

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

PHA Plans

**5 Year Plan for Fiscal Years 2005-2009
Standard Annual Plan for
Fiscal Year: 2008 (10/01/08 – 09/30/09)**

**PHA Name: Housing Authority of the
County of Merced**

**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 County of Merced

PHA Number: CA-023

PHA Fiscal Year Beginning: 10/2008

PHA Programs Administered:

Public Housing and Section 8
 Section 8 Only
 Public Housing Only
 Number of public housing units: 454
 Number of S8 units:
 Number of public housing units:
 Number of S8 units: 2,705

PHA Consortia: (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

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:
The Housing Authority of the County of Merced offers affordable housing opportunities to our community by providing access to a variety of services and programs to promote self-sufficiency and to enhance the quality of life for those we serve.

We strive to provide housing assistance, training, education, and homeownership opportunities by participation in the acquisition, development and operation of affordable housing through the utilization of various funding sources and partnerships that build pride and responsibility in our residents.

We are committed to giving our clients and each other courtesy, respect and quality customer care. We will ethically apply the laws, rules and regulations that govern this agency, and further affirm the value and dignity of each person we serve and with whom we work.

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) 86
- Improve voucher management: (SEMAP score) 94
- Increase customer satisfaction:
- Concentrate on efforts to improve specific management functions:
Reduce lease up and unit turn around.
- 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: contingent upon funding
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

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

PHA Goal: Provide an improved living environment

Objectives:

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

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:

- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: Continue to increase collaborative efforts to bring additional economic independence opportunities to families and individuals.

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: Actively promote equal/fair housing opportunities.

Other PHA Goals and Objectives: (list below)

- Staff is committed to high quality standards
- Provide high quality services to the families we serve
- Provide Annual Meetings with Section 8 owners
- Ethically apply the rules and regulations that govern the Agency
- Affirm the value and dignity of each person we serve and work with
- Increase assisted housing choices
- Develop/implement voucher Homeownership Program
- Converting low-income public housing to mixed-financed developments
- Pursue all available Federal assisted housing opportunities and seek private resources

Annual PHA Plan
PHA Fiscal Year 2008
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

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 Housing Authority of the County of Merced (HACM) submits its Annual Agency Plan for Funding Year 2008 to the U.S. Department of Housing and Urban Development (HUD). This Executive Summary reviews the goals and objectives that were adopted as part of the Agency's Five Year Plan with highlights of 2008 and the projects and goals that are underway.

MANAGEMENT

1. Increase capacity of programs, services and inventory
2. Develop funding sources to reduce dependence on government subsidy
3. Transition public housing to asset management
4. Affirm customer care and provide a positive working environment
5. Expand community partnerships and variety of services
6. Advocate for affordable housing
7. Employ ethical standards in applying the rules, regulations and laws that govern the Agency
8. Increase PHAS and SEMAP Scores
9. Continue to perform Strategic Planning (including Annual and Five-Year Agency Plans)

HACM has transition projects to Asset Management Properties (AMP) and asset management. The upgrade of the central computer system will provide the Housing Authority with more detailed and accurate program reporting. HACM shall continue to assure that all staff receives appropriate training. HACM shall update website to include Agency Plan, Administrative Plan and ACOP. HACM shall review and update Section 8 Administrative Plan and Public Housing Occupancy Policy.

EXPANSION OF HOUSING STOCK

1. Complete the rebuilding process at the Planada Migrant Center
2. Develop new affordable housing units/complexes throughout Merced County
3. Expand financial base-increase funding from non-federal resources

The HACM is currently in the final stages of the disposition of 39 units for the development and construction of Gateway Terrace project that will provide multifamily residential rental units. The HACM is also working on finalizing the funding for the Felix Torres Migrant Center, which will include the 60-unit Planada Migrant Center and 52-unit Planada Year-Round Center. HACM shall continue to pursue funding opportunities in an effort to acquire and/or construct additional affordable housing as opportunities present themselves.

HACM purchased oak Terrace, a 66 unit complex, expanding HACM housing stock.

MARKETABILITY

1. Enhance the marketability of the Housing Authority of the County of Merced's public housing units
2. The Housing Authority of the County of Merced shall become a more customer-oriented organization

HACM continues to aggressively promote all of the HACM housing programs to reduce vacancies, facilitate access to available programs, and to develop new relationships in the community. The obligation of a portion of the Capital funds will allow the HACM to focus on the appearance of various sites and the marketability of those specific developments.

Site improvements have included landscape upgrades at Dos Palos Complex, and Administration building and shall continue with focus on Los Banos complex and other sites as needed and funding permits.

SECURITY

1. Provide a safe and secure environment in the Housing Authority of the County of Merced's public housing developments
2. Provide a safe and secure environment for the Housing Authority of the County of Merced's employees
3. Improve the residents and community's perception of safety and security in the Housing Authority of the County of Merced's public housing development

Staff will continue to promote tenant safety by carefully reviewing and addressing all tenant safety concerns and complaints. Lighting issues have been addressed at the Livingston Complex after the Resident Advisory Board (RAB) expressed concerns. As improved lighting continues to be a concern of the RAB, Housing Authority staff will continue to monitor and address these concerns.

TENANT-BASED HOUSING

1. Manage the Housing Authority of the County of Merced's tenant-based program in an efficient and effective manner thereby qualifying as a "high performer" under HUD's Section 8 Management Assessment Program (SEMAP)
2. Lease up all new increments of Section 8 Housing within available funding constraints

Agency continues to work within current funding constraints and in maintaining a high utilization rate. HCV Staff continue to work and promote the program to new landlords/owners in an effort to provide rental opportunities throughout the county. Agency will continue to improve SEMAP score (currently 94%) and maximize the number of individuals served by more effective utilization of money allocated for HAP payments.

MAINTENANCE

1. Maintain the Housing Authority of the County of Merced's real estate in safe, decent and sanitary condition
2. Deliver timely and high quality maintenance service to the residents of the Housing Authority

Staff continues to maintain the overall good condition of all units, assuring compliance with established quality and safety standards. Available Capital Funds will be used to maintain and upgrade current housing stock. Shall continue to rehabilitate units, upgrade windows, siding, and HVAC units as funding permits. Seek additional funding sources as they become available. Continue to improve PHAS score (currently 86%) and turn over vacant Public Housing units within 20 days of the vacate date.

FISCAL RESPONSIBILITY

1. Ensure full compliance with all applicable standards and regulations including government generally accepted accounting practices
2. Reduce dependency on federal funding

Aggressively pursuing all federal, state and local funding announcements. HACM will continue to explore alternative means of funding new development and construction of affordable housing units. Continue to develop and strengthen partnerships with private developers and utilize local non-profit agencies to expand other housing revenue sources not generally available to Public Housing Agencies.

PUBLIC IMAGE

1. Perform public relations throughout community
2. Enhance the image of affordable housing programs in our community
3. Develop productive partnerships with community organizations

Continue HACM high visibility and positive image through increased involvement in the community. Develop high-quality promotional materials. Convene at least one meeting per year with Section 8 landlords, and other property managers, realtors and housing providers. Participate in Continuum of Care, assisting homeless persons with psychiatric disabilities through Shelter Plus Care program.

SUPPORTIVE SERVICES

1. Improve access of public housing residents to services that support economic opportunity and quality
2. Improve economic opportunity (self-sufficiency) for the families and individuals that reside in our Housing Authority of the County of Merced
3. Provide supportive services targeting the elderly/disabled through ROSS elderly disabled program.
4. Operate the John O'Banion Learning Center to best meet our resident and community needs. The HACM provides lease space to several community organizations, including: a branch of the Stanislaus County Office of Education; daycare provider; Golden Valley Health Center; medical services; Merced County Office of Education; educational programs; Merced County Library; Women and Infant Care Program; Resident Services Offices.

