

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

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# PHA Plans

5 Year Plan for Fiscal Years 2008 - 2012  
Annual Plan for Fiscal Year 2008

**COLUMBUS METROPOLITAN HOUSING AUTHORITY  
880 EAST 11<sup>TH</sup> AVENUE  
COLUMBUS, OHIO 43211  
614-421-6400**

**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:** Columbus Metropolitan Housing Authority

**PHA Number:** OH001

**PHA Fiscal Year Beginning: (mm/yyyy)** 01/01/2008

**PHA Programs Administered:**

**Public Housing and Section 8**   
  **Section 8 Only**   
  **Public Housing Only**  
 Number of public housing units: 3,277   
 Number of S8 units:   
 Number of public housing units:  
 Number of S8 units: 10,841

**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**

**Columbus Metropolitan Housing Authority**  
**880 E. 11<sup>th</sup> Ave**  
**Columbus, Ohio 43211**  
**614-421-6000**  
**8:00 am to 4:30 Hours of Operation**  
**www.cmhanet.com**

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 [www.cmhanet.com](http://www.cmhanet.com)
- 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 2008 - 2012**  
[24 CFR Part 903.5]

**A. Mission**

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

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

**“The Columbus Metropolitan Housing Authority serves the community by helping people access affordable housing. By working with our collaborative partners, we develop, renovate and maintain housing, promote neighborhood revitalization, and assist residents in accessing needed social services.”**

**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) 84 (2006 Score, 2007 not released yet)
  - Improve voucher management: (SEMAP score)

- Increase customer satisfaction:
- Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

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

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

PHA Goal: Provide an improved living environment

Objectives:

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

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

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

Objectives:

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

- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

**HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing Objectives:
  - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
  - Other: (list below)

**Other PHA Goals and Objectives: (list below)**

**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.

Worley Terrace will be completed and leased up during the first part of 2008 if construction stays on schedule.

Sunshine Annex residents will be relocated starting the first of 2008.

Demolition of Sunshine and McDowell Recreation Center will be bid and demolition will start by the end of the year.

CMHA will undertake the rehabilitation of six projects using mixed financing

CMHA and the YMCA will continue the partnership at Sunshine Terrace, a homeless supportive housing environment, while exploring alternatives for the building and Rebuilding Lives tenants with the YMCA, the Community Shelter Board and the community.

CMHA should complete its major conversion to asset management during 2008.

Request for proposals for Project Based vouchers may be released by CMHA or award to 9% tax credit units that meet CMHA goals and community initiatives for homeless families and supportive housing.

CMHA will continue to explore ways to maintain financial viability of our public housing portfolio and to dispose of those that we know can not survive without heavy financing in addition to Project Expense Level funding. Congressional cuts below the PEL continue to fund below reasonable expense levels.

CMHA plans to finalize its conversion to a new software system, PHAMS (Public Housing Assistance Management System) in the early part of 2008.

Sawyer Tower's analysis and disposition continues to be an ongoing issue CMHA is attempting to resolve by working with the community, private sector housing managers and HUD.

CMHA continues to move toward implementation of the revisions to the Public Housing Operating Fund Program as further policy and rules are promulgated by HUD. This implementation includes the demolition or disposition of our public housing stock if necessary.

CMHA plans will remain flexible with the challenge to meet community initiatives as they develop.

CMHA, as its Mission indicates, maintains its commitment to affordable housing by working with collaborative partners. The economic well being of the Columbus and Franklin County area depends heavily upon the work force finding and maintaining affordable housing.

**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.

**Table of Contents**

|   | <u>Page #</u> |
|---|---------------|
| <b>Annual Plan</b>  |               |
| i. Executive Summary  | 6             |
| ii. Table of Contents   |               |
| 1. Housing Needs  | 12            |
| 2. Financial Resources  | 17            |
| 3. Policies on Eligibility, Selection and Admissions                    | 18            |
| 4. Rent Determination Policies  | 28            |
| 5. Operations and Management Policies                                   | 32            |
| 6. Grievance Procedures   | 34            |
| 7. Capital Improvement Needs  | 35            |
| 8. Demolition and Disposition   | 36            |
| 9. Designation of Housing   | 39            |
| 10. Conversions of Public Housing                                       | 41            |
| 11. Homeownership   | 43            |
| 12. Community Service Programs  | 45            |
| 13. Crime and Safety  | 47            |
| 14. Pets (Inactive for January 1 PHAs)                                  | 49            |
| 15. Civil Rights Certifications (included with PHA Plan Certifications) | 54            |
| 16. Audit   | 54            |
| 17. Asset Management  | 54            |
| 18. Other Information   | 55            |

**Attachments**

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

Required Attachments:

- Admissions Policy for Deconcentration (**Appendix B**)
- FY 2008 Capital Fund Program Annual Statement (**Appendix C**)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- List of Resident Advisory Board Members
- List of Resident Board Member
- Community Service Description of Implementation (**Appendix F**)



- Information on Pet Policy (**Included in Section 14**)
- Section 8 Homeownership Capacity Statement, if applicable
- Description of Homeownership Programs, if applicable (**Included in S8 Administrative Plan**)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2008 Capital Fund Program 5 Year Action Plan (**Appendix D**)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) **Appendix E**
- Other (List below, providing each attachment name)
  - Appendix E Resident Advisory Board Comments**
  - Appendix F Community Service & Self Sufficiency Programs**
  - Appendix G Site Based Wait List Analysis**
  - Appendix H Project Based S8 Vendors**
  - Appendix I Performance & Evaluation Reports**

