

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

---

# PHA Plan

Annual Plan for Fiscal Year 2001

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

---

HUD 50075  
OMB Approval No: 2577-0226  
Expires: 03/31/2002

# PHA Plan

## Agency Identification

**PHA Name:** City of Longview

**PHA Number:** TX459

**PHA Fiscal Year Beginning:** (mm/yyyy) 10/2001

## Public Access to Information

**Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)**

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

## Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- Main business office of the PHA
- PHA development management offices
- Other (list below)

**Annual PHA Plan  
PHA Fiscal Year 2001**

[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

This One Year Housing Plan has been prepared in accordance with HUD guidelines for the Section 8 Voucher program, including Family Self Sufficiency, as an update to the FY00 Housing Plan. It is also an addendum to the Consolidated Plan of the City of Longview, Texas. See also Attachment A.

**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**

**Page #**

1. Supporting Documents	4	
2. Housing Needs	6	
3. Financial Resources		13
4. Policies on Eligibility, Selection and Admissions		14
5. Rent Determination Policies		24
6. Operations and Management Policies	29	
7. Grievance Procedures	30	
8. Capital Improvement Needs		N/A
9. Demolition and Disposition		N/A
10. Designation of Housing	N/A	
11. Conversions of Public Housing	N/A	
12. Homeownership		37

---

5 Year Plan Page 2

13. Community Service Programs	N/A
14. Crime and Safety	N/A
15. Pets (Inactive for January 1 PHAs)	N/A
16. Civil Rights Certifications (attachment w/PHA Plan Certifications)	
17. Audit	
18. Asset Management	N/A
19. Other Information	45

**Attachments**

A	Executive Summary (tx459a01)
B	Analysis of Impediments (tx459b01)
C	Certifications (tx459c01)
D	Transmittal Letter (tx459dv01)

Required Attachments:

N/A	Admissions Policy for De-concentration
N/A	FY 2001 Capital Fund Program Annual Statement
N/A	Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

NA	PHA Management Organizational Chart
N/A	FY 2000 Capital Fund Program 5 Year Action Plan
N/A	Public Housing Drug Elimination Program (PHDEP) Plan
N/A	Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
N/A	Other (List below, providing each attachment name)



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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	Schedule of flat rents offered at each public housing development <input 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 X check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
	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
	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures X 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
	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
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership

<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	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	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) (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.



<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	72%	69%	N/A	N/A	N/A	N/A	N/A
Income >30% but <=50% of AMI	67%	57%	N/A	N/A	N/A	N/A	N/A
Income >50% but <80% of AMI	33%	28%	N/A	N/A	N/A	N/A	N/A
Elderly	30%	63%	N/A	N/A	N/A	N/A	N/A
Families with Disabilities			N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	21%	63%	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	41%	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	51%	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	26%	N/A	N/A	N/A	N/A	N/A	N/A

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 2001
- 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)

**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/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	397		Less than 100 leased plus those that are purged
Extremely low income <=30% AMI	N/A	N/A	
Very low income (>30% but <=50% AMI)	N/A	N/A	
Low income (>50% but <80% AMI)	N/A	N/A	
Families with children	357	90%	
Elderly families	12	3%	
Families with Disabilities	28	7%	
White/Non Hisp.	80	20%	
Black, Non Hisp.	302	76%	
Hispanic	13	3%	
Other	2	Less than 1%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	175	44%	
2 BR	154	39%	
3 BR	57	14%	
4 BR	11	3%	
5 BR	0	0%	
5+ BR	0	0%	

<b>Housing Needs of Families on the Waiting List</b>
<p>Is the waiting list closed (select one)? X No <input type="checkbox"/> Yes</p> <p>If yes:</p> <p>How long has it been closed (# of months)? N/A</p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes</p>

**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
- X Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- X Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- X Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- X Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- X 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

- X Apply for additional section 8 units should they become available
- X Leverage affordable housing resources in the community through the creation of mixed - finance housing
- X 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
- X 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
- X 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
- X 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
- X 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
- X Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- X Affirmatively market to local non-profit agencies that assist families with disabilities
- X Other: (list below)  
Administer Shelter Plus Care Program for the City of Longview

**Need: Specific Family Types – Races/Ethnicities w/disproportionate housing needs**

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

Select if applicable

- X 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

- X Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- X 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
- X Extent to which particular housing needs are met by other organizations in the community
- X 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
- X Community priorities regarding housing assistance
- X Results of consultation with local or state government
- X Results of consultation with Advisory Board
- X Results of consultation with advocacy groups
- Other: (list below)