HACM continues to increase community partnerships and seek funding sources to maintain and expand existing programs to tenants and HCV/Section 8 clients. Staff continues to develop and promote strong working relationships with social services providers in an effort to increase the availability to resources to families. Continue to promote all Self-Sufficiency, FSS and Homeownership programs.

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	53
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Table Library Attachments:

<input checked="" type="checkbox"/> FY 2008 Capital Fund Program Annual Statement	67
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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
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent 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

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
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 checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	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
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	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
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	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
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
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
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

*All supporting documents for FY 2008 Agency Plan can be reviewed at the Housing of Authority's Central Office.

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	3559	84%	5	5	3	4	3
Income >30% but <=50% of AMI	536	13%	4	4	3	3	3
Income >50% but <80% of AMI	119	3%	3	3	3	2	3
Elderly	25	1%	3	3	3	2	4
Families with Disabilities	72	2%	3	4	4	4	4
Race/Ethnicity: Hispanic	2178	52%	3	3	3	3	3
Race Ethnicity: Non-Hispanic	2010	48%	3	3	3	3	3
Race/Ethnicity: White	3489	83%	3	3	3	3	3
Race/Ethnicity: Black	497	12%	3	3	3	3	3
Race/Ethnicity: US Indian	31	1%	3	3	3	3	3
Race/Ethnicity: Asian	184	4%	3	3	3	3	3

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:
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: Housing Authority's combined waiting lists from Section 8 and

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 checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	2619		11
Extremely low income <=30% AMI	2372	91%	
Very low income (>30% but <=50% AMI)	182	7%	
Low income (>50% but <80% AMI)	54	2%	
Families with children	1425	54%	
Elderly families	11	0%	
Families with Disabilities	19	1%	
Race/ethnicity:White	2475	95%	
Race/ethnicity:Black	55	2%	
Race/ethnicity:US Indian NatA	5	0%	
Race/ethnicity: Asian/Pac Isld	82	3%	
Race/ethnicity: Hispanic	1386	53%	
Race/ethnicity: Non-Hispanic	1209	46%	

Housing Needs of Families on the Waiting List			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	1122	43%	
2 BR	1024	39%	
3 BR	285	11%	
4 BR	172	7%	
5 BR	7	0%	
5+ BR	0	0%	

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1595		65 (4%)
Extremely low income <=30% AMI	1464	92%	
Very low income (>30% but <=50% AMI)	118	7%	
Low income (>50% but <80% AMI)	9	1%	
Families with children	1157	73%	
Elderly families	14	1%	
Families with Disabilities	53	3%	
Race/ethnicity:White	1014	64%	
Race/ethnicity:Black	442	28%	
Race/ethnicity:US Indian NatA	26	2%	
Race/ethnicity: Asian/Pac Isld	102	6%	

Housing Needs of Families on the Waiting List			
Race/ethnicity: Hispanic	792	50%	
Race/ethnicity: Non-Hispanic	801	50%	

Housing Needs of Families on the Waiting List - Combined

1BR	1528	36%	
2 BR	1712	41%	
3 BR	668	16%	
4 BR	270	6%	
5 BR	21	0%	
5+ BR	15	0%	
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 checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction

- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

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: Seek funding to implement Elderly/Disabled Service Coordinator Program to ensure tenants are provided easy access to supportive services needed to remain self-sufficient and living independently. Continue to collaborate with Area Agency Aging.

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: Seek funding to implement Elderly/Disabled Service Coordinator Program to ensure tenants are provided easy access to supportive services needed to remain self-sufficient and living independently

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)
Actively promote Equal/Fair Housing opportunities to families. Encourage and Promote Equal/Fair Housing training with staff.

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

(2) Reasons for Selecting Strategies

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

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

2. Statement of Financial Resources

[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 2005 grants)		
a) Public Housing Operating Fund	\$402,224	
b) Public Housing Capital Fund	\$990,636	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$16,939,274	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants	\$83,333	
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
2. Prior Year Federal Grants (unobligated funds only) (list below)		
CFP	\$918,693	PH Capital Investments
3. Public Housing Dwelling Rental Income	\$1,890,000	PH Operations
4. Other income (list below)		
4. Non-federal sources (list below)		
Total resources	\$21,224,160	

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)
3 months.

Other: (describe)

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

- Criminal or Drug-related activity
- Rental history

- Housekeeping
- Other (describe): Credit Checks

- c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

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

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

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

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

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

1. How many site-based waiting lists will the PHA operate in the coming year? **3**

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**

3. Yes No: May families be on more than one list simultaneously
If yes, how many lists? **Families may be on all three lists**

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
Tenant may request a transfer by completing a transfer request form. The Housing Authority will review request and may request to meet with tenant to better understand need.
- Other: Reasonable accommodation for disability

c. Preferences

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

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

Former Federal preferences:

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

- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

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

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

1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

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

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

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

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

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

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

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

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

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

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

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

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

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

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

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

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

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

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug-related activity

- Other: Rent payment history, damages and house keeping when applicant's signature of release is provided.

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- None
 Federal public housing
 Federal moderate rehabilitation
 Federal project-based certificate program
 Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- PHA main administrative office
 Other (list below)

(3) Search Time

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

If yes, state circumstances below:

When requested and needed as a reasonable accommodation by someone with a disability or; due to extenuating circumstances such as a medical emergency.

(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)
-Disaster

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

1 Date and Time

Former Federal preferences

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

1 Victims of domestic violence
Substandard housing
Homelessness
High rent burden

Other preferences (select all that apply)

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

4. 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)

4. PHA Rent Determination Policies [24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

If the Housing Authority determines that a hardship is temporary, a minimum rent will not be imposed for a period of up to 90 days from date of the family's request.

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:

Federal Regulations require that Flat Rents be developed for all PH developments. The Agency has developed a Flat Rent schedule, which is updated on an annual basis.

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

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

If yes, state amount/s and circumstances below:

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

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

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____
- Other (list below)

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

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

B. Section 8 Tenant-Based Assistance

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

(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: as needed due to budget constraints

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

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

(2) Minimum Rent

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

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

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

If a family requests a hardship exemption, the PHA will determine if that hardship is temporary and a minimum rent will not be imposed for a period of up to 90 days from the date of family’s request.

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 Housing Authority is headed by a Board of Commissioners. The Executive Director of the Housing Authority of the County of Merced manages the operations, directs department directors, and provides over-site to various housing programs.

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	452	

Section 8 Vouchers	2705	
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs(list individually)		
FSS	29	
ROSS	128	

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)

- ACOP

(2) Section 8 Management: (list below)

- Section 8 – Administrative Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

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

PHA main administrative office

- PHA development management offices
 Other (list below)

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

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) CA

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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

-or-

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

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

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

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

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

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

Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
If yes, list developments or activities below:
Gateway Terrace – disposition of 39 units for development and construction of 82 multi-family residential rental units.

- 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: Gateway Homes 1b. Development (project) number: CA39-230001
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (November/2006)
5. Number of units affected: 39
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: August 2008 b. Projected end date of activity: August 2009

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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: Acquisition Home 1b. Development (project) number: CA 23-21, CA 23-22, CA 23-23
2. Federal Program authority: <input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input checked="" type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (11/02/2001)
5. Number of units affected: 98 6. Coverage of action: (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

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

Currently, the PHA does not plan to administer a Section 8 Homeownership program. There is a possibility of administering program in 2008 depending on funding.