**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.

| <b>List of Supporting Documents Available for Review</b> |   |  |
|--|---|--|
| <b>Applicable &amp; On Display</b>                       | <b>Supporting Document</b>  | <b>Applicable Plan Component</b>                             |
| <b>X</b>   | PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations  | 5 Year and Annual Plans                                      |
| <b>X</b>   | State/Local Government Certification of Consistency with the Consolidated Plan  | 5 Year and Annual Plans                                      |
| <b>X</b>   | Fair Housing Documentation:<br>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                                      |
| <b>X</b>   | 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:<br>Housing Needs                                |
| <b>X</b>   | Most recent board-approved operating budget for the public housing program  | Annual Plan:<br>Financial Resources;                         |
| <b>X</b>   | 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 |

| <b>List of Supporting Documents Available for Review</b> |   |  |
|--|---|--|
| <b>Applicable &amp; On Display</b>                       | <b>Supporting Document</b>  | <b>Applicable Plan Component</b>                             |
| X  | Section 8 Administrative Plan   | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X  | Public Housing Deconcentration and Income Mixing Documentation:<br>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<br>2. Documentation of the required deconcentration and income mixing analysis | Annual Plan: Eligibility, Selection, and Admissions Policies |
|  | Public housing rent determination policies, including the methodology for setting public housing flat rents<br><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<br><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<br><input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan   | Annual Plan: Rent Determination                              |
| X  | Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)  | Annual Plan: Operations and Maintenance                      |
| X  | Public housing grievance procedures<br><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<br><input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan   | Annual Plan: Grievance Procedures                            |
|  | 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                      |
| X  | Approved or submitted applications for designation of public housing (Designated Housing Plans)   | Annual Plan: Designation of Public Housing                   |
|  | Approved or submitted assessments of reasonable   | Annual Plan: Conversion of                                   |

| <b>List of Supporting Documents Available for Review</b> |   |   |
|--|---|---|
| <b>Applicable &amp; On Display</b>                       | <b>Supporting Document</b>  | <b>Applicable Plan Component</b>                  |
|  | revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act   | Public Housing                                    |
| <b>X</b>   | Approved or submitted public housing homeownership programs/plans   | Annual Plan: Homeownership                        |
| <b>X</b>   | Policies governing any Section 8 Homeownership program<br><input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan   | Annual Plan: Homeownership                        |
|  | Any cooperative agreement between the PHA and the TANF agency   | Annual Plan: Community Service & Self-Sufficiency |
| <b>X</b>   | FSS Action Plan/s for public housing and/or Section 8   | Annual Plan: Community Service & Self-Sufficiency |
|  | 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 (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)                       | Annual Plan: Safety and Crime Prevention          |
|  | 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)<br>(list individually; use as many lines as necessary)  | (specify as needed)                               |
|  |   |   |

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

| Housing Needs of Families in the Jurisdiction<br>by Family Type |         |                |        |         |                |      |           |
|---|---------|----------------|--------|---------|----------------|------|-----------|
| Family Type   | Overall | Afford-ability | Supply | Quality | Access-ability | Size | Locatio-n |
| Income <= 30% of AMI  | 36,001  | 5              | 5      | 2       | 4              | 4    | 4         |
| Income >30% but <=50% of AMI                                    | 25350   | 4              | 5      | 2       | 4              | 2    | 3         |
| Income >50% but <80% of AMI                                     | 36815   | 2              | 1      | 1       | 4              | 2    | 2         |
| Elderly *   | 1,389   | 4              | 3      | 2       | 4              | 1    | 3         |
| Families with Disabilities *                                    | 1,232   | 5              | 4      | 2       | 4              | 3    | 4         |
| Race/Ethnicity-Black *  | 11,056  | 5              | 4      | 3       | 4              | 3    | 4         |
| Race/Ethnicity-White *  | 3,042   | 5              | 4      | 3       | 4              | 3    | 4         |
| Race/Ethnicity-Hispanic *                                       | 170     | 5              | 4      | 3       | 4              | 3    | 4         |
| Race/Ethnicity-Asian/Other *                                    | 265     | 5              | 4      | 3       | 4              | 3    | 4         |

\*Data taken from the Public Housing and S8 Wait Lists

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: 2005 - 2009
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)  
July 2007 Wait Lists of S8 and Public Housing

