

3. Rent Determination

Payment Standards

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

- Annually
 Other (list below)

Minimum Rent

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

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

b. Has the PHA adopted any discretionary minimum rent hardship exemption policies?

- Yes No: (if yes, list below)

• Financial hardship includes the following situations:

- (1) The family has lost eligibility for or is awaiting an eligibility determination for a federal, state, or local assistance program. This includes a family member who is a non-citizen lawfully admitted for permanent residence under the Immigration and Nationality Act who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Act of 1996.

Pomona HA Policy

A hardship will be considered to exist only if the loss of eligibility has an impact on the family's ability to pay the minimum rent.

For a family waiting for a determination of eligibility, the hardship period will end as of the first of the month following: (1) implementation of assistance, if approved, or (2) the decision to deny assistance. A family whose request for assistance is denied may request a hardship exemption based upon one of the other allowable hardship circumstances.

- (2) The family would be evicted because it is unable to pay the minimum rent.

Pomona HA Policy

For a family to qualify under this provision, the cause of the potential eviction must be the family's failure to pay rent to the owner.

- (3) Family income has decreased because of changed family circumstances, including the loss of employment.

- (4) A death has occurred in the family.

Pomona HA Policy

In order to qualify under this provision, a family must describe how the death has created a financial hardship (e.g., because of funeral-related expenses or the loss of the family member's income).

- (5) The family has experienced other circumstances determined by the PHA.

Pomona HA Policy

The PHA has not established any additional hardship criteria.

4. Operational and management *NO REVISION*

5. Grievance Procedures *NO REVISION- Applicants and participants are encouraged to submit concerns or complaint in writing. All complaints should be submitted to PHA main office.*

6. Designated Housing for Elderly and Disabled Families *NO REVISION*

7. Community Service and Self-Sufficiency *DOES NOT APPLY*

8. Safety and Crime Prevention *DOES NOT APPLY*

9. Pets *DOES NOT APPLY*

10. Civil Rights Certification- *City of Pomona HA is in compliance*

11. Fiscal Year Audit

The audit for fiscal year 2007-2008 is being prepared.

12. Asset Management *DOES NOT APPLY*

13. Violence Against Women Act (VAWA)

Goal: The City of Pomona HA will continue to collaborate with Public Safety, the Department of Social Services, and the City of Pomona Homeless Coordinator to identify child or adult victims of domestic violence, dating violence, sexual assault, or stalking and refer and/or place victims into exiting community programs.

The following critical areas have been address:

- *Certification:* City of Pomona HA requires a sign statement by the victim and a signed statement by a knowledgeable professional from whom the victim has sought assistance from to address the abuse. City of Pomona HA requires the removal of the perpetrator (but proof is not required) or that the family provide documentation that the perpetrator has successfully completed or is undergoing rehabilitation, or treatment.
- *Notice to victims of their VAWA rights:* Although participants received notices regarding VAWA's protections, staff also continues to remind applicants and participants, when there is evidence of possible domestic violence, of VAWA protection and its requirement prior to denial or termination of assistance.
- *Lease documents:* City of Pomona HA uses the new Section 8 tenancy addendum, which includes VAWA's protections.
- *Pomona HA address VAWA implementation in the AnnualPlan:* City of Pomona HA complies with the Annual Plan statutory requirement regarding the description of the activities, services, or programs that it has implemented to help victims of domestic violence, dating violence, and stalking to obtain or maintain housing.
- *Denial of housing for negative history related to domestic violence:* City of Pomona HA will mediate on behalf of victims, were the batterer ruined the victim's credit, with potential property owner, and non-profit agencies to assist in securing a unit.
- *Implementation of VAWA's actual and imminent threat provision:* City of Pomona HA protects tenants by maintaining the victim's rental assistance and allowing the victim to move elsewhere with the voucher.