**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: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY01)</b>		
a) Public Housing Operating Fund	N/A	
b) Public Housing Capital Fund	N/A	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$2,542,222	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	N/A	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
g) Resident Opportunity and Self-Sufficiency Grants	N/A	
h) Community Development Block Grant	\$1,065,000	Rehabilitation, Adaptation, Public Service and Public Facility
i) HOME	\$459,000	Rehabilitation, New Construction and CHDO activities
Other Federal Grants (list below)		
Family Self Sufficiency	\$39,888	FSS Coordinator salary and benefits
<b>2. Prior Year Federal Grants (un-obligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>		
<b>4. Other income</b> (list below)		
<b>4. Non-federal sources</b> (list below)		
<b>Community donations for FSS program</b>	\$7,000	Support services for FSS participants
<b>Total resources</b>	<b>\$4,113,110</b>	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

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

##### **(1) Eligibility**

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

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?

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?



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

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

**(3) Assignment**

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

- One
- Two
- Three or More

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

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

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

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**)

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.

Date and Time

Former Federal Preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- 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)

4. Relationship of preferences to income targeting requirements:

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

#### **(5) Occupancy**

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

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

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

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

#### **(6) De-concentration 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 de-concentration 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 de-concentration 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 de-concentration 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 d-concentration 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 de-concentration 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
- X 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)
- X Other (list below)
- b. X Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. X Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes X 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
- X Other (describe) – List of former landlords for references

### (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)
- X 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)
- X PHA main administrative office

Other (list below)

**(3) Search Time**

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

If yes, state circumstances below: Extensions are granted because there is a 95% leas-up rate with rental units in Longview making suitable units difficult to find.

**(4) Admissions Preferences**

a. Income targeting

X 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 X 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)

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- 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)

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

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

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

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

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

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

#### **(5) Special Purpose Section 8 Assistance Programs**

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

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

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

- Through published notices
- Other (list below)

### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

#### **A. Public Housing**

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

#### **(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---



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

b. Minimum Rent

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

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

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

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

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
- X Above 110% of FMR (if HUD approved; describe circumstances below)

Because of its location, Longview has been included in the East Texas Desegregation lawsuit, Young vs. Martinez. With this in mind, and for the reasons listed below, HUD increased the payment standard for Longview/Gregg County to 112% of FMR, along with the rest of the MSA, which includes Harrison and Upshur Counties.

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 sub market
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- X FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- X Reflects market or sub market
- X To increase housing options for families
- Other (list below)

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

- X 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)

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

Rents in the area

## **(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 903.79 (e)]

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

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

Describe the PHA's management structure and organization.

(select one)

An organization chart showing the PHA's management structure and organization is attached.

A brief description of the management structure and organization of the PHA follows: The Section 8 Certificate and Voucher programs are administered by the Housing and Community Development Division of the City of Longview, Texas. Employees who work with the Section 8 programs include the Housing and Community Development Manager, Housing Supervisor, FSS Coordinator (Client Services Specialist), Housing and Community Development Secretary, Housing Inspector and Three and one-half Customer Service Representatives. The Housing and Community Development Division are under the umbrella of the City's Community Services Department. The Housing and Community Development Manager reports to the Director of Community Services, who reports to the Assistant City Manager, and ultimately to the City Manager, Mayor and City Council. The Housing and C/D Manager also serves as staff liaison to the Consolidated Plan Advisory Committee, a committee of citizens appointed by the Council to make recommendations to the Council regarding the department. In addition, the Section 8 Advisory Board may review decisions and make policy recommendations.

## 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/Families Served at Beginning Of Fiscal Year</b>	<b>Expected Turnover</b>
Public Housing	N/A	
Section 8 Vouchers	589	Average 16/month
Section 8 Certificates	0	Ending
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs(list individually)		N/A
Shelter Plus Care	42	10 per year

## 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)
  
- (2) Section 8 Management: (list below) – Administrative Plan and Applicable City of Longview policies and procedures

## **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)

-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)

-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:

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

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

**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:	
1b. Development (project) number:	
2. Designation type:	
Occupancy by only the elderly <input type="checkbox"/>	
Occupancy by families with disabilities <input type="checkbox"/>	
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>	
3. Application status (select one)	
Approved; included in the PHA’s Designation Plan <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)	
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously-approved Designation Plan?	