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

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

| Housing Needs of Families on the Waiting List  |               |                     |                 |
|--|---------------|---------------------|-----------------|
| Waiting list type: (select one)  |               |                     |                 |
| <input checked="" type="checkbox"/> Section 8 tenant-based assistance                            |               |                     |                 |
| <input type="checkbox"/> Public Housing  |               |                     |                 |
| <input type="checkbox"/> Combined Section 8 and Public Housing                                   |               |                     |                 |
| <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) |               |                     |                 |
| If used, identify which development/subjurisdiction:   |               |                     |                 |
|  | # of families | % of total families | Annual Turnover |
| Waiting list total   | 11,137        |                     |                 |
| Extremely low income <=30% AMI   | 9,232         | 82.9%               |                 |
| Very low income (>30% but <=50% AMI)   | 1,766         | 15.9%               |                 |
| Low income (>50% but <80% AMI)   | 139           | 1.2%                |                 |
| Families with children   | 7,301         | 65.6%               |                 |
| Elderly families   | 731           | 6.6%                |                 |
| Families with Disabilities   | 908           | 8.2%                |                 |
| Race/ethnicity   | 8,887         | 75.3%               |                 |
| Race/ethnicity   | 2,552         | 21.6%               |                 |
| Race/ethnicity – Hispanic  | 170           | 1.4%                |                 |
| Race/ethnicity – American Indian   | 74            | .6%                 |                 |
| Asian  | 70            | .6%                 |                 |
| Other  | 56            | .5%                 |                 |
| Characteristics by Bedroom Size (Public Housing Only)  |               |                     |                 |
| 1BR  | 5936          | 53.3%               |                 |

| Housing Needs of Families on the Waiting List  |      |       |  |
|--|------|-------|--|
| 2 BR   | 2951 | 26.5% |  |
| 3 BR   | 1793 | 16.1% |  |
| 4 BR   | 390  | 3.5%  |  |
| 5 BR   | 56   | .5%   |  |
| 5+ BR  | 11   | .01%  |  |
| Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes   |      |       |  |
| If yes:  |      |       |  |
| How long has it been closed (# of months)? Closed April 13, 2007   |      |       |  |
| Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes   |      |       |  |
| Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes |      |       |  |

| 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   | 2,732         |                     |                 |
| Extremely low income <=30% AMI   | 2,461         | 90.1%               |                 |
| Very low income (>30% but <=50% AMI)   | 256           | 9.4%                |                 |
| Low income (>50% but <80% AMI)   | 15            | .5%                 |                 |
| Families with children   | 1,236         | 45.2%               |                 |
| Elderly families   | 656           | 24.0%               |                 |
| Families with Disabilities   | 324           | 11.9%               |                 |
| Race/ethnicity - Black   | 2,134         | 78.1%               |                 |
| Race/ethnicity - White   | 490           | 17.9%               |                 |
| Race/ethnicity -   | 43            | 1.6%                |                 |

| <b>Housing Needs of Families on the Waiting List</b>  |       |       |  |
|---|-------|-------|--|
| Hispanic  |       |       |  |
| Race/ethnicity – Asian  | 21    | .8%   |  |
| Race/ethnicity – Other  | 44    | 1.6%  |  |
| Characteristics by Bedroom Size (Public Housing Only)   |       |       |  |
| 1BR   | 1,391 | 51.7% |  |
| 2 BR  | 805   | 29.9% |  |
| 3 BR  | 400   | 14.9% |  |
| 4 BR  | 77    | 2.9%  |  |
| 5 BR  | 17    | .6%   |  |
| 5+ BR   | 3     | .1%   |  |
| Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes  |       |       |  |
| If yes:   |       |       |  |
| How long has it been closed (# of months)?  |       |       |  |
| Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes   |       |       |  |
| Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes |       |       |  |

**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: (list below)

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

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

Select all that apply

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



**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

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

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

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

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

Select if applicable

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

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

**2. Statement of Financial Resources**

[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.

| <b>Financial Resources:<br/>Planned Sources and Uses</b>                              |                   |                     |
|---|-------------------|---------------------|
| <b>Sources</b>  | <b>Planned \$</b> | <b>Planned Uses</b> |
| <b>1. Federal Grants (FY 2008 grants)</b>   |                   |                     |
| a) Public Housing Operating Fund  | \$9,863,368       |                     |
| b) Public Housing Capital Fund  |                   |                     |
| c) HOPE VI Revitalization   |                   |                     |
| d) HOPE VI Demolition   |                   |                     |
| e) Annual Contributions for Section 8 Tenant-Based Assistance                         | \$69,063,973      |                     |
| f) Public Housing Drug Elimination Program (including any Technical Assistance funds) |                   |                     |
| g) Resident Opportunity and Self-Sufficiency Grants                                   |                   |                     |
| h) Community Development Block Grant  |                   |                     |
| i) HOME   |                   |                     |

| <b>Financial Resources:<br/>Planned Sources and Uses</b>                  |                   |                     |
|---|-------------------|---------------------|
| <b>Sources</b>  | <b>Planned \$</b> | <b>Planned Uses</b> |
| Other Federal Grants (list below)   |                   |                     |
|   |                   |                     |
| <b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b> |                   |                     |
| Public Housing Capital Grant  | \$8,724,929       | PH Capital Improve. |
| Public Housing Replacement Grant  | \$2,188,500       |                     |
|   |                   |                     |
| <b>3. Public Housing Dwelling Rental Income</b>                           | \$5,439,445       | PH Operations       |
|   |                   |                     |
|   |                   |                     |
| <b>4. Other income (list below)</b>                                       |                   |                     |
| Interest Income   | \$525,000         | PH Operations       |
| Non-dwelling Income   | \$149,700         | PH Operations       |
| Other Income  | \$ 37,000         | S8 Ground Lease     |
| <b>5. Non-federal sources (list below)</b>                                |                   |                     |
|   |                   |                     |
|   |                   |                     |
| <b>Total resources</b>  | \$95,991,915      |                     |
|   |                   |                     |
|   |                   |                     |

### **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: (90 days)
- Other: (describe)

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

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)

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

**(2)Waiting List Organization**

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

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

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

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

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

1. How many site-based waiting lists will the PHA operate in the coming year? 8

The Meadows

New Village Place

Chestnut Grove

Jenkins Terrace LLC

Worley Terrace LLC

Rosewind

Poindexter Village

CMHA may go to site based wait lists for all developments

should it prove efficient and effective under the project based management, budgeting and accounting rules.