Progress: City of Pomona HA revised its administrative plan to incorporate and comply with VAWA in April 2007. Since then the City of Pomona HA continues to review cases of possible domestic violence to ensure that applicants and participants are not denied housing assistance based on incidents of domestic violence, dating violence, sexual assault, or staking. The City of Pomona HA developed and sent information flyers to all program property owners and program participants in 2007 and continues to promote VAWA awareness. New HCV program participants are presented with VAWA information during orientation; furthermore, written information is included in their briefing packages. Information is available at City of Pomona HA's main local administrative office to inform the public of law requirements regarding VAWA.

(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

- **Main administrative office the PHA:** *City Hall, 505 S. Garey Ave. Pomona, CA 91769*
- **Public Library:** *Pomona Library, 625 S. Garey Ave., Pomona, CA 91769*
- **PHA's website:** www.ci.pomona.ca.us *under City Departments/Planning & Housing/Housing/Section 8 HCV*

PHA Plan Supporting Documents are available for inspection at:

- **Main administrative office the PHA:** *City Hall, 505 S. Garey Ave. Pomona, CA 91769*
- **Public Library:** *Pomona Library, 625 S. Garey Ave., Pomona, CA 91769*

7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p>(a.) Hope VI or Mixed Finance Modernization or Development <i>DOES NOT APPLY</i></p> <p>(b) Demolition and/or Disposition <i>DOES NOT APPLY</i></p> <p>(c) Conversion of Public Housing <i>DOES NOT APPLY</i></p> <p>(d) Homeownership: The City of Pomona HA plans to administer a Section 8 HCV Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982. The City of Pomona HA is currently developing a HCV Homeownership Program. The City of Pomona HA will limit the initial number of eligible families from participating in the Section 8 Homeownership option to 10 participants its first year of operation, and may increase the number in the future. The City of Pomona HA will establish the following additional eligibility criteria for participation in the Section 8 HCV Homeownership Program.</p> <ol style="list-style-type: none"> a. The HA shall establish minimum income requirements per household size and reserves the right to make changes to these requirements based on current housing prices and available additional sources of funding. b. The HA shall have a preference in the following priority order with date and time of application the deciding factor among priority groups: (1) Family Self-Sufficiency (FSS) program participants with escrow accounts or FSS graduates who have sufficient earnings (as determined by the HA) to qualify for an appropriate loan amount. (2) HCV program participants with sufficient earnings (as determined by the HA) to qualify for an appropriate loan amount. c. Pomona HA requires that participant families have been employed for a minimum 12 months continuously to qualify. However, preference will be given to families whom have been employed for 24 months or more. d. Families will be considered “continuously employed” if the break in employment does not exceed two months. e. The family must have been on the Pomona HA’s Section 8 HCV Program for at least 18 months. f. The family must be in “good standing” with the Section 8 HCV Program. g. The family has not committed any serious or repeated violations of a Pomona HA-assisted lease within the past year. h. The family must not owe any monies to any housing authority. i. The family must be able to obtain standard fixed moderate rate financing from an approved financial institution. j. The family must complete a Pomona HA-sponsored or approved homeownership and housing counseling training program. <p>The City of Pomona HA plans to promote program visibility to potential candidates and coordinate with internal departments and external partners to provide necessary homeownership and housing counseling. It will also coordinate with internal departments to identify and possibly secure funds to assist with down-payment assistance and closing costs through their respective homeownership programs.</p> <p>The City of Pomona HA will demonstrate its capacity to administer the program by:</p> <ul style="list-style-type: none"> • Establishing a minimum homeowner down payment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price come from the family’s resources. • Requiring that financing for purchase of a home under its Section 8 Homeownership will be provided, insured, or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards. • Collaborating with a qualified agency or agencies to administer the program (names list and number of years experience): <ul style="list-style-type: none"> ○ City of Pomona (whom administers a successful First Time Homebuyer Program)- since 1989 ○ City of Pomona Grants Division for any additional available assistance resources- 10+ years ○ Local Lenders familiar with the establish First Time Homebuyers Program- 10+ years <p>(e) Project-based Vouchers- <i>DOES NOT APPLY</i></p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p> <p><i>DOES NOT APPLY- HA Administers Section 8 HCV only</i></p>