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

- Yes No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?
If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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)

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)
<i>Community Center - Provide a variety of programs and supportive services to promote self-sufficiency, job readiness training, computer literacy, and</i>	<i>Varies</i>	<i>Open Entry</i>	<i>O'Banion Center</i>	<i>Both</i>

<i>after school programs</i>				
<i>Worknet OneStop - Workforce Investment Act: provides employment assistance, use of fax, telephones, emails, job search, life skills workshops, and assessments</i>	<i>Varies</i>	<i>Open</i>		<i>Both</i>
Child Care	<i>Varies</i>	<i>Enrollment</i>	<i>O'Banion Center</i>	<i>Community</i>
Women Infant Children	<i>Varies</i>	<i>Open</i>	<i>O'Banion Center</i>	<i>Community</i>
Food Program	<i>Varies</i>	<i>Open</i>	<i>O'Banion Center</i>	<i>Community</i>

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: 01/04/08)
Public Housing	N/A	
Section 8		30

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

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

COMMUNITY SERVICE OR SELF-SUFFICIENCY WORK ACTIVITIES (24 CFR 960.600)

GENERAL REQUIREMENTS (24 CFR 960.603)

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

- 1) Contribute 8 hours per month of community service; or
 - 2) Participate in an economic self-sufficiency program for 8 hours per month; or
 - 3) Perform 8 hours per month of combined community service and self-sufficiency
- Violation of the service requirement is grounds for non-renewal of lease at the end of the 12 month lease term.

DEFINITIONS (24 CFR 960.601)

Community Service, is defined as “the performance of volunteer work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community.” Community Services is not employment and may not include political activities.

EXEMPT INDIVIDUALS (24 CFR 960.601)

The following adult members of tenant families are exempt from this requirement:

- 1) Family members who are 62 years or older;
- 2) Family members who are blind or disabled who has certified that based on the disability he/she is unable to comply with the requirement. (PIH 2003-17 and 24 CFR 96.601(b)(2)(i)).
- 3) Family member who is the primary caretaker of someone who is blind or disabled;
- 4) Currently engaged in work activities, (minimum 30 hours a week).
- 5) Family members who are exempt from work activity under part A title IV of the Social Security Act or under any other State welfare program, including the welfare-to-work program
- 6) Family members receiving assistance under a State program funded under part A title IV of the Social Security Act or under any other State welfare program, including welfare-to work and who are in compliance with that program.

The Housing Authority shall provide the family with an exemption verification form. Upon receiving supporting documentation, the Housing Authority will make the final determination whether or not exemption is approved.

If resident does not agree with the Housing Authority determination, he/she can dispute the decision through the Grievance Procedure.

FAMILY OBLIGATIONS

At lease execution and/or at each annual re-examination, all adult members of tenant families must:

- Provide documentation that they qualify for an exemption if they claim to be exempt from Community Service Requirement; and
- Sign a certification that they have received, read and understand that if they are not exempt, failure to comply with the Community Service Requirement will result in non-renewal of their lease.
- At each annual re-examination, non-exempt family members must present verification (on a form provided by the HACM) of the activities performed over the previous 12 months.

Change in Exempt Status:

When an adult's exempt status changes during the year, the following is required of him/her:

- If, during the 12 month period, a non-exempt person becomes exempt, it is his/her responsibility to report this to the HACM and to provide the necessary documentation.
- If, during the 12 month period, an exempt person becomes non-exempt, it is his/her responsibility to report this to the Housing Authority.
- The Housing Authority will provide a Community Service Form

HOUSING AUTHORITY OBLIGATIONS (24 CFR 960.605(c))

At the initial application and at all re-examinations, the HA will provide the following to the greatest extent possible and practicable:

- Provide the family with written description of the Community Service Requirement
- Provide information on the process for claiming exempt status
- Provide *exempt verification* forms
- Notify family of Housing Authority's determination, identifying the family members who are subject to the Community Service requirement and members that are exempt
- Provide information about suitable Community Service positions
- Provide *tracking certification* form to document Community Service hours
- Review family compliance with Community Service Requirement

NON-COMPLIANCE (24 CFR 960.607)

The Housing Authority will notify any family found to be in non-compliance.

The Housing Authority notice shall state the following:

- description of non-compliance
- state that the Housing Authority will not renew lease at the end of the 12-month lease term unless:
 - a) non-compliant member and the Head of Household enter into a written agreement with the Housing Authority to make up the deficient hours over the next 12 months; or
 - b) family provides written assurance that tenant or other non-compliant resident no longer resides in the unit
- state that the tenant may request a grievance hearing

If family is still not compliant at the next re-examination, the Housing Authority shall take action to terminate the lease.

13. PHA Safety and Crime Prevention Measures [24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

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 : Agreement with District Attorney's Office

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

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2005 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 2005 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)]

The following rules are established to govern the keeping of pets in and on properties owned and operated by the Housing Authority of the County of Merced (herein after referred to as "HACM"). Tenants and/or owners and their families are herein after referred to as "tenant". Guide dogs for the blind, or other animals specifically utilized in assisting the disabled or the elderly, are specifically excluded from these rules. HACM may designate areas as pet free in the individual complexes. Further, HACM reserves the right to exclude any of the permitted pets from the particular complexes of HACM or from particular units. HACM further reserves the right to exclude different breeds of animals or any individual animal at its discretion.

All pets must be registered with HACM. Tenant must receive and maintain a written permit to keep any animal/pet on or about the premises. You must have an HACM written permit and approval before you obtain a pet. This privilege may be revoked at any time subject to HACM grievance procedure if the animal/pet becomes a problem of any kind including, but not limited to, destruction of HACM property or the property of others, a nuisance or safety hazard to HACM employees or others and/or tenant's failure to comply with the following requirements:

1. A maximum number of two (2) pets is allowed. Only one of the pets may be a dog or a cat.
2. Permitted pets are domesticated dogs, cats, birds and fish aquariums. Dogs must weigh under twenty (20) pounds (adult size) at all times. No vicious, aggressive, or intimidating animals are to be kept. No other type of pet is allowed under any circumstances including, but not limited to, illegal, exotic, or endangered animals, or snakes, alligators, spiders, lizards, rodents, etc. Any dog who is "potentially dangerous" and/or "vicious" as defined in California Food and Agriculture Code Sections 31601-31683 shall not be permitted and must be removed immediately.
3. Dogs are to be licensed yearly with the proper authorities. Tenant must show proof of parvo and distemper shots as well as yearly distemper and rabies booster shots. Cats are to be vaccinated for feline leukemia and yearly distemper shots. Proof of inoculations shall be in the form of a certification by a licensed veterinarian or a state or local authority.
4. All cats and dogs must be spayed or neutered. If such animals/pets are not spayed and have offspring's, tenant is in violation of this rule. Tenant must provide HACM with adequate proof of spaying or neutering of animal. All cats must be declawed.
5. No pet may be kept in violation of state humane or health laws, animal cruelty laws, or local ordinances. It is tenant's responsibility to know these laws and local ordinances and to follow them at all times.
6. Dogs and cats shall remain inside a tenant's unit or the tenant's fenced property, unless they are on a leash and directly controlled by an adult. Animals shall be kept off of other tenant's lawns. Birds must be confined to a cage at all times. Fish are to be kept in a properly equipped fish aquarium.
7. Tenant is to provide waterproof and leakproof litter boxes for cat waste which are to be kept in the unit. Tenant is not allowed to let waste accumulate. Tenant is responsible for properly disposing of cat waste in container provided by HACM outside unit.

Tenant is responsible for promptly cleaning up pet droppings, if any, outside of their unit on HACM property, and properly disposing of said droppings in container provided by HACM outside unit. Tenant must also notify HACM immediately if there is any damage to the tenant's unit or damage or problem with any fencing and/or gates for the unit. If HACM staff is required to clean up any

waste left by a pet, the tenant will be charged \$25.00 for removal of the waste and/or droppings.

8. Tenant shall take adequate precautions to eliminate any pet odors within or around unit and maintain unit in a sanitary condition at all times.
9. Tenant shall not permit any disturbance by their pets, which would interfere with the peaceful enjoyment of other tenants, neighbors and HACM employees, whether by loud barking, howling, biting, scratching, chirping or other activities.