6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
--

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

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

<b>Conversion of Public Housing Activity Description</b>
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)

4. Status of Conversion Plan (select the statement that best describes the current status)

Conversion Plan in development

Conversion Plan submitted to HUD on: (DD/MM/YYYY)

Conversion Plan approved by HUD on: (DD/MM/YYYY)

Activities pursuant to HUD-approved Conversion Plan underway

---

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

Units addressed in a pending or approved demolition application (date submitted or approved: \_\_\_\_\_)

Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: \_\_\_\_\_)

Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: \_\_\_\_\_)

Requirements no longer applicable: vacancy rates are less than 10 percent

Requirements no longer applicable: site now has less than 300 units

Other: (describe below)

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

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

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

1.  Yes  No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status.

PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

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

**B. Section 8 Tenant Based Assistance**

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

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

[24 CFR Part 903.7 9 (l)]

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

### **A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

X Yes  No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?  
If yes, what was the date that agreement was signed? DD/MM/YY

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

- X Client referrals  
X Information sharing regarding mutual clients (for rent determinations and otherwise)  
X 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  
X Other (describe) TANF Representative on FSS Program Coordinating Committee

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

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)

**(2) Family Self Sufficiency program/s**



a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	N/A	N/A
Section 8	FSS Action Plan commitment of 55	53 (as of 6/19/01)

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

**C. Welfare Benefit Reductions**

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

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

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

**13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

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

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

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

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

2. What information or data did the PHA 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)

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

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

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

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

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

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

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

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

**D. Additional information as required by PHDEP/PHDEP Plan**

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

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

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

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

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1. X Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
  
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)  
 Attached at Attachment (File name)  
X Provided below:
  1. To whom this may concern, I have read the draft Consolidated Action Plan for the 2001-2001 Fiscal year. I agree on all plans. But I think that they should raise the first time homebuyer fund from \$2,500, to least \$3,000. And thank you for asking for my opinion and suggestion. (Barbara Bradley)
  
  2. Based on the draft information I see that there is change occurring throughout the City of Longview, some positive and some issue are not quire there yet.

I spotted a section that made me wonder if the two issues could help each other. The homeless and unskilled could unite with the elderly and in this the homeless could have a day place and the elderly would have someone there to provide a meal, cleaning or other things. It will also provide someone to talk with, as well as a helping hand too around, cutting down on the risk of falling. The youth could train in home repair and provide low cost repair to those who otherwise would not be able to accomplish the task. Moreover, have a skill that sound that will allow him/her to obtain a career they can be proud hold.

I find it outstanding that nonprofit organizations are taking part where they can. I also concur that lack of income, stock deterioration, elderly persons are high priority issues, as well as concentrations of rental housing, minorities and the lack of support in all areas.

Secondly, rehabilitation of person and property is a concern. Meeting the needs of the disabled and elderly is of great concern. Meanwhile, youth that are becoming adults without a skill is a concern also. Becoming independent is great, yet in the process of achieving that goal, many issues presents itself to be more harm than good. From personal experience in life, I've learned that it is hard to reach that point without the pitfall. As the goal is to have clients free of help from public assistance is great, the action plan table is great and the contributors are fantastic. Hoping that all will work out for the future of Longview, and the resident while we try to grow and strive for a better way of life. (Velvet Rice)

3. I read over the draft. I only have one questions concerning it – why aren't all apartment complexes equipped with wheelchair access ramps? It would be a lot easier for people who are disabled to be able to get around.

I would also like to take this time to say “Thanks” to the Housing Program & Family Self Sufficiency program for giving me the help that I've needed to make it this far. (Glenda Parker)

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:

1. First time homebuyer assistance for Pineywoods HOME Team newly constructed homes in designated area have been raised from \$2,500 to the following: \$10,000 for low/very low income home buyers and \$7,500 for moderate income new home buyers. Purchases of existing homes or newly constructed in areas other than designated area to remain at \$2,500.

2. Set aside \$60,000 in CHDO funds to provide for gap equity financing for eligible first time home buyers in order to allow homebuyer to qualify for financing.