8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <p><i>DOES NOT APPLY- HA Administers Section 8 HCV only</i></p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p><i>DOES NOT APPLY- HA Administers Section 8 HCV only</i></p>
8.3	<p>Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p> <p><i>DOES NOT APPLY- HA Administers Section 8 HCV only</i></p>
9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p><i>NOT APPLICABLE AT THIS TIME</i></p>
9.1	<p>Strategy for Addressing Housing 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. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p> <p><i>Not Applicable at this time, HA has been designated as a High Performing PHA.</i></p>
10.	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.</p> <p><i>Not Applicable at this time, HA has been designated as a High Performing PHA</i></p>
11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated there under at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

Instructions form HUD-50075

Applicability. This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

4.0 PHA Consortia

Check box if submitting a Joint PHA Plan and complete the table.

5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

5.1 Mission. A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

5.2 Goals and Objectives. Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

6.0 PHA Plan Update. In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (VAWA).** A description of: 1) 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; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) 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.

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers

- (a) **Hope VI or Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm
Note: This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed.
- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

8.0 Capital Improvements. This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report. PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

1. At the end of the program year; until the program is completed or all funds are expended;
2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
3. Upon completion or termination of the activities funded in a specific capital fund program year.

8.2 Capital Fund Program Five-Year Action Plan

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

8.3 Capital Fund Financing Program (CFFP). Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

9.0 Housing Needs. Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

9.1 Strategy for Addressing Housing Needs. Provide a 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. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

10.0 Additional Information. Describe the following, as well as any additional information requested by HUD:

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. **(Note: Standard and Troubled PHAs complete annually).**

11.0 Required Submission for HUD Field Office Review. In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.

RESOLUTION NO. 2009-42

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POMONA, SITTING AS THE GOVERNING BOARD OF THE POMONA HOUSING AUTHORITY, APPROVING THE PUBLIC HOUSING AGENCY CERTIFICATION OF CONSISTENCY WITH THE CONSOLIDATED PLAN AND CERTIFICATION OF COMPLIANCE WITH THE PUBLIC HOUSING AUTHORITY ANNUAL PLAN AND RELATED REGULATIONS

WHEREAS, the Quality Housing and Work Responsibility Act of 1998 (QHWRA) requires Public Housing Agencies administering Section 8 Housing Choice Voucher and Public Housing Programs to submit to HUD, for the fiscal year beginning July 1, 2009, an approved Plan consisting of a one-year operational and management plan for meeting the needs of low and very low-income families;

WHEREAS, the City of Pomona Housing Authority serves as a Public Housing Agency in administering Section 8 Housing Choice Voucher and Public Housing Programs, but does not administer Public Housing, therefore a streamlined Plan may be submitted to HUD; and

WHEREAS, a public hearing was conducted and public comment received April 6, 2009, for consideration by the City Council, sitting as the Governing Board of the City of Pomona Housing Authority, approving the streamlined Public Housing Agency Plan for FY 2009-10.

NOW, THEREFORE, BE IT RESOLVED by the City Council, sitting as the Governing Board of the City of Pomona Housing Authority, as follows:

SECTION 1. That the Governing Board of the City of Pomona Housing Authority has reviewed the Public Housing Agency Annual Plan consisting of the Annual Plan for the fiscal year beginning July 1, 2009, and received public comment on the Plan during a public meeting conducted on April 6, 2009.

SECTION 2. That the Governing Board hereby finds that the City of Pomona Housing Authority's Annual Plan is consistent with the Consolidated Plan and approves the Annual Plan for the fiscal year beginning July 1, 2009. The Plan is attached hereto as Exhibit "A," and incorporated herein by this reference.

SECTION 3. That the Governing Board hereby authorizes the Executive Director to execute the Pomona Housing Authority Annual Plan with the required certifications of compliance, attached hereto as Exhibit "B", which shall be forwarded to the U.S. Department of Housing and Urban Development.