Repeated and substantiated complaints by neighbors or HACM personnel regarding pets disturbing the peace of neighbors through noise, odor, animal waste, damage to the premises or other nuisance will result in the family having to move the pet or possible eviction from the unit by the tenant and his/her family.

10. If pets are left unattended for twenty-four (24) hours or more, HACM may enter to remove the pet and transfer it to the proper authorities subject to the provisions of Section 1954 of the California Civil Code. The tenant will be charged a \$35.00 fee for such removal of a pet from a unit. It shall be the responsibility of the tenant to reclaim the pet and will be at the expense of the tenant. HACM accepts no responsibility for the pet under such circumstances.
11. Tenant shall not alter their unit, patio, or unit area to create an enclosure or other structure for an animal.
12. Tenant is responsible for all damages including, but not limited, to cost of fumigation, damage to carpet, damage to unit, damages to yard or fencing, or any other damage caused by the pet or pets. Pets are to be kept flea, tick and lice free at all times. Tenant will be responsible for flea, tick or any other disease eradication in the event of infestation.
13. Tenant is prohibited from feeding stray animals. The feeding of stray animals shall constitute having a pet without permission of HACM.
14. Tenant shall pay a pet fee of \$10.00 per month for a dog or a cat. Tenant shall pay a pet fee of \$3.00 per month for a bird or fish aquarium.
15. Tenants who violate these rules are subject to:
 - a) Being required to remove the pet or pets within fourteen (14) days of notice by HACM, and/or
 - b) Eviction from public housing
16. Tenant must provide to HACM the name, address, and telephone numbers of an alternate custodian for pet, in the event of tenant illness or other absence from unit.

17. Tenant must remove pet dog from inside the unit if tenant requests a work order and will not be home during scheduled hours for repair. Maintenance personnel will not enter unit if pet dog is present.
18. Any animals unleashed or running loose outside the tenant's unit and/or yard will be turned over to an animal control officer or taken to the local animal shelter.
19. Dogs and cats are to be housebroken and at least six (6) months old before they are allowed in the tenant's unit.
20. Pet owner shall provide HACM with copies of licensing documents, immunization certificates and proof of spaying/neutering before the pet is allowed to be kept at the tenant's unit. It is the tenant's responsibility to update the licensing documents and immunization certificates on a yearly basis and provide those updated documents to HACM.
21. The HACM will issue a "pet tag" that must be worn along with the proper pet "license" on a collar at all times by an authorized dog or cat. Dogs are to wear, at all times, their current dog license and rabies vaccination tags. A fish aquarium shall not be larger than a 20-gallon tank and must be properly secured and maintained for safety.
22. The tenant shall immediately notify HACM of any incident involving the pet where there is any incident, attacking, biting, scratching, injury, damage of any kind to person or property, or complaints from others or any citations, fines, penalties, warning, written reports/letters from any public, community, or governmental agency.

Each tenant has read and understands HACM's Pet Policy and agrees to be bound by and follows all of the terms and conditions contained therein. Tenant understands and agrees that if tenant or nay member of tenant's family or guests or other person under tenant's control violates any of these rules, then tenant and family may be subject to removal of pets from the housing unit and tenant and family may be evicted from public housing at HACM.

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: Project-based Management
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. The Resident Advisory Board requests that the Housing Authority of the County of Merced demonstrate its commitment to the PHA's mission by improving safety and cleanliness.
Suggested Improvements for safety:

- Install security gates and/or security screen doors where appropriate. Primarily where tenants are most vulnerable, such as at elderly complexes.
- Improve lighting, Visit all sites at night to determine where improved lighting would be beneficial to neighborhood safety.

Suggested improvements for cleanliness:

- Provide routine pest control inside and out. Tenants are concerned about ants, black widows, and roaches.
2. The Resident Advisory Board requests that the Housing Authority of the County of Merced adhere to the proposed timeline of activities. (Reference to Item #7, Section B, *HOPE VI and Public Housing Development and Replacement Activities* and Item #8, *Demolition and Disposition*, on pages 34 and 35)
 3. The Resident Advisory Board requests that the Housing Authority of the County of Merced amend the Pet Policy, waiving fees for elderly and disabled tenants. (Pet Policy, Attachment E, pages 58-61)

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.

1. Livingston residents expressed concerns related to inadequate lighting. During the past year new fixtures were installed and additional improvements are included in the upcoming Capital Fund Program.
2. Residents requested pest control inside and out. Staff including maintenance and Resident Services will be proactive in routine pest control measures and housekeeping.
3. Residents requested the Pet Policy be amended to waive fees for elderly and disabled. The current Pet Policy rules, "*Guide dogs for the blind, or other animals specifically utilized in assisting the disabled or the elderly, are specifically excluded from these rules.*"

The PHA changed portions of the PHA Plan in response to comments
List changes below:

Other:
Management will review the need and feasibility of installing security gates at the elderly complex.

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): Two resident commissioners (1-Public Housing and 1-HCV) appointed by Merced County Board of Supervisors. Elections are not held by residents.

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: City Of Merced

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

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

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

Cooperative efforts to maximize Section 8 rental assistance in City. Activities may include, but not limited to:

- Financial support
- Lobbying assistance for increase in voucher allocation

D. Other Information Required by HUD

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

ATTACHMENT A

DECONCENTRATION POLICY

TENANT SELECTION CRITERIA

Objectives: It is the policy of this Housing Authority to avoid concentrations of the most economically and socially deprived families and to house families with a broad range of incomes. In order to deconcentrate poverty and achieve the greatest possible income mix within, public housing, studies will be conducted annually to determine and compare the relative tenant incomes of each development, as well as the incomes of census tracts in which the developments are located, in order to determine whether or not the development contains an appropriate income mix. To achieve such a desirable mix, the agency hereby adopts the following policy:

- A. Income targeting up to 80% of median income, after the extremely low-income targeting requirements

- B. A preference for working families; flat rents and ceiling rents will be set at affordable levels
- C. An open waiting list will be maintained to encourage applicants from all income levels, in an easily accessible manner; and
- D. The Housing Authority will attempt to develop scattered-site, acquisition and mixed-income projects whenever possible
- E. The Housing Authority will check annually to determine that the established income range is 85 percent to 115 percent (inclusive of 85 percent and 115 percent) of PHA-wide average income covered developments.

DECONCENTRATION INCENTIVES

The ease of the applications process, coupled with rents capped at affordable levels, will attract more low - income applicants. Those higher - income applicants will mix with the large number of very - low - income applicants already attracted to the agency waiting lists. Units will then be filled from the mixed - income waiting list when they become available, which will create an income mix within projects.

Affordable flat rents should encourage savings and discourage working families from moving prematurely (before they are able to achieve financial independence). This should serve as an example of achievement to those who want to better themselves, and help preserve the desirable income mix.

ATTACHMENT B

Resident Advisory Board Volunteers 2008

Jose Chavez
2023 Castellana Ct.
Livingston, CA 95334
394-7128

Cristal Davis
2880 Crest Rd.
Atwater, CA 95301
358-3940

Jose Resendez
532 V St.

Merced, CA 95341
388-1385

Sandra Tobar & Eric Guillen-Guzman
922 Linda Vista
Los Banos, CA 93635
827-8956

Geneva Price
8880 Globe Ave.
Dos Palos, CA 93620
392-3573

Leah Clark
2127 Alameda Court
Livingston, CA 95334
341-9786

Karen Henderson
2860 Park Ave #C
Merced, CA 95340
722-2998

ATTACHMENT C

Resident Commissioners on PHA Board

Section 8
Margaret Warmack
3320 Santa Rosa Ct., Apt. A
Merced, CA 95348

Public Housing
Maria Lucio
414 George Dr.
Merced, CA 95341

ATTACHMENT D

COMMUNITY SERVICE OR SELF-SUFFICIENCY WORK ACTIVITIES (24 CFR 960.600)

GENERAL REQUIREMENTS (24 CFR 960.603)

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

- 4) Contribute 8 hours per month of community service; or
 - 5) Participate in an economic self-sufficiency program for 8 hours per month; or
 - 6) Perform 8 hours per month of combined community service and self-sufficiency
- Violation of the service requirement is grounds for non-renewal of lease at the end of the 12 month lease term.