Other: (list below)

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

1. X 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)

- X Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance

- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

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

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

1. Consolidated Plan jurisdiction: City of Longview Texas
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) *This PHA Plan is to be submitted as an addendum to the City's Consolidated Plan.*
  - 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)
    - a. Apply for additional Section 8 Vouchers as funding is available
    - b. Continue to voluntarily administer Family Self Sufficiency
    - c. Consider requesting that HUD issue fifty additional special project based vouchers to create additional DHO's in jurisdiction
    - d. Consider requesting that HUD increase FMR's to 148% as has been done in other areas in East Texas in order to assist in the provision of additional affordable housing opportunities
  - Other: (list below)



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

The Section 8 program is administered by the city of Longview Housing and Community Development Division which also is responsible for preparation of the City's Consolidated Plan. Combined Public Hearings were held for the plans in order to assure that housing needs were fully addressed in the Consolidated Plan.

**D. Other Information Required by HUD**

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

**Attachments**

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

Attachment A  
**Executive Summary**  
**FY01 Housing Plan Update**  
**City of Longview, Texas**

This annual update to the FY00 Five Year Housing Plan has been prepared in accordance with HUD guidelines for the Section 8 Voucher program, including Family Self Sufficiency (FSS), and will continue to be updated and submitted each year as an addendum to the Consolidated Plan of the City of Longview, Texas.

<b>Certifications of Compliance w/Housing Plans &amp; Related Regulations</b>
State/Local Government Certification of Consistency w/Consolidated Plan
Fair Housing Documentation: Documentation regarding examination of existing/proposed programs Identification of impediments to fair housing choice in those programs Documentation regarding addressing those impediments in fair/reasonable fashion Efforts to implement initiatives to affirmatively further fair housing requiring PHA involvement
Consolidated Plan, including Analysis of Impediments to Fair Housing Choice” and supporting backup data regarding housing needs in the jurisdiction
Most recent council approved operating budget for PHA
Section 8 Administrative Plan
Cooperative agreement, if any, between PHA and TANF agency
FSS Action Plan for Section 8
Most recent fiscal year audit of PHA, results and response to findings, if any

## **Statement of Housing Needs**

<b>Housing Needs of Families in Jurisdiction(s) served by PHA</b>		
<b>Table A: Housing Needs of Families in Jurisdiction by Family Type</b>		
<b>Family Income Type</b>	<b>Over All</b>	<b>Affordability</b>
<=30% AMI	72%	69%
>30% but<=50% AMI	67%	57%
>50% but <80% AMI	33%	28%
Elderly	30%	63%
Families w/Disabilities	N/A	N/A
White/Non-Hispanic	21%	N/A
Black/Non-Hispanic	41%	N/A
Hispanic	51%	N/A
All Households	26%	N/A

\* N/A = Information not available

Source of information: U.S. Census data: the Comprehensive Housing Affordability Strategy (CHAS) data set