2.  Yes  No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?
3.  Yes  No: May families be on more than one list simultaneously  
If yes, how many lists? 2
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- PHA main administrative office
  - All PHA development management offices
  - Management offices at developments with site-based waiting lists
  - At the development to which they would like to apply
  - Other (list below)

**(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?

When a person has applied to a specific site, it is CMHA's policy that you are withdrawn off of the site specific wait list after the first refusal at that site. If the applicant is on a CMHA wide wait list it takes two refusals before you are withdrawn.

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies

- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

504 accommodation transfers over new admissions

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:

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

Other preferences (select all that apply)

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

- Disabled individuals with supportive services from an established community service provider

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)

CMHA website: [www.cmhanet.com](http://www.cmhanet.com)

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)

Whenever there is an income increase

**(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 (describe below)

**(2) Waiting List Organization**

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

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

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

- PHA main administrative office
- Other (list below)

**(3) Search Time**

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

If yes, state circumstances below:

1. Can't locate within 60/90 days
2. Medical reason
3. Any other reasonable request. (If we must close applications or reduce the number of vouchers under lease, only the minimum search time permissible under federal law will be allowed.)

**(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)

- Disabled individuals with supportive services from an established community service provider

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

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in 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)

- Disabled individuals with supportive services from an established community service provider

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) Through community service organizations serving the special purpose populations.

#### **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:

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

For specified general occupancy developments

For certain parts of developments; e.g., the high-rise portion

For certain size units; e.g., larger bedroom sizes

Other (list below)

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

- Market comparability study
- Fair market rents (FMR)
- 95<sup>th</sup> 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 (list below)

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

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

Determination is made based on Congressional funding

**(2) Minimum Rent**



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

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

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

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

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

### **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.)

| <b>Program Name</b>   | <b>Units or Families Served at Year Beginning</b> | <b>Expected Turnover</b> |
|---|---|--------------------------|
| Public Housing  | 3,261   | 745                      |
| Section 8 Vouchers  | 10,456  | 1000                     |
| Section 8 Certificates  | 0   | 0                        |
| Section 8 Mod Rehab   | 0   | 0                        |
| Special Purpose Section 8 Certificates/Vouchers (list individually) | 421   | 130                      |
| Public Housing Drug Elimination Program (PHDEP)                     |   |                          |
|   |   |                          |
| Other Federal Programs(list individually)                           |   |                          |

|  |  |  |
|--|--|--|
|  |  |  |
|  |  |  |

**C. Management and Maintenance Policies**

List the PHA’s public housing management and maintenance policy documents, manuals and handbooks that contain the Agency’s rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

- (1) Public Housing Maintenance and Management: (list below)
  - Admission & Occupancy Policy is available at 880 E. 11<sup>th</sup> Ave., Cols., Ohio 43211 or on the web at [www.cmhanet.com](http://www.cmhanet.com)
  - Property Management Maintenance Policy is available at 880 E. 11<sup>th</sup> Ave., Cols., Ohio 43211
  - Pest Control Policy is available at 880 E. 11<sup>th</sup> Ave., Cols., Ohio 43211
  - Personnel Policy is available at 880 E. 11<sup>th</sup> Ave., Cols., Ohio 43211
  
- (2) Section 8 Management: (list below)
  - Administrative Plan is available at 880 E. 11<sup>th</sup> Ave. Cols., Ohio 43211 or on the web [www.cmhanet.com](http://www.cmhanet.com)
  - Personnel Policy is available at 880 E. 11<sup>th</sup> Ave., Cols., Ohio 43211

**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) **Attachment Appendix C**

-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) **Attachment Appendix D**

-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:

Indian Meadows  
Maplewood  
Post Oak  
Glenview  
Ohio Townhouses  
Kenmore Square

Sunshine Terrace could be a rehab or replacement  
Sunshine Annex could be a replacement

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:

All of our development or replacement activities will be done using mixed financing.

**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.)

| <b>Demolition/Disposition Activity Description</b>   |
|--|
| 1a. Development name: Scattered Sites  |
| 1b. Development (project) number: OH118 and OH121  |
| 2. Activity type: Demolition <input checked="" type="checkbox"/><br>Disposition <input checked="" type="checkbox"/>                        |
| 3. Application status (select one)<br>Approved <input checked="" type="checkbox"/><br>Submitted, pending approval <input type="checkbox"/> |

|   |
|---|
| Planned application <input checked="" type="checkbox"/> We plan on submitting on OH121, Wellington Units disposal in 2008                       |
| 4. Date application approved, submitted, or planned for submission: <u>(07/30/04)</u>   |
| 5. Number of units affected: 165 in final wrap up and 8 units to be submitted   |
| 6. Coverage of action (select one)<br><input checked="" type="checkbox"/> Part of the development<br><input type="checkbox"/> Total development |
| 7. Timeline for activity:<br>a. Actual or projected start date of activity: 08/01/04<br>b. Projected end date of activity: 12/30/07             |