DEFINITIONS (24 CFR 960.601)

Community Service, is defined as “the performance of volunteer work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community.” Community Services is not employment and may not include political activities.

EXEMPT INDIVIDUALS (24 CFR 960.601)

The following adult members of tenant families are exempt from this requirement:

- 7) Family members who are 62 years or older;
- 8) Family members who are blind or disabled who has certified that based on the disability he/she is unable to comply with the requirement. (PIH 2003-17 and 24 CFR 96.601(b)(2)(i)).
- 9) Family member who is the primary caretaker of someone who is blind or disabled;
- 10) Currently engaged in work activities, (minimum 30 hours a week).
- 11) Family members who are exempt from work activity under part A title IV of the Social Security Act or under any other State welfare program, including the welfare-to-work program
- 12) Family members receiving assistance under a State program funded under part A title IV of the Social Security Act or under any other State welfare program, including welfare-to work and who are in compliance with that program.

The Housing Authority shall provide the family with an exemption verification form. Upon receiving supporting documentation, the Housing Authority will make the final determination whether or not exemption is approved.

If resident does not agree with the Housing Authority determination, he/she can dispute the decision through the Grievance Procedure.

FAMILY OBLIGATIONS

At lease execution and/or at each annual re-examination, all adult members of tenant families must:

- Provide documentation that they qualify for an exemption if they claim to be exempt from Community Service Requirement; and
- Sign a certification that they have received, read and understand that if they are not exempt, failure to comply with the Community Service Requirement will result in non-renewal of their lease.
- At each annual re-examination, non-exempt family members must present verification (on a form provided by the HACM) of the activities performed over the previous 12 months.

Change in Exempt Status:

When an adult’s exempt status changes during the year, the following is required of him/her:

- If, during the 12 month period, a non-exempt person becomes exempt, it is his/her responsibility to report this to the HACM and to provide the necessary documentation.
- If, during the 12 month period, an exempt person becomes non-exempt, it is his/her responsibility to report this to the Housing Authority.
- The Housing Authority will provide a Community Service Form

HOUSING AUTHORITY OBLIGATIONS (24 CFR 960.605(c))

At the initial application and at all re-examinations, the HA will provide the following to the greatest extent possible and practicable:

- Provide the family with written description of the Community Service Requirement
- Provide information on the process for claiming exempt status
- Provide *exempt verification* forms
- Notify family of Housing Authority's determination, identifying the family members who are subject to the Community Service requirement and members that are exempt
- Provide information about suitable Community Service positions
- Provide *tracking certification* form to document Community Service hours
- Review family compliance with Community Service Requirement

NON-COMPLIANCE (24 CFR 960.607)

The Housing Authority will notify any family found to be in non-compliance.

The Housing Authority notice shall state the following:

- description of non-compliance
- state that the Housing Authority will not renew lease at the end of the 12-month lease term unless:
 - a) non-compliant member and the Head of Household enter into a written agreement with the Housing Authority to make up the deficient hours over the next 12 months; or
 - b) family provides written assurance that tenant or other non-compliant resident no longer resides in the unit
- state that the tenant may request a grievance hearing

If family is still not compliant at the next re-examination, the Housing Authority shall take action to terminate the lease.

ATTACHMENT E

PET POLICY

The following rules are established to govern the keeping of pets in and on properties owned and operated by the Housing Authority of the County of Merced (herein after referred to as "HACM"). Tenants and/or owners and their families are herein after referred to as "tenant". Guide dogs for the blind, or other animals specifically utilized in assisting the disabled or the elderly, are specifically excluded from these rules. HACM may designate areas as pet free in the individual complexes. Further, HACM reserves the right to exclude any of the permitted pets from the particular complexes of HACM or from particular units. HACM further reserves the right to exclude different breeds of animals or any individual animal at its discretion.

All pets must be registered with HACM. Tenant must receive and maintain a written permit to keep any animal/pet on or about the premises. You must have an HACM written permit and approval before you obtain a pet. This privilege may be revoked at any time subject to HACM grievance procedure if the animal/pet becomes a problem of any kind including, but not limited

to, destruction of HACM property or the property of others, a nuisance or safety hazard to HACM employees or others and/or tenant's failure to comply with the following requirements:

23. A maximum number of two (2) pets is allowed. Only one of the pets may be a dog or a cat.
24. Permitted pets are domesticated dogs, cats, birds and fish aquariums. Dogs must weigh under twenty (20) pounds (adult size) at all times. No vicious, aggressive, or intimidating animals are to be kept. No other type of pet is allowed under any circumstances including, but not limited to, illegal, exotic, or endangered animals, or snakes, alligators, spiders, lizards, rodents, etc. Any dog who is "potentially dangerous" and/or "vicious" as defined in California Food and Agriculture Code Sections 31601-31683 shall not be permitted and must be removed immediately.
25. Dogs are to be licensed yearly with the proper authorities. Tenant must show proof of parvo and distemper shots as well as yearly distemper and rabies booster shots. Cats are to be vaccinated for feline leukemia and yearly distemper shots. Proof of inoculations shall be in the form of a certification by a licensed veterinarian or a state or local authority.
26. All cats and dogs must be spayed or neutered. If such animals/pets are not spayed and have offspring's, tenant is in violation of this rule. Tenant must provide HACM with adequate proof of spaying or neutering of animal. All cats must be declawed.
27. No pet may be kept in violation of state humane or health laws, animal cruelty laws, or local ordinances. It is tenant's responsibility to know these laws and local ordinances and to follow them at all times.
28. Dogs and cats shall remain inside a tenant's unit or the tenant's fenced property, unless they are on a leash and directly controlled by an adult. Animals shall be kept off of other tenant's lawns. Birds must be confined to a cage at all times. Fish are to be kept in a properly equipped fish aquarium.
29. Tenant is to provide waterproof and leakproof litter boxes for cat waste which are to be kept in the unit. Tenant is not allowed to let waste accumulate. Tenant is responsible for properly disposing of cat waste in container provided by HACM outside unit.

Tenant is responsible for promptly cleaning up pet droppings, if any, outside of their unit on HACM property, and properly disposing of said droppings in container provided by HACM outside unit. Tenant must also notify HACM immediately if there is any damage to the tenant's unit or damage or problem with any fencing and/or gates for the unit. If HACM staff is required to clean up any waste left by a pet, the tenant will be charged \$25.00 for removal of the waste and/or droppings.

30. Tenant shall take adequate precautions to eliminate any pet odors within or around unit and maintain unit in a sanitary condition at all times.
31. Tenant shall not permit any disturbance by their pets, which would interfere with the peaceful enjoyment of other tenants, neighbors and HACM employees, whether by loud barking, howling, biting, scratching, chirping or other activities.

Repeated and substantiated complaints by neighbors or HACM personnel regarding pets disturbing the peace of neighbors through noise, odor, animal waste, damage to the premises or other nuisance will result in the family having to move the pet or possible eviction from the unit by the tenant and his/her family.