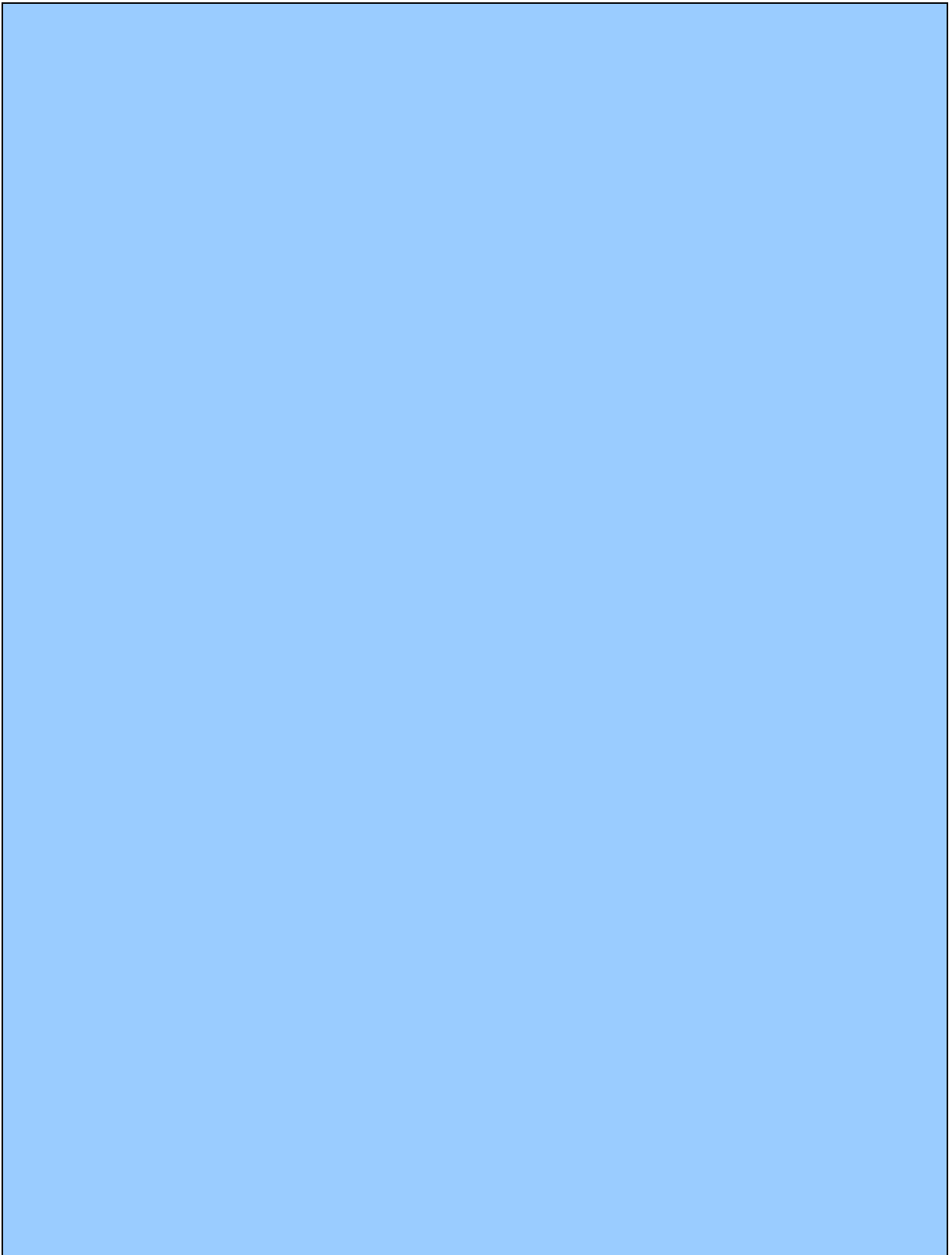
**Table B: Housing Needs of Families on Section 8 Waiting List**

	# Families	%Families	Annual Turnover
Waiting List Total	397		Under 100 leased/yr plus purged
Extremely Low Inc. (<30% AMI)	N/A	N/A	
Very Low Inc. (>30% but <=50% AMI)	N/A	N/A	
Low Inc. (>50% but <80% AMI)	N/A	N/A	
Families w/Children	357	90%	
Families w/Disabilities	28*	7%*	
Elderly Families	12*	3%*	
White/Non-Hispanic	80	20%	
Black/Non-Hispanic	302	76%	
Hispanic	13	<1%	
Other	3	<1%	

\* common count      N/A=Not Available

<b>Characteristics by Bedroom Size</b>	<b># Families</b>	<b>Percentage of Families</b>
1 Bedroom	175	44%
2 Bedrooms	154	39%
3 Bedrooms	57	14%
4 Bedrooms	11	3%
5 Bedrooms	0	0%

5+ Bedrooms	0	0%
-------------	---	----



## Strategies for Addressing Housing Needs

**Need: Shortage of Affordable Housing for All Eligible Populations**

**Strategy #1: Maximize # of Affordable Units Available to Section 8 Participants w/current resources**

Maintain/Increase Section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction

Implement measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required.

Maintain/Increase Section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration

Maintain/Increase Section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program

Participate in Consolidated Plan development process to ensure coordination with broader community strategies

**Strategy #2: Increase # of affordable housing units**

Apply for additional Section 8 units should they become available

**Need: Specific Family Types - Families at/below 30% of AMI**

**Strategy #1: Target available assistance to families at/below 30% of AMI**

Exceed HUD federal targeting requirements for families at/below 30% of AMI in tenant-based Section 8 assistance

Adopt rent policies that encourage participant families to work

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

**Strategy #1: Target Available Assistance to the Elderly**

Apply for special purpose vouchers targeted to the elderly, if/when available

<b>Need: Specific Family Types - Families with Disabilities</b>
<b>Strategy #1: Target Available Assistance to Families with Disabilities</b>
Apply for special purpose vouchers targeted to families w/disabilities when available
Administer Shelter Plus Care Programs for the City of Longview