SECTION 4. That the Pomona Housing Authority Secretary shall attest and certify to the passage and adoption of this resolution and it shall become effective immediately upon its approval.

APPROVED AND ADOPTED THIS 6TH DAY OF APRIL, 2009.

ATTEST:

POMONA HOUSING AUTHORITY

Marie Michel-Macias,
Housing Authority Secretary

Elliot Rothman,
Chairperson

APPROVED AS TO FORM:

Arnold Alvarez-Glasman,
Housing Authority General Counsel

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES)
CITY OF POMONA)

I, MARIE MICHEL MACIAS, SECRETARY of the City of Pomona Housing Authority, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council of the City of Pomona, sitting as the Governing Board of the Pomona Housing Authority, held on the 6th day of April 2009 by the following vote:

AYES: AUTHORITY MEMBERS:
NOES: AUTHORITY MEMBERS:
ABSENT: AUTHORITY MEMBERS:
ABSTAIN: AUTHORITY MEMBERS:

Marie Michel-Macias,
Housing Authority Secretary

CITY OF POMONA HOUSING AUTHORITY

RESIDENT ADVISORY BOARD (RAB) COMMENTS RECEIVED AND RESPONSE TO PUBLIC HOUSING AGENCY ANNUAL PLAN FY 2009-2010

BACKGROUND

The “Quality Housing Work Responsibility Act of 1998” (QHWRA) contains a provision whereby a Housing Agency must submit an Annual Plan. The Department of Housing and Urban Development (HUD) published the Annual Plan final rule on October 21, 1998. The rule was effective on November 22, 1999. The Annual Plan has two elements, a Five-Year Plan and an Annual Plan. The Annual Plan submission process is a continuing planning process. The Pomona Housing Authority (PHA) must submit an Annual Plan every year. Program participants and the public have an opportunity for input before each submission to HUD.

As part of the PHA’s outreach efforts, 236-program participant received invitation letters to participate in the Resident Advisory Board (RAB). Only eleven (11) program participants responded. The PHA held an introductory meeting on December 16, 2008 to discuss proposed changes and or service improvements for the upcoming FY 2009-10. Comments came during RAB scheduled meetings. Comments received are addressed below. The PHA thanks the 2009-2010 RAB members for their comments and playing an important role in the development of the PHA’s Annual Plan process.

PURSUANT TO CODE OF FEDERAL REGULATIONS:

Resident participation in the Annual Plan process Code of Federal Regulations (CFR) provisions is as follows:

1. Section 903.13, (a) states: “...The role of the Resident Advisory Board...is to participate in the PHA planning process and to assist and make recommendations regarding the PHA plans.”
2. Section 903.13, (c) states: “The PHA must consider the recommendations of the Resident Advisory Board or Boards in preparing the final Annual Plan. In submitting the final plan to HUD for approval, the PHA must include a copy of the recommendations made by the Board or Boards and a description of the manner in which the PHA addressed these recommendations.”
3. Section 903.17 sets forth the public notification requirements: The Board of Commissioners “must conduct a public hearing to discuss the PHA plan...and invite public comment on the plan(s). The hearing must be conducted at a location that is convenient to the residents served by the PHA”.

The regulations also states that no later than 45 days before the public hearing is to take place, the PHA must:

4. Make the proposed plan(s) and all information relevant to the public hearing to be conducted available for inspection by the public at the principal office of the PHA during normal business hours; and
5. Publish a notice informing the public that the information is available for review and inspection, and that a public hearing will take place on the plan, and the date, time, and location of the hearing.”

ANNUAL PLAN PUBLIC PROCESS

The PHA has made the Annual Plan submission and its approval process a public process. The PHA proved to go beyond the HUD requirements. The public process for the Annual Plan began early October 2008 and continued through April 6 2009.