32. If pets are left unattended for twenty-four (24) hours or more, HACM may enter to remove the pet and transfer it to the proper authorities subject to the provisions of Section 1954 of the California Civil Code. The tenant will be charged a \$35.00 fee for such removal of a pet from a unit. It shall be the responsibility of the tenant to reclaim the pet and will be at the expense of the tenant. HACM accepts no responsibility for the pet under such circumstances.
33. Tenant shall not alter their unit, patio, or unit area to create an enclosure or other structure for an animal.
34. Tenant is responsible for all damages including, but not limited, to cost of fumigation, damage to carpet, damage to unit, damages to yard or fencing, or any other damage caused by the pet or pets. Pets are to be kept flea, tick and lice free at all times. Tenant will be responsible for flea, tick or any other disease eradication in the event of infestation.
35. Tenant is prohibited from feeding stray animals. The feeding of stray animals shall constitute having a pet without permission of HACM.
36. Tenant shall pay a pet fee of \$10.00 per month for a dog or a cat. Tenant shall pay a pet fee of \$3.00 per month for a bird or fish aquarium.
37. Tenants who violate these rules are subject to:
 - c) Being required to remove the pet or pets within fourteen (14) days of notice by HACM, and/or
 - d) Eviction from public housing
38. Tenant must provide to HACM the name, address, and telephone numbers of an alternate custodian for pet, in the event of tenant illness or other absence from unit.
39. Tenant must remove pet dog from inside the unit if tenant requests a work order and will not be home during scheduled hours for repair. Maintenance personnel will not enter unit if pet dog is present.

40. Any animals unleashed or running loose outside the tenant's unit and/or yard will be turned over to an animal control officer or taken to the local animal shelter.
41. Dogs and cats are to be housebroken and at least six (6) months old before they are allowed in the tenant's unit.
42. Pet owner shall provide HACM with copies of licensing documents, immunization certificates and proof of spaying/neutering before the pet is allowed to be kept at the tenant's unit. It is the tenant's responsibility to update the licensing documents and immunization certificates on a yearly basis and provide those updated documents to HACM.
43. The HACM will issue a "pet tag" that must be worn along with the proper pet "license" on a collar at all times by an authorized dog or cat. Dogs are to wear, at all times, their current dog license and rabies vaccination tags. A fish aquarium shall not be larger than a 20-gallon tank and must be properly secured and maintained for safety.
44. The tenant shall immediately notify HACM of any incident involving the pet where there is any incident, attacking, biting, scratching, injury, damage of any kind to person or property, or complaints from others or any citations, fines, penalties, warning, written reports/letters from any public, community, or governmental agency.

Each tenant has read and understands HACM's Pet Policy and agrees to be bound by and follows all of the terms and conditions contained therein. Tenant understands and agrees that if tenant or nay member of tenant's family or guests or other person under tenant's control violates any of these rules, then tenant and family may be subject to removal of pets from the housing unit and tenant and family may be evicted from public housing at HACM.

 Tenant Signature

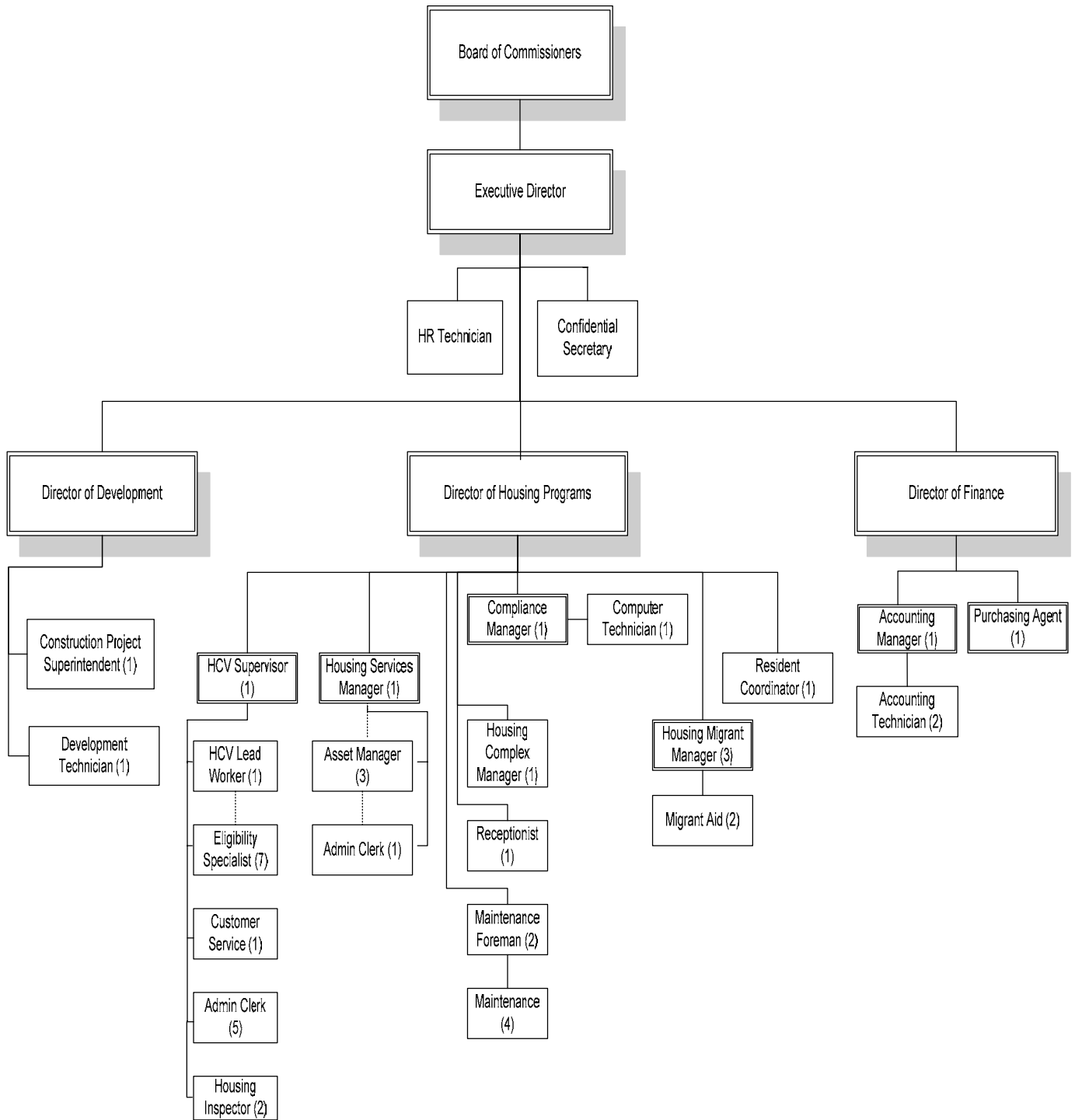
 Date

 Housing Authority Staff Signature

 Date

ATTACHMENT F

PHA Management Organizational Chart



ATTACHMENT G

Description of Homeownership Programs

HOMEOWNERSHIP OPPORTUNITIES PROGRAM

BACKGROUND

In 1995, The Housing Authority of the County of Merced created a homeownership program for tenants residing in public housing called the Homeownership Opportunities Program (HOP). The Homeownership Opportunities Program for lower income families is authorized under the Public Housing Program, as authorized by the United States Housing Act of 1937 (USHA). Section 5(h) of the USHA authorizes a public housing agency (PHA) to sell public housing to its lower income tenants, without affecting the Secretary's Commitment to pay debt service annual contributions. Section 6(c) 4(d) of the USHA authorizes the Secretary to prescribe requirements for development by PHA's of viable Homeownership Opportunities Program for lower homeownership. The homeownership opportunities, as described herein, are in addition to those already available under the Turnkey III Homeownership Opportunities Program and the Mutual Help Homeownership Opportunities Program Section 5(h) allows the PHA to make available for one or more PHA owned or lease public housing projects subject to an annual contributions contract (ACC) under the USHA. Furthermore, such housing must be in sound physical condition or adequate provision must be made for rehabilitation or repair. Newly constructed housing, as well as housing already in management, may be made available for homeownership under this part.