| <b>Demolition/Disposition Activity Description</b>   |
|--|
| 1a. Development name: Vacant land  |
| 1b. Development (project) number: Parts of various sites   |
| 2. Activity type: Demolition <input type="checkbox"/><br>Disposition <input checked="" type="checkbox"/>   |
| 3. Application status (select one)<br>Approved <input type="checkbox"/><br>Submitted, pending approval <input type="checkbox"/><br>Planned application <input checked="" type="checkbox"/> |
| 4. Date application approved, submitted, or planned for submission: <u>(06/30/08)</u>  |
| 5. Number of units affected: N/A   |
| 6. Coverage of action (select one)<br><input checked="" type="checkbox"/> Part of the development<br><input type="checkbox"/> Total development  |
| 7. Timeline for activity:<br>a. Actual or projected start date of activity: 01/01/08<br>b. Projected end date of activity: 12/31/09  |

| <b>Demolition/Disposition Activity Description</b>   |
|--|
| 1a. Development name: Old Central Office Building and Maintenance Facility   |
| 1b. Development (project) number:  |
| 2. Activity type: Demolition <input checked="" type="checkbox"/><br>Disposition <input checked="" type="checkbox"/>  |
| 3. Application status (select one)<br>Approved <input checked="" type="checkbox"/><br>Submitted, pending approval <input type="checkbox"/><br>Planned application <input type="checkbox"/> |
| 4. Date application approved, submitted, or planned for submission: <u>(01/31/06)</u>  |
| 5. Number of units affected: N/A   |
| 6. Coverage of action (select one)<br><input type="checkbox"/> Part of the development<br><input type="checkbox"/> Total development   |
| 7. Timeline for activity:<br>a. Actual or projected start date of activity: 01/31/06<br>b. Projected end date of activity: 12/31/08  |

| <b>Demolition/Disposition Activity Description</b>   |
|--|
| 1a. Development name: High Rises ( Sunshine Annex)<br>1b. Development (project) number:OH1-15  |
| 2. Activity type: Demolition <input checked="" type="checkbox"/><br>Disposition <input checked="" type="checkbox"/> To CMHA Subsidiary   |
| 3. Application status (select one) Beginning analysis of cost of rehab or new built.<br>Approved <input type="checkbox"/><br>Submitted, pending approval <input checked="" type="checkbox"/><br>Planned application <input type="checkbox"/> |
| 4. Date application approved, submitted, or planned for submission: (3/1/07)   |
| 5. Number of units affected: Sunshine Annex 126,   |
| 6. Coverage of action (select one)<br><input type="checkbox"/> Part of the development<br><input checked="" type="checkbox"/> Total development  |
| 7. Timeline for activity:<br>a. Actual or projected start date of activity: 03/31/07<br>b. Projected end date of activity: 12/31/08  |

| <b>Demolition/Disposition Activity Description</b>   |
|--|
| 1a. Development name: High Rises ( Sunshine Terrace)<br>1b. Development (project) number:OH1-06  |
| 2. Activity type: Demolition <input checked="" type="checkbox"/><br>Disposition <input checked="" type="checkbox"/>  |
| 3. Application status (select one) Beginning analysis of cost of rehab or new built.<br>Approved <input type="checkbox"/><br>Submitted, pending approval <input type="checkbox"/><br>Planned application <input checked="" type="checkbox"/> |
| 4. Date application approved, submitted, or planned for submission: (12/31/08)   |
| 5. Number of units affected: Sunshine Terrace 180  |
| 6. Coverage of action (select one)<br><input type="checkbox"/> Part of the development<br><input checked="" type="checkbox"/> Total development  |
| 7. Timeline for activity:<br>a. Actual or projected start date of activity: 01/01/08<br>b. Projected end date of activity: 12/31/09  |

| <b>Demolition/Disposition Activity Description</b>  |
|---|
| 1a. Development name: Poindexter Village, Lincoln Park, Riverside-Bradley, Sawyer Manor, Sawyer Towers, Marion Square, Ohio Townhouses, Kenmore Square, Indian Meadows, Post Oak Station, Glenview Estate, Maplewood Heights, Bollinger Tower, Eastmoor Square, Reeb-Hosack, Canoby Court, Thornwood Commons, Trevitt Heights |
| 1b. Development (project) number: : OH1-01, OH1-07, OH1-02, OH1-08, OH1-03, OH1-  |

|  |
|--|
| 10, OH1-10A, OH1-10B, OH1-20, OH1-28, OH1-33, OH1-34, OH1-35, OH1-46, OH1-37, OH1-38, OH1-39, OH1-40, OH1-41, OH1-42, OH1-43, OH1-44   |
| 2. Activity type: Demolition <input type="checkbox"/><br>Disposition <input checked="" type="checkbox"/>   |
| 3. Application status (select one)<br>Approved <input type="checkbox"/><br>Submitted, pending approval <input type="checkbox"/><br>Planned application <input checked="" type="checkbox"/> |
| 4. Date application approved, submitted, or planned for submission: (01/01/08)   |
| 5. Number of units affected: To be determined.   |
| 6. Coverage of action (select one)<br><input type="checkbox"/> Part of the development<br><input checked="" type="checkbox"/> Total development  |
| 7. Timeline for activity:<br>a. Actual or projected start date of activity: 10/01/2007<br>b. Projected end date of activity: 12/31/09  |