<b>Need: Specific Family Types - Races/Ethnicities w/Disproportionate Housing Needs</b>
<b>Strategy #1: Increase Awareness of Resources Among Families of Races and Ethnicities w/Disproportionate Housing Needs</b>
Affirmatively Market to Races/Ethnic Groups w/Disproportionate Housing Needs
<b>Strategy #2: Conduct Activities to Affirmatively Further Fair Housing</b>
Counsel Section 8 Tenants Regarding Unit Locations Outside Areas of Poverty or Minority Concentration
Market Section 8 Program to Owners Outside Poverty/Minority Concentration Areas

<b>Overall Strategy Selection: Factors Influencing Strategy Selection</b>
Extent Particular Housing Needs Met by Other Organizations
Housing Needs Outlined in Consolidated Plan and Information Available to PHA
Community Priorities Regarding Housing Assistance
Results of Consultation with Local/State Government
Results of Consultation with Advocacy Groups



<b>Table C: Statement of Financial Resources - Planned Sources/Uses</b>		
<b>Sources: 2001 Federal Grants</b>	<b>\$\$\$</b>	<b>Planned Uses</b>
Housing Fund Balance 10/01	0	N/A
Annual Contributions for Section 8 Tenant Based Rental Assistance	\$2,542,222	Administer Section 8 Program
Resident Opportunity/Self Sufficiency	N/A	
Community Development Block Grant	\$1,065,000	Administer CDBG Program/Activities
HOME	\$459,000	Administer HOME Program/Activities
Family Self Sufficiency Grant	\$39,888	FSS Coordinator Salary/Benefits
Private donations	\$7,000	Services for FSS Participants
<b>Total Resources</b>	<b>4,113,110</b>	<b>Administer Federal Entitlement and Grant Programs and Activities</b>

<b>Section 8/PHA Policies Governing Eligibility/Selection/Admissions</b>
<b>Eligibility</b>
Extent of Screening for Prospective Section 8 Participants
<ul style="list-style-type: none"> <li>Screen for Criminal/Drug-Related Activity More than Required by Law/Regulation</li> <li>Check Tenant Lists Leaving Other Housing Authorities Owing Money</li> <li>Request Criminal Records from Local law Enforcement Agencies for Screening Purposes</li> </ul>
Search Time - Grant Extensions on Standard 60-Day Unit Search Period due to High Lease-up Rate and Shortage of Suitable Units
Admission Preferences - Date/Time of Application Established as Sole Preferences
Income Targeting - Exceed Federal Targeting Requirements with 75% of New Admissions to families at/below 30% of AMI

Special Purpose Section 8 Assistance Programs - City is Not Currently Funded for any Special Purpose Section 8 Programs

**Section 8 PHA Rent Determination Policies**

Payment Standards

Payment Standard Set Above 100%, but at/below 112% of HUD Fair Market Rent (FMR) for Longview/Marshall MSA

Current FMRs are not Adequate to Ensure Success Among Assisted Families in Longview, Resulting in a Higher Payment Standard which Reflects the Market. The Higher payment Standard Increases Housing Options for Participating Families

Payment Standards are Re-evaluated Annually for Adequacy

Factors in Assessment of Adequacy of Payment Standard

- Success Rates of Assisted Families
- Rent Burdens of Assisted Families
- Area Rents

Minimum Rent - There is no minimum rent for City of Longview Section 8 Participants

**Operations and Maintenance**

PHA Management Structure

The Section 8 Rental Assistance Program is administered by the Housing and Community Development Division of the City of Longview. Employees who work with the Section 8 programs include the Housing and Community Development Manager, Housing Supervisor, FSS Coordinator (Client Services Specialist), Housing and Community Development Secretary, Housing Inspector, and three full-time and one part-time customer Service Representatives. The Housing and Community Development Division are under the umbrella of the Community Services Director, who reports to the Assistant City Manager, and ultimately to the Mayor and City Council. The Housing and C/D Manager is also a liaison to the Consolidated Plan Advisory Committee, a committee of citizens appointed by the council to make recommendations to the Council regarding the department.



<b>HUD Programs Under PHA management</b>		
Program Name	Families Served 10/01	Average Turnover
Section 8 Vouchers/Certificates	589/0	16/Month
Shelter Plus Care	42	10/Year

<b>Management and Maintenance Policies</b>
Administrative Plan
Applicable City of Longview Policies and Procedures

<b>Grievance Procedures</b>
The City of Longview has not established informal review procedures for applicants to the Section 8 assistance program or informal hearing procedures for families assisted by the Section 8 assistance program in addition to federal requirements found at 24 CFR 982,
Applicants or assisted families contact the Housing and Community Development Office to initiate the informal review and informal hearing processes.