The Homeownership Program was established to provide an opportunity for low income families who ordinarily could not afford to buy their own homes, to do so. It does this by allowing the prospective buyer to accumulate a down payment (which we call an Earned Homebuyer's Reserve) from what would normally be the Housing Authority's operating cost. The resident gets the benefit of accumulating the reserve on the assumption that he/she will perform routine maintenance on the home, thereby saving cost to Housing Authority.

APPLICANT ELIGIBILITY

Families must meet the normal eligibility requirements for public housing and must, in addition, demonstrate the potential to achieve homeownership status. Such potential involves an income which is both stable and sufficient to pay operating costs and build up equity towards the required down payment. At least 50 percent of the family's income must come from employment.

These annually adjusted figures are maximum income limits after allowable deductions for public housing eligibility; although in the Homeownership Opportunity Program, a deduction will be given for child support payments, which are paid consistently and can be verified. An acceptable verification might be evidence of regular payments including canceled checks, deposit slips, tax returns, court records, etc. These limits are established by the Housing Authority of the County of Merced with HUD's concurrence. These limits are in accordance

with all applicable statutory and administrative requirements of the Department of Housing and Urban Development.

RENT

Rent for the Homeownership Opportunities Program is based on adjusted gross annual income. Reexamination of income is completed annually and the rent payment is adjusted accordingly.

To retain his or her homebuyers status, the resident must make a monthly payment as determined by the rent schedule. If the homebuyer's income drops to a level which will produce a payment insufficient to cover costs, an assessment is made by the Housing Authority staff to determine if continuance in this program is feasible.

CONTRIBUTIONS

During the rental range stage, the following payments are made by the Housing Authority on behalf of the resident to two separate accounts, the Earned Homebuyer's Reserve and the Non-Routine Maintenance Reserve.

Earned Homebuyer's Reserve	\$140.00
Non-Routine Maintenance Reserve	\$ 35.00

These amounts are subject to revision.

FAILURE TO PURCHASE

Should a participant in the HOP program be unable to exercise the agreement to purchase or drop out of the program, her or she/they forfeit any accumulation of funds and will be asked to relocate to alternative housing. The home will then be offered to a new participant after it has been inspected and determined to be in marketable condition will all necessary repairs having been made. The purchase price of the home shall be determined through a current appraisal.

EARNED HOMEBUYER'S RESERVE

The Earned Homebuyer's Reserve is established for the purpose of accumulating a down payment on the home. It is accumulated by deposit of a set amount paid monthly by the Housing Authority to the Earned Homebuyer's Reserve account. The contribution by the Housing Authority is made on the assumption that the resident will perform the routine maintenance on the unit. If routine repairs are performed by Housing Authority staff, or a Housing Authority contracted service, cost for the repairs are to be deducted from the appropriate reserve account, to be determined by Housing Authority management. The reserve is ultimately used as a deposit/down payment on the house.

NON-ROUTINE MAINTENANCE RESERVE

The Non-Routine Maintenance Reserve is a fund accumulated by a deposit of a set amount contributed monthly by the Housing Authority on the resident's behalf. It is to be used solely for "non-routine" (major) repairs. Repairs done on a non-routine basis (such as exterior painting, mechanical replacement) are to be paid for from the Non-Routine Maintenance Reserve.

HOMEBUYER PREPARATION

Prior to admission to the Homeownership Opportunities Program, all candidates must successfully complete a 10 week course preparing them for homeownership. At such time as the homebuyer is financially prepared to purchase his/her home, additional counseling and technical assistance are provided for obtaining a mortgage loan, the purchase process, and settlement.

CURRENT UPDATE

Currently the Housing Authority of the County of Merced has operated a Homeownership Program since 1999. To date, 75 families have been successful in achieving homeownership:

- 2002- 19 units sold
- 2003- 17 units sold
- 2004- 08 units sold
- 2005- 17 units sold

ATTACHMENT H

Violence Against Women Act Amendments of 2005

The Violence Against Women Act (VAWA) Amendments of 2005, requires the PHA to describe any goals, objectives, policies or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault or stalking. (Public Law 109-162, Section 603 of the law amends Section 5A of the U.S. Housing Act: 42 U.S.C. 1437c-1)

- The PHA supports the goals of the VAWA Amendments and will comply with its requirements.
- The PHA will continue to administer its housing programs in ways that support and protect residents (including Section 8 Housing Choice Voucher program participants) and applicants who may be victims of domestic violence, dating violence, sexual assault or stalking.
- The PHA will not take any adverse action against a resident/participant or applicant solely on the basis of her or his being a victim of such criminal activity, including threats of such activity. “Adverse action” in this context includes denial or termination of housing assistance.
- The PHA will not subject a victim of domestic violence, dating violence, sexual assault or stalking to a more demanding standard for lease compliance than other residents.
- The PHA will develop policies and procedures as needed to implement the requirements of VAWA.

PHA Plan Table Library

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

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

Capital Fund Grant Number CA39P02350108 FFY of Grant Approval: (10/2008)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	\$0
3	1408 Management Improvements	\$0
4	1410 Administration	\$99,036
5	1411 Audit	\$0
6	1415 Liquidated Damages	\$0
7	1430 Fees and Costs	\$60,000
8	1440 Site Acquisition	\$0
9	1450 Site Improvement	\$177,000
10	1460 Dwelling Structures	\$574,573
11	1465.1 Dwelling Equipment-Nonexpendable	\$0
12	1470 Nondwelling Structures	\$12,000
13	1475 Nondwelling Equipment	\$68,000
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)	\$990,636
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	\$0

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

PHA Name: HOUSING AUTHORITY OF THE COUNTY OF MERCED	Grant Type and Number Capital Fund Program Grant No: CA39P02350108 Replacement Housing Factor Grant No:	Federal FY of Grant: 2008
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Original Annual Statement **Reserve for Disasters/ Emergencies** **Revised Annual Statement (revision no:)**
 Performance and Evaluation Report for Period Ending: **Final Performance and Evaluation Report**

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration	\$99,063			
5	1411 Audit	\$0.00			
6	1415 Liquidated Damages	\$0.00			
7	1430 Fees and Costs	\$60,000			
8	1440 Site Acquisition	\$0.00			
9	1450 Site Improvement	\$177,000			
10	1460 Dwelling Structures	\$574,573			
11	1465.1 Dwelling Equipment—Nonexpendable	\$0.00			
12	1470 Nondwelling Structures	\$12,000			
13	1475 Nondwelling Equipment	\$68,000			
14	1485 Demolition	\$0.00			
15	1490 Replacement Reserve	\$0.00			
16	1492 Moving to Work Demonstration	\$0.00			
17	1495.1 Relocation Costs	\$0.00			
18	1499 Development Activities	\$0.00			
19	1502 Contingency	\$0.00			
20	Amount of Annual Grant: (sum of lines 2 – 20)	\$990,636			
21	Amount of line 21 Related to LBP Activities	\$0.00			
22	Amount of line 21 Related to Section 504 compliance	\$0.00			
23	Amount of line 21 Related to Security – Soft Costs	\$0.00			
24	Amount of Line 21 Related to Security – Hard Costs	\$0.00			
25	Amount of line 21 Related to Energy Conservation Measures	\$0.00			

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Table

PHA Name: Housing Authority of the County of Merced		Grant Type and Number Capital Fund Program Grant No: CA39P02350108 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-WIDE	ADMINSTRATION	1410		\$99,063				
HA-WIDE	FEES AND COSTS	1430		\$60,000				
HA-WIDE	SITE IMPROVEMENTS	1450		\$177,000				
23-02	STREET REPAIR			\$42,000				
23-05	PARKING LOT REPAIR			\$30,000				
23-06	PARKING LOT REPAIR			\$70,000				
23-11	LANDSCAPE UPGRADE			\$10,000				
23-11	PARKING LOT UPGRADE & SEAL COAT			\$25,000				
HA-WIDE	DWELLING STRUCTURES	1460		\$574,573				
23-02	WINDOW REPLACEMENT		20 UNITS	\$56,000				
23-03	WINDOW REPLACEMENT		15 UNITS	\$42,000				
23-03	MODERNIZATION ACTIVITY		15 UNITS	\$45,000				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Table