**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.



| <b>Designation of Public Housing Activity Description</b>                                    |                                     |
|--|-------------------------------------|
| 1a. Development name: Jenkins Terrace LLC  |                                     |
| 1b. Development (project) number: OH1-12   |                                     |
| 2. Designation type:   |                                     |
| Occupancy by only the elderly  | <input checked="" 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 checked="" type="checkbox"/> |
| Submitted, pending approval  | <input type="checkbox"/>            |
| Planned application  | <input type="checkbox"/>            |
| 4. Date this designation approved, submitted, or planned for submission: <u>(06/10/2005)</u> |                                     |
| 5. If approved, will this designation constitute a (select one)                              |                                     |
| <input checked="" type="checkbox"/> New Designation Plan                                     |                                     |
| <input type="checkbox"/> Revision of a previously-approved Designation Plan?                 |                                     |
| 6. Number of units affected: 100   |                                     |
| 7. Coverage of action (select one)   |                                     |
| <input type="checkbox"/> Part of the development   |                                     |
| <input checked="" type="checkbox"/> Total development  |                                     |

| <b>Designation of Public Housing Activity Description</b>                                    |                                     |
|--|-------------------------------------|
| 1a. Development name: Worley Terrace LLC   |                                     |
| 1b. Development (project) number: OH1-14   |                                     |
| 2. Designation type:   |                                     |
| Occupancy by only the elderly  | <input checked="" 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 checked="" type="checkbox"/> |
| Submitted, pending approval  | <input type="checkbox"/>            |
| Planned application  | <input type="checkbox"/>            |
| 4. Date this designation approved, submitted, or planned for submission: <u>(06/10/2005)</u> |                                     |
| 5. If approved, will this designation constitute a (select one)                              |                                     |
| <input type="checkbox"/> New Designation Plan  |                                     |
| <input type="checkbox"/> Revision of a previously-approved Designation Plan?                 |                                     |
| 7. Number of units affected: 100   |                                     |
| 7. Coverage of action (select one)   |                                     |
| <input type="checkbox"/> Part of the development   |                                     |
| <input checked="" type="checkbox"/> Total development  |                                     |

| <b>Designation of Public Housing Activity Description</b> |  |
|---|--|
| 1a. Development name: Waggoner Senior, LLC                |  |
| 1b. Development (project) number: OH1-149                 |  |
| 2. Designation type:                                      |  |

|   |
|---|
| Occupancy by only the elderly <input checked="" type="checkbox"/><br>Occupancy by families with disabilities <input type="checkbox"/><br>Occupancy by only elderly families and families with disabilities <input type="checkbox"/> |
| 3. Application status (select one)<br>Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/><br>Submitted, pending approval <input type="checkbox"/><br>Planned application <input type="checkbox"/>  |
| 4. Date this designation approved, submitted, or planned for submission: <u>(06/10/2005)</u>  |
| 5. If approved, will this designation constitute a (select one)<br><input type="checkbox"/> New Designation Plan<br><input type="checkbox"/> Revision of a previously-approved Designation Plan?                                    |
| 8. Number of units affected: 30<br>7. Coverage of action (select one)<br><input checked="" type="checkbox"/> Part of the development<br><input type="checkbox"/> Total development  |

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.79(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.

| <b>Conversion of Public Housing Activity Description</b>  |
|---|
| 1a. Development name: Poindexter Village, Lincoln Park, Riverside-Bradley, Sawyer Manor, Sawyer Towers, Marion Square, Ohio Townhouses, Kenmore Square, Indian Meadows, Post Oak Station, Glenview Estate, Maplewood Heights, Bollinger Tower, Eastmoor Square, Reeb-Hosack, Canoby Court, Thornwood Commons, Trevitt Heights |
| 1b. Development (project) number: OH1-01, OH1-07, OH1-02, OH1-08, OH1-03, OH1-10, OH1-10A, OH1-10B, OH1-20, OH1-28, OH1-33, OH1-34, OH1-35, OH1-46, OH1-37, OH1-38, OH1-39, OH1-40, OH1-41, OH1-42, OH1-43, OH1-44  |

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

**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.)

| <b>Public Housing Homeownership Activity Description<br/>(Complete one for each development affected)</b>   |
|---|
| 1a. Development name: Scattered Sites<br>1b. Development (project) number: OH 1-18 and 1-21   |
| 2. Federal Program authority:<br><input type="checkbox"/> HOPE I<br><input type="checkbox"/> 5(h)<br><input type="checkbox"/> Turnkey III<br><input checked="" type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)           |
| 3. Application status: (select one)<br><input checked="" type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program<br><input type="checkbox"/> Submitted, pending approval<br><input type="checkbox"/> Planned application |
| 4. Date Homeownership Plan/Program <b>approved</b> , submitted, or planned for submission:<br>06/30/06  |
| 5. Number of units affected: 8<br>6. Coverage of action: (select one)<br><input checked="" type="checkbox"/> Part of the development<br><input type="checkbox"/> Total development  |

**B. Section 8 Tenant Based Assistance**

1.  Yes  No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as

implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

Yes  No: **Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?**

If yes, list criteria below:

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (1)]

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

In 2003 The Columbus Metropolitan Housing Authority implemented the HUD mandated Community Service requirement for non-working adult residents who are not in compliance with Ohio Works First/ Welfare Reform requirements and do not meet requirement for an exemption. The plan requires residents to perform volunteer work for eight hours a month and report their compliance as part of their annual reexamination. CMHA incorporated the community service requirement into both the Public Housing Lease and the Admissions and Occupancy policy in August 2003.