The PHA complied with regulations, its process included:

1. Final RAB members formed in November 2008 to participate in the PHA planning process.
2. Considered recommendations and comments from participants, the public, and the Resident Advisory Board(s) in the development of the Final Annual Plan
3. Published a Notice in local newspapers that the Draft Annual Plan was available for inspection at 505 S. Garey Ave. between the hours of 8:00 AM – 5:00 PM
 - a. PHA Published Notices regarding the Draft Annual Plan and the Public Hearing in the Daily Bulletin and La Voz. Notices published on January 29, 2009 and February 3, 2009
 - b. Draft Annual Plan copies made available at the PHA main administrative office
 - c. Draft Annual Plan copies provided to all RAB members at RAB meetings
 - d. Assembled documentation relevant to the non-required sections of the Annual Plan and made it available for public inspection at PHA main administrative office effective January 29, 2009
4. Published a Notice regarding the Public Hearing and invited public comment
 - a. Published Notices regarding Public Hearing in: Daily Bulletin and La Voz
5. Conducted a Public Hearing on the Draft Annual Plan
 - a. The PHA Board of Commissioners conducted a Public Hearing regarding the Draft Annual Plan on April 6, 2009. The Public Hearing was not adjourned until everyone present who wished to make comments had the opportunity to speak.
6. The PHA considered all comments from the Public Hearing and the Resident Advisory Board, in drafting the Final Annual Plan.

COMMENTS ON THE PHA DRAFT ANNUAL PLAN

During the 45-day Annual Plan comment period, the PHA welcomed oral and written comments on the Draft Annual Plan

- Written comments on the Draft Annual Plan were to be received at the PHA's main administrative office.
- Oral comments on the Draft Annual Plan were recorded via pen and paper notes during RAB Annual Plan-related meetings held December 16, 2008 through April 6, 2009. RAB meetings were held during this period at PHA main administrative office.

RESIDENT ADVISORY BOARD (RAB) MEMBERS 2009-2010

Daniels, Jacqueline	King, Elma	Leon, Jose
Hall, Ashlea	Sterling, Christal	
James, Julie	Wills, Beverly	

COMMENTS MADE BY RAB MEMBERS and PHA RESPONSE:

• **Elderly and Disabled Persons Designated Housing**

Comment: Suggest designating developments and/or buildings for the elderly and disabled considering the fact that the senior population is increasing and most of them have a disability.

PHA response: The PHA does not own any public housing. The PHA will attempt to apply for additional vouchers should they become available to meet the needs.

• **Rents**

Comment: People cannot afford increase on rents because they live on a fixed income (ex SS, SSI).

PHA response: Rent is based on the household income and family composition in accordance with Federal Regulations and guidelines. If reported income is higher than last annual review, rent is adjusted upwards. Participants must seek clarification from Housing Specialist to explain how rent was calculated.

• **Transfers / Portability**

Comment: Does the Housing Authority allow us to port?

PHA response: Yes, however, under some circumstances a receiving PHA may not accept a family trying to exercise portability if the PHA is having financial problems. A PHA may also deny portability during the first 12 months of assistance in accordance with its Administrative Plan. We will also deny the use of portability if a family owes the PHA any monies.

Comment: How do I transfer to another jurisdiction?

PHA response: If participant has lived within the PHA's jurisdiction for more than one year, they may submit a request to transfer to staff.

- **Eligibility**

Comment: Have the eligibility requirements changed for the program?

PHA response: Eligibility requirements have remained consistent. Eligibility depends on the total annual household income according to the family size. HUD establishes these income limits annually. For the Housing Choice Voucher (HCV) program, families must be very low-income families. In addition, 75% of the families admitted to the Section 8 program must be extremely low-income families.

- **Waiting List**

Comment: How long must people wait on the HCV waitlist?

PHA response: The time a family remains on the waitlist is dependent on the number of vouchers available. Voucher availability is dependent on the number of termination, or forfeits of assistance by current participants.

- **Inspections**

Comment: 60 days is not enough time to find another apartment with all that is involved with a move.