PHA Name: Housing Authority of the County of Merced		Grant Type and Number Capital Fund Program Grant No: CA39P02350108 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
23-06	FACIA REPAIR/PAINT		60 UNITS	\$38,000				
23-10	CARPORT ROOF REPLACEMENT/REPAIR		2 UNITS	\$8,985				
23-10	REPLACE KITCHEN & BATH CABINETS		44 UNITS	\$30,000				
23-11	EXTERIOR PAINT		10 UNITS	\$52,000				
23-12	REPAIR EXTERIOR SIDING		31 UNITS	\$62,588				
23-12	WINDOW REPLACEMENT		60 UNITS	\$35,000				
23-12	MODERNIZATION ACTIVITIES		60 UNITS	\$180,000				
23-13	EXTERIOR PAINT		28 UNITS	\$25,000				
HA-WIDE	NON-DWELLING STRUCTURES	1470		\$12,000				
HA-WIDE	NON-DWELLING EQUIPMENT	1475		\$68,000				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Housing Authority of the County of Merced		Grant Type and Number Capital Fund Program No: CFP CAP02350108 Replacement Housing Factor No:					Federal FY of Grant: 2008	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
CA39P023-02	6/30/09			3/30/11				
CA39P023-03	6/30/09			3/30/11				
CA39P023-05	6/30/09			3/30/11				
CA39P023-06	6/30/09			3/30/11				
CA39P023-11	9/30/09			6/30/11				
CA39P023-12	3/30/09			6/30/11				
CA39P023-13	9/30/09			6/30/11				

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name HOUSING AUTHORITY OF THE COUNTY OF MERCED		<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: PHA FY: 2009	Work Statement for Year 3 FFY Grant: PHA FY: 2010	Work Statement for Year 4 FFY Grant: PHA FY: 2011	Work Statement for Year 5 FFY Grant: PHA FY: 2012
	Annual Statement				
CA39P023-01		\$0	\$0	\$20,000	\$20,000
CA39P023-02		\$0	\$90,000	\$20,000	\$20,000
CA39P023-03		\$0	\$123,524	\$151,706	\$46,000
CA39P023-04		\$148,684	\$35,000	\$0	\$47,408
CA39P023-05		\$0	\$84,000	\$106,000	\$157,649
CA39P023-06		\$63,000	\$112,049	\$105,000	\$157,649
CA39P023-10		\$30,000	\$176,000	\$176,000	\$130,000
CA39P023-11		\$60,000	\$42,000	\$12,000	\$12,000
CA39P023-12		\$418,889	\$97,000	\$115,867	\$115,867
CA39P023-13		\$39,000	\$0	\$53,000	\$53,000
HA-WIDE: ADMINISTRATION		\$99,063	\$99,063	\$99,063	\$99,063
HA-WIDE: FEES & COSTS		\$60,000	\$60,000	\$60,000	\$60,000
HA-WIDE: NONDWELLING STRUCTURES		\$12,000	\$12,000	\$12,000	\$12,000
HA-WIDE: NONDWELLING EQUIPMENT		\$60,000	\$50,000	\$50,000	\$50,000

CFP Funds Listed for 5-year planning		\$990,636	\$990,636	\$990,636	\$990,636
Replacement Housing Factor Funds					

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : 2 FFY Grant: 2009 PHA FY:			Activities for Year: 3 FFY Grant: 2010 PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	CA39P023-01, Merced		\$0	CA39P023-01, Merced		\$0
Annual	CA39P023-02, Los Banos		\$0	CA39P023-02, Los Banos	Electrical upgrades	\$90,000
Statement	CA39P023-03, Atwater		\$0	CA39P023-03, Atwater	Modernization	\$123,524
	CA39P023-04, Los Banos	Dumpster removal; street repair; replace windows	\$148,684	CA39P023-04, Los Banos	Replace appliances	\$35,000
	CA39P023-05, Dos Palos		\$0	CA39P023-05, Dos Palos	Replace windows	\$84,000
	CA39P023-06, Livingston	Playground equipment; exterior lighting; relocate flag pole	\$63,000	CA39P023-06, Livingston	Modernization	\$112,049
	CA39P023-10, Merced	Dumpster removal; repair carports	\$30,000	CA39P023-10, Merced	Cabinets	\$176,000
	CA39P023-11, Los Banos	Roof repair	\$60,000	CA39P023-11, Los Banos	Replace windows; replace appliances	\$42,000
	CA39P023-12, Various	Parking lots; AC vent repair; replace siding	\$418,889	CA39P023-12, Various	Siding Replacement; exterior lighting	\$97,000
	CA39P023-13, Merced	Replace fence; exterior lighting, repair awning	\$39,000	CA39P023-13, Merced		\$0

	HA-WIDE: ADMINISTRATION		\$99,063	HA-WIDE: ADMINISTRATION		\$99,063
	HA-WIDE: FEES & COSTS		\$60,000	HA-WIDE: FEES & COSTS		\$60,000
	HA-WIDE: NONDWELLING STRUCTURES		\$12,000	HA-WIDE: NONDWELLING STRUCTURES		\$12,000
	HA-WIDE: NONDWELLING EQUIPMENT		\$60,000	HA-WIDE: NONDWELLING EQUIPMENT		\$60,000
Total CFP Estimated Cost			\$990,636			\$990,636

Capital Fund Program Five-Year Action Plan					
Part II: Supporting Pages—Work Activities					
Activities for Year : 4 FFY Grant: 2011 PHA FY:			Activities for Year: 5 FFY Grant: 2012 PHA FY:		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
CA39P023-01, Merced	Improvements	\$20,000	CA39P023-01, Merced	Improvements	\$20,000
CA39P023-02, Los Banos	Replace appliances	\$20,000	CA39P023-02, Los Banos	Tree trimming	\$20,000
CA39P023-03, Atwater	Modernization	\$151,706	CA39P023-03, Atwater	Modernization	\$46,000
CA39P023-04, Los Banos		\$0	CA39P023-04, Los Banos	Tree trimming	\$47,408
CA39P023-05, Dos Palos	Unit modifications	\$106,000	CA39P023-05, Dos Palos	Unit modifications	\$157,649
CA39P023-06, Livingston	Unit modifications	\$105,000	CA39P023-06, Livingston	Unit modifications	\$157,649
CA39P023-10, Merced	Cabinets	176,000	CA39P023-10, Merced	Replace windows	\$130,000
CA39P023-11, Los Banos	Replace windows	\$12,000	CA39P023-11, Los Banos	Replace appliances	\$12,000

CA39P023-12, Various	Siding	\$115,867	CA39P023-12, Various	Replace siding	\$115,867
CA39P023-13, Merced	AC Replacement; Landscape upgrade	\$53,000	CA39P023-13, Merced	AC Replacement;	\$53,000
HA-WIDE: ADMINISTRATION		\$99,063	HA-WIDE: ADMINISTRATION		\$99,063
HA-WIDE: FEES & COSTS		\$60,000	HA WIDE: FEES & COSTS		\$60,000
HA-WIDE: NONDWELLING STRUCTURES		\$12,000	HA-WIDE: NONDWELLING STRUCTURES		\$12,000
HA WIDE: NONDWELLING EQUIPMENT		\$60,000	HA-WIDE: NONDWELLING EQUIPMENT		\$60,000
Total CFP Estimated Cost		\$990,636			\$990,636