Initially all public housing residents were advised of compliance requirement through written notice in July of 2003.

Eligible residents are required to identify community service work assignments and provide documentation to the property management indicating compliance with the regulation. Individual residents having trouble identifying work assignments will be referred to CMHA’s Resident Services for assistance.

CMHA in addition to the Community Service and Self-sufficiency Requirements has worked with other local agencies to bring needed services to our public housing tenants. These services are provided by the respective organizations listed in Appendix F and CMHA may have granted space, leased space or provided access to tenants through our sites.

**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? 07/31/2001

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)

Franklin County Workforce Development, Community Service Program

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

- Yes  No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of



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)

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

### **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 used to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti



- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

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

|                           |  |
|---------------------------|--|
| <b>Poindexter Village</b> | <b>240 N. Champion Ave.</b>              |
| <b>Riverside Bradley</b>  | <b>241 McDowell Street</b>               |
| <b>Lincoln Park</b>       | <b>1755 South 20<sup>th</sup> Street</b> |
| <b>Sawyer Manor</b>       | <b>940 Caldwell Place</b>                |
| <b>Trevitt Heights</b>    | <b>940 Caldwell Place</b>                |
| <b>Sunshine Terrace</b>   | <b>241 McDowell Street</b>               |
| <b>Sunshine Annex</b>     | <b>241 McDowell Street</b>               |
| <b>Sawyer Towers</b>      | <b>525 Sawyer Boulevard</b>              |
| <b>Bollinger Towers</b>   | <b>750 North High Street</b>             |

**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)

CMHA Property Management and Security staff target identified communities for a Residents Night Out which involves the listed CMHA staff walking the community in the evening for several hours along with the Columbus Police Department.

2. Which developments are most affected? (list below)  
Same as #13 A-3 above

**C. Coordination between PHA and the police**

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action

- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
  - Police regularly testify in and otherwise support eviction cases
  - Police regularly meet with the PHA management and residents
  - Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
  - Other activities (list below)
2. Which developments are most affected? (list below)

Same as #13 A-3 above

**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)]

CMHA PET OWNERSHIP LEASE ADDENDUM

**CMHA Pet Policy**

If you chose to own a pet, it should be noted that pets are a serious responsibility both personally and financially. Any animal brought into your home is to be treated in a humane manner at least as defined by law.

The below listed rules and regulations will become a part of the existing lease between the tenant and the Columbus Metropolitan Housing Authority if you have chosen to own a pet: Animals that assist the handicapped are excluded from the height provision of this addendum as well as the non-refundable fee provision.

Only one dog or cat is permitted per unit. Only common, household pets will be permitted such as dogs, cats, birds, turtles and fish. No exotic animals, mammals, reptiles, rodents or insects are allowed.

There will be a monthly fee of \$25 per dog or per cat payable to the Housing Authority. This fee is not a limit on the tenant's liability for property damage, cleaning, deodorization, defleaing, replacements and or personal injuries. Any/all members (of legal age) of the household are liable if they are listed on the lease.

The tenant must advise the Manager in writing of their desire to own a pet. Permission to keep a pet is conditional during the term of tenancy, provided that all rules and regulations are adhered to, whether they be CMHA rules and regulations or applicable laws or ordinances.

The pet must not exceed 35 pounds at maturity. CMHA automatically excludes Pit Bull Terriers or any animals used for fighting purposes or any animals deemed vicious, dangerous or a nuisance by law or ordinance (Columbus City Health Code, Chapter 243, Vicious, Dangerous and Nuisance Animals and ORC Section 955.11).

The tenant must provide proof of licensing each year, which is payable to Franklin County by January 20<sup>th</sup> of each year. Failure to provide this information to CMHA management is considered a lease violation and could result in eviction.

A statement is required from a veterinarian that the animal has been spayed or

neutered prior to occupancy in the unit, and proof that all required vaccinations have been administered as required by law is required to be given to the manager prior to the animal's occupancy of the unit. Owners must maintain current inoculations of pets as defined by the Columbus Health Department and such records are to be made available upon request of management.

Animals must be kept on a leash when outside their unit and under control of their handler. Management has the right to arrange for pick up of unleashed pets and report them to the proper authorities and any or all fines imposed by authorities are the tenant's responsibility.

It is the tenant's responsibility for clean up and to properly dispose of animal waste and residents shall comply with local ordinances regarding pet defecation.

Excessive barking, whining or howling by animals is considered to be a violation of other tenants' peaceful enjoyment and will be considered a lease violation if not immediately corrected. Residents agree to immediately and permanently remove the pet from the premises if CMHA receives complaints from neighbors or other tenants or if the pet has disturbed the rights, comforts or conveniences of neighbors or other residents.