PHA Response: The PHA may actually extend the timeframe for the family to locate housing from 60 to 180 days with a “proof of effort” and will make accommodations for families with disability status. In addition, the PHA allows the owner an additional 30 days to correct HQS violations before we advise owner of Housing Assistance Payments (HAP) contract termination.

HUD requires housing authorities to take “prompt and vigorous action” to resolve HQS violations. So long as these violations remain, the tenant family’s health and physical safety may be at risk.

- **Regulations For Live-In Aides**

Comment: Must live-in aide appear for the annual review? Do they need to appear at an interim review?

PHA response: The live-in aide must appear with the family at every annual reexamination of income. The aide need not appear at interim reexaminations of income.

- **Violence Against Women Act (VAWA)**

Comment: Is there a special procedures such as emergency transfers for victims of domestic violence in cases when the abuser does not leave the house. The PHA should still award the family a voucher. It is not always feasible to get the abuser to leave. In addition, is the issue of domestic violence addressed in the PHA policies?

PHA response: The PHA will not provide assistance to a perpetrator of domestic violence- as it is violent criminal behavior. The PHA will assist the victim of domestic violence by referrals to law enforcement agencies and domestic violence service providers at the victim’s request.

VAWA is addressed in the Administrative Plan in an acceptable HUD format. The definition of VAWA is a matter of law and its definition is self-explanatory.

- **Evictions**

Comment: Can an owner evict you?

PHA response: Yes, the owner has the right to evict Section 8 participants as any other tenant who is not on the program. Be reminded that the lease is binding between the tenant and the owner.

Comment: Is there any additional assistance the PHA offers to help relocate?

PHA response: Unfortunately, the Section 8 program does not cover monies for moving or security deposits. However, PHA staff makes every effort to coordinate with the City's Homeless Coordinator whom will exhaust other available non-profit agencies that may have funds to assist with the families' expense.

- **Self-Sufficiency Program**

Comment: What is the Family Self-Sufficiency program?

PHA response: You may ask any Housing Specialist about the program. Or call the Family Sufficiency Coordinator directly at 909-620-2235.

- **Homeownership Program**

Comment: Does the Housing Authority administer a Homeownership Program.

PHA Comment: Yes, we have the "First Time Homebuyer" program.

Comment: How does the program work?

PHA Comment: Interested families would need to contact the Grants Division at 909-620-3630 for information.

Comment: Does the Housing Authority have a program for families on the rental program?

PHA comment: Unfortunately we have been unable to offer it as of yet. The high cost of housing prevented it from being feasible to implement. It prevented most of our low-income families from being able to afford the purchase of a home. We will visit the idea to putting the program together and looking into collaborating with agencies that may be able to assistance.

Comment: How does it generally work?

PHA response: The HA would pay a mortgage subsidy to the bank rather than making a rent payment to the property owner. As in the regular Section 8 program, the amount paid depends

on the amount the family earns. Families must meet the program requirements that will be established in the HA Administrative Plan. In general, you must either be a participant in our Family Self Sufficiency Program or qualify as a senior or disabled family and have enough income to meet program requirements.

Housing Authorities in general are not required to participate in the HCV Homeownership program.

Comment: For how many years can you participate in the program?

PHA response: The family may receive assistance for as long as the family continues to be eligible for the program, or for 15 years, whichever comes first. For a disabled family, however, the assistance could continue for as long as the term of the loan.

Comment: Can a family not be eligible for the program?

PHA response: If a family fails to comply with its “family obligations”, they may be terminated from the program, as they would from the HCV rental assistance program. This includes complying with the terms of the mortgage. In some cases, the family may lose all assistance under Section 8 program.

RESIDENT ADVISORY BOARD OVERALL SERVICE SATISFACTIONS

- ***Employee Service***

- *Comments:*

Expressed an overall satisfaction with the program administrations is “really good”. Member expressed “[I’ve] never encountered a problem with staff or the services provided... “There is not much that the staff can improve on, already does it all”.

They were appreciative of the opportunity to be involved in the process and are looking forward to attending next meeting. Others would like attendance to be flexible due to childcare and work scheduled. Staff reiterated participation was voluntary and that the PHA would benefit from full attendance, and/or they may submit in writing the requesting information.

