/she requires an assistive device and that the animal has been appropriately trained.

Attachment E

Community Service Description

The Kings County Housing Authority accepts any combination of community service and self-sufficiency activities performed in Kings County totaling eight hours per month to meet the Community Service requirement.

Community service activities include but are not limited to activities improving the physical environment of the resident's development, volunteer work in a local school, hospital, or child care center, working with youth organizations, helping neighborhood groups on special projects, or participation in programs that develop and strengthen resident self-responsibility such as drug and alcohol abuse counseling and treatment, household budgeting, credit counseling, and English proficiency.

Self sufficiency activities are those designed to encourage, assist, train, or facilitate economic independence. Apprenticeships, job readiness training, substance abuse and mental health counseling and treatment, Family Investment Center classes, and credit counseling are considered activities that promote economic self-sufficiency.

The Housing Authority links residents with agencies seeking volunteers or providing self-sufficiency activities. Political activity, hazardous work conditions, or labor that would otherwise be performed Housing Authority employees for essential services are unacceptable. Volunteers are responsible for providing signed attendance records to the Housing Authority annually.

The Housing Authority verifies compliance with the requirement at least 30 days prior to the end of the lease term as part of the annual re-examination process. The family is given a 30-Day Notice of Termination of Tenancy if a household contains a nonexempt adult who has failed to comply. However, the eviction will be suspended if both the non-compliant adult(s) and the head of household sign an agreement to make up the total hours needed within the next 12-month period. Subsequent failure of the family to complete the required hours will result in eviction of the entire family, unless the noncompliant person is no longer a part of the household.

The Housing Authority verifies all exemptions and maintains documentation in the resident's file. Exemption status, except birth date, is re-verified annually. Residents may request a change in exemption status during the year. The Housing Authority will approve the change after documentation to support the request has been provided and the change will be effective the first of the month following the request. A resident who does not notify the Housing Authority of a change in status and/or does not provide acceptable verification will not be exempt from the community service requirement. Exemptions are given for persons aged 62 or older, persons with disabilities to the extent the disability makes the person unable to comply, persons engaged in work activities as defined by section 407(d) of the Social Security Act (a list of such activities is included in the admin plan), persons participating in a welfare-to-work program, and persons receiving assistance from and in compliance with a state program funded under part A, Title IV of the Social Security Act.

PHA Plan Table Library

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

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 years. 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				
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>