<b>Home Ownership Activities</b>
Section 8 participants are income-eligible to participate in all CDBG funded home ownership activities. FSS participants earn escrow that may be applied to the purchase of a home or related costs.

**PHA community Service and Self-Sufficiency Programs**

***PHS Coordination with Welfare (TANF) Agency***

Cooperative Agreements - The Housing and community Development Division entered into a cooperative agreement with the TANF Agency on December 16, 1993, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937).

**Other Coordination Efforts Between PHA and TANF Agency**

Client Referrals

Information Sharing Regarding Mutual Clients (rent determination, etc.)

Provision of social & self-sufficiency services/programs to eligible families

TANF representative on FSS Program Coordinating Committee

***Services and Programs Offered to Residents/Participants***

Family Self Sufficiency - The City of Longview voluntarily administers Family self-Sufficiency to assist Section 8 participants to gain full financial independence from all types of public assistance programs for themselves and their families.

**Family Self Sufficiency Participation**

Program	Required Participants 10/01	Est. Participants 10/01 (Actual 6/01)
Section 8 FSS	55	55 (53)

***Welfare Benefit Reductions***

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 initiating the following:

Establishing/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

**Civil Rights Certifications:** Civil rights certifications are included in the Housing

## **Other Information**

**Advisory Board Recommendations:** The recommendations of the resident advisory board and the actions taken to address those recommendations are as follows:

1. To whom this may concern, I have read the draft Consolidated Action Plan for the 2001-2002 Fiscal year. I agree on all plans. But I think that they should raise the first time homebuyer fund from \$2,500, to least \$3,000. And thank you for asking for my opinion and suggestion. (Barbara Bradley)
2. Based on the draft information I see that there is change occurring throughout the City of Longview, some positive and some issue are not quire there yet.

I spotted a section that made me wonder if the two issues could help each other. The homeless and unskilled could unite with the elderly and in this the homeless could have a day place and the elderly would have someone there to provide a meal, cleaning or other things. It will also provide someone to talk with, as well as a helping hand too around, cutting down on the risk of falling. The youth could train in home repair and provide low cost repair to those who otherwise would not be able to accomplish the task. Moreover, have a skill that sound that will allow him/her to obtain a career they can be proud hold.

I find it outstanding that nonprofit organizations are taking part where they can. I also concur that lack of income, stock deterioration, elderly persons are high priority issues, as well as concentrations of rental housing, minorities and the lack of support in all areas.

Secondly, rehabilitation of person and property is a concern. Meeting the needs of the disabled and elderly is of great concern. Meanwhile, youth that are becoming adults without a skill is a concern also. Becoming independent is great, yet in the process of achieving that goal, many issues presents itself to be more harm than good. From personal experience in life, I've learned that it is hard to reach that point without the pitfall. As the goal is to have clients free of help from public assistance is great, the action plan table is great and the contributors are fantastic. Hoping that all will work out for the future of Longview, and the resident while we try to grow and strive for a better way of life. (Velvet Rice)

3. I read over the draft. I only have one questions concerning it – why aren't all apartment complexes equipped with wheelchair access ramps? It would be a lot easier for people who are disabled to be able to get around.

I would also like to take this time to say "Thanks" to the Housing Program &

Family Self Sufficiency program for giving me the help that I've needed to make it this far. (Glenda Parker)

**Statement of Consistency with Jurisdiction's Consolidated Plan - City of Longview, Texas:** The city has taken the following steps to insure consistency of the Housing Plan with the Consolidated Plan for the jurisdiction.

This Housing Plan is submitted as an addendum to the Consolidated Plan.

The statement of needs of families in the jurisdiction is based on the needs expressed in the consolidated Plan.

The Consolidated and Housing Plan was developed as on unit.

Activities to be undertaken by the City in the coming year are consistent with the initiatives contained in the Consolidated Plan.

The Consolidated Plan of the jurisdiction supports the Housing Plan with the following actions and commitments:

The Section 8 program is administered by the city of Longview Housing and Community Development Division which also is responsible for preparation of the City's Consolidated Plan.

Public hearings were held for the plans in order to assure that housing needs were fully addressed in the Consolidated Plan.