We want to state that we are very pleased with the job that all the staff does. And are appreciative of all [staff] do.

PHA response: Thank you, we make every effort to keep high ethic and delivery service standards. Employees have large caseloads, which may have its toll from time to time. Because of this volume, office policy is to return all calls by 5:00 pm that same day – but no latter than the next business day. And if at any time there is any concern with staff, we invite and encourage the public to state there concerns in writing so that the appropriate individuals addresses the issues with staff.

SUMMARY OF PUBLIC PARTICIPATION

The PHA provided the public opportunities for input on the proposed programs and activities as follows:

Plan Development

As part of the outreach efforts by the PHA, 236-program participant received invitation letters to participate in the Resident Advisory Board (RAB). Only eleven (11) program participants responded, whom participated in the development of the Annual Plan.

Public Hearing and/or Meetings

Six RAB meeting held in the PHA main office in order to address participants' needs. All six meetings held before the Draft Annual Plan was adopted.

Public Notification

Published Notices regarding the 2009-2010 Annual Plan Draft and the Public Hearing date newspapers (Daily Bulletin and La Voz). Notices published on January 29, 2009 and February 3, 2009.

Access to Information/Availability to the Public

As required by Code of Federal Regulations the PHA assembled documentation relevant to the non-required sections of the Annual Plan and made it available for public inspection at PHA main administrative office effective February 3, 2009.

The PHA Board of Commissioners conducted a Public Hearing regarding the Draft Annual Plan on April 6, 2009. The Public Hearing adjourned until everyone present who wished to make comments had the opportunity to speak.

Comments Received During 45-Day Comment Period

The PHA did not receive any formal written comments during the 45-day comment period or any time thereafter, prior to the submission of the 2009-2010 Annual Plan. The PHA will continue to engage its stakeholders through comment periods in the future so that policies and procedures reflect the needs of the entire community.

The PHA's objective is to provide affordable, decent, safe, and sanitary housing for eligible very low and extremely low-income families and individuals.

PHA appreciation considerations:

1. The PHA opened its Section 8 waiting list in 2007 and received 2,361 applications.
2. PHA performs criminal background checks for all new admissions or family composition additions, ages 18 and over. Less than one percent of the background checks reported a drug-related or violent criminal activity on record.

3. Reasonable accommodations apply to all activities of the PHA in accordance with Federal law. In addition, the PHA Administrative Plan, Section 2, states its right and ability to, at its sole discretion, consider all circumstances surrounding a case when making a determination regarding termination or denial.

**Certification by State or Local Official of PHA Plans Consistency with
the Consolidated Plan**

I, _____ the _____ certify
that the Five Year and Annual PHA Plan of the _____ is
consistent with the Consolidated Plan of _____ prepared
pursuant to 24 CFR Part 91.

_____ April 6, 2009

Signed / Dated by Appropriate State or Local Official

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 2004-2009 5-Year and/or 2009-2010 Annual PHA Plan for the PHA fiscal year beginning **July 1, 2009**, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.

12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

CITY OF POMONA HOUSING AUTHORITY

CA123

PHA Name

PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 2004 - 2009

Annual PHA Plan for Fiscal Years **2009 - 2010**

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
LINDA LOWRY	EXECUTIVE DIRECTOR
Signature	Date
	April 6, 2009

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Program/Activity Receiving Federal Grant Funding

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federalagency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. Sites for Work Performance. The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Check here if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Title

Signature

Date

X

Certification of Payments to Influence Federal Transactions

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

Applicant Name

Program/Activity Receiving Federal Grant Funding

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Signature	Date (mm/dd/yyyy)

DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, <i>if known</i> : Congressional District, if known:	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Congressional District, if known:	
6. Federal Department/Agency:	7. Federal Program Name/Description: CFDA Number, <i>if applicable</i> : _____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$ _____	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i>	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date: _____	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.