Guests are not permitted to bring pets into tenant's units.

Residents are not permitted to "house sit" any pets belonging to others for any reason.

Pets are not to be tied to any fixed object outside their dwelling unit.

Pets are not permitted in common areas or any posted areas shared simultaneously by other tenants .

Pets are to be fed and watered inside the tenant's unit - no food or water is allowed to be stored outside of unit or in common areas.

Pets must be secured ( i.e., caged or placed in a room ) when the tenant is not at home or when a CMHA employee enters the unit for any reason.

Tenant must inform management who will be responsible for the care of their pet in the event they become ill for an extended period of time or in the event of their death or any emergency situation.

Each adult tenant who is signed on the lease shall also sign the Pet Ownership Lease Addendum. Tenants shall be jointly and severally liable for damages and all other obligations set forth herein, even if such resident does not own the pet.

Each tenant shall pay for cleaning, defleaing, and deodorizing their unit as directed by the manager and/or prior to move out, and this service will be secured by Management and paid by tenant prior to any refund of housing deposit.

If any rule or provision of this Pet Addendum is violated by tenants or tenants' guests or occupants, residents shall immediately and permanently remove the pet from the premises upon written notice from management or their representative; and, management shall have all other rights and remedies set forth in the standard lease agreement including damages, eviction and/or attorney's fees.

CMHA Management shall have the right from time to time to make reasonable changes and/or additions to these rules and will notify tenants in writing of any said changes.

Signed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CMHA Management \_\_\_\_\_

Pet Description:

Male/Female

Name

Dog/Cat/Other \_\_\_\_\_

Description \_\_\_\_\_ (no other pet may be substituted)

Veterinarian Statement of Spayed/Neutered \_\_\_\_\_

License No. \_\_\_\_\_

Shot Record Compliance \_\_\_\_\_

Fee Paid \_\_\_\_\_

Emergency Notification: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

In the event of my death or extended illness, \_\_\_\_\_

has agreed to care for my pet. They may be reached at \_\_\_\_\_

No Pet Clause:

By signing this clause I certify that I do not keep a pet of any kind. I understand that if I acquire a pet while the current lease is in force the conditions of this document, including a non-refundable fee, will go into effect.

Management \_\_\_\_\_ Tenant \_\_\_\_\_

## **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1.  Yes  No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
2.  Yes  No: Was the most recent fiscal audit submitted to HUD?
3.  Yes  No: Were there any findings as the result of that audit?
4.  Yes  No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_\_
5.  Yes  No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

A monthly review of each property as it relates to occupancy, rent collection, re-exams out standing, emergency work orders, routine work orders, and unit turn-around time is reviewed by top management. This review has been in place for two years.

CMHA is exploring selling off some of it's public housing stock and applying for replacement vouchers to preserve affordable housing rents for the low income.

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?

**See Appendix E**

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

- Attached at Attachment (File name) **Appendix E**
- Provided below:

3. In what manner did the PHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the PHA Plan were necessary.
  - The PHA changed portions of the PHA Plan in response to comments  
List changes below:
  - Other: (list below)

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

1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2.  Yes  No: Was 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) City of Columbus Mayor appoints from Residents
- b. Eligible candidates: (select one)
- Any recipient of PHA assistance
  - Any head of household receiving PHA assistance
  - Any adult recipient of PHA assistance
  - Any adult member of a resident or assisted family organization
  - Other (list)
- c. Eligible voters: (select all that apply)
- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
  - Representatives of all PHA resident and assisted family organizations
  - Other (list)

**C. Statement of Consistency with the Consolidated Plan**



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

1. Consolidated Plan jurisdiction: (provide name here)

Franklin County, Ohio  
City of Columbus, Ohio

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

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

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

#### **D. Other Information Required by HUD**

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

#### **Significant Amendments/Modification Definition**

CMHA's definition of significant amendments of modification for the Agency Plan is "those that make a change to the PHA's mission, or the goals and objectives to enable CMHA to meet the needs of the families we serve, or both". In respect to the Capital Fund, CMHA considers significant amendments as those that involve more than 70% of the Capital Grant being reassigned and not required to stay within compliance of Capital Fund expenditures.

## **Attachments**

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

**APPENDIX J**  
**RESIDENT ADVISORY BOARD**

**APPENDIX K**  
**VIOLENCE AGAINST WOMEN ACT**

## Violence Against Women Act

(A) Describe any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking:

CMHA met with Choices and Columbus Legal Aid in September 2006 to review the federal law requiring the implementation of VAWA. It was agreed that any families CMHA interfaced with struggling with the issues cited in VAWA would be referred to Choices if they did not have a current provider. CMHA does not provide any other services except the referral and compliance with the Act.

(B) Describe any activities, services, or programs provided or offered by a public housing agency that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing:

CMHA provided notification to tenants and landlords about the requirements of VAWA and has amended its lease to accommodate the bifurcation of the lease under Ohio law. We provide information in tenant packets and landlord packets when they lease up or become a provider.

(C) Describe any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families:

CMHA provides information in tenant lease up packets.

**APPENDIX F**

**COMMUNITY SERVICE AND SELF SUFFICIENCY  
PROGRAMS**

**APPENDIX L**  
**ORGANIZATION CHART**

# CMHA Executive Staff