### **Fiscal Audit**

The City of Longview is 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)).

The most recent fiscal audit was submitted to HUD.

There were no findings as the result of that audit.

Attachment B  
**ANALYSIS OF IMPEDIMENTS  
TO  
FAIR HOUSING**

**Introduction and Executive Summary of the Analysis** - The City of Longview Housing and Community Development Division coordinated the Analysis of Impediments to Fair Housing. Members of the community familiar with housing needs were invited to participate in the development of this document.

A. Participants - The following agencies were invited to participate in the Analysis of Impediments to Fair Housing Choice:

City of Longview  
Gregg County Bar Assoc.  
Newgate Ministries  
Regional Community Foundation  
East Texas CASA  
Parenting Resource Center  
East Texas Literacy Council  
Habitat for Humanity

Sabine Valley Center  
Longview News-Journal  
City of Kilgore Housing Dept.  
Special Health Resources of East Texas  
East Texas Legal Services  
Longview Nonprofit Coalition  
Longview Community Ministries

**B. Methodology** - Each member brought a unique knowledge of the community to the table. Twenty members of the task force met July 15, 1999 to discuss topics and their relation to the six protected status' (Race/Color, National Origin, Religion, Sex, Familial Status, and Handicap/Disability). Subsequent to the 1999 task force, a FY00 follow-up survey was conducted to update information acquired in the original study.



Need for Public Transportation	impediment.
Need of Housing Provider Education	Addresses lack of knowledge re: Fair Housing legislation by rental property owners who do not received Fair Housing training, and of individuals selling property without licensed agents trained in Fair Housing statutes.
Location of Affordable Housing	Housing affordable to very-low income families is often located in racially impacted areas identified in the Young lawsuit. Identified in FY01 survey as likely impediment.
Need for Consumer Education	Lack of knowledge of Fair Housing legislation by those who may be identified as a member of a protected group.
Need for Laws/Legal Actions	Need for additional legislation or other court actions to address enforcement of the Fair Housing Act within the City of Longview.

C. **Funding**

The cost of the Analysis of Impediments was paid by the City of Longview's Community Development Block Grant funds under the category of Planning.

D. **Impediment Survey** – Survey results are illustrated in the following chart:

<b>IMPEDIMENTS TO FAIR HOUSING Survey Results 2000-2001</b>					
<b>Impediments</b>	<b>Public Transportation</b>	<b>Provider Education</b>	<b>Location of Affordable Housing</b>	<b>Consumer Education</b>	<b>Laws/Legal Actions</b>
<b>Protected Status</b>					
<b>Race/Color</b>	<b>Likely Impediment</b>	<b>Likely Impedimen</b>	<b>Likely Impediment</b>	<b>Possible Impediment</b>	<b>Unlikely Impediment</b>
<b>Handicap</b>	<b>Likely Impediment</b>	<b>Likely Impedimen</b>	<b>Likely Impediment</b>	<b>Possible Impediment</b>	<b>Unlikely Impediment</b>
<b>National Origin/Ethnicity</b>	<b>Likely Impediment</b>	<b>Possible Impedimen</b>	<b>Likely Impediment</b>	<b>Possible Impediment</b>	<b>Unlikely Impediment</b>
<b>Familial Status</b>	<b>Possible Impediment</b>	<b>Possible Impedimen</b>	<b>Possible Impediment</b>	<b>Unlikely Impediment</b>	<b>Unlikely Impediment</b>
<b>Sex</b>	<b>Possible Impediment</b>	<b>Unlikely Impedimen</b>	<b>Unlikely Impediment</b>	<b>Unlikely Impediment</b>	<b>Unlikely Impediment</b>
<b>Religion</b>	<b>Possible Impediment</b>	<b>Unlikely Impedimen</b>	<b>Unlikely Impediment</b>	<b>Unlikely Impediment</b>	<b>Unlikely Impediment</b>

## E. **Actions To Address Impediments**

### **Need for Public Transportation**

#### Intra-City Public Transportation

##### **Household Vehicle Availability in Longview**

In 1995, 1999, and again in 2000 the most serious impediment found was the lack of adequate public transportation. This problem impacted the Protected Statuses of Race/Color, Handicap, and National Origin/Ethnicity.

Though the majority of residents own automobiles, the lack of public transportation severely limits opportunities for those without cars. Nationally, transit accounts for just over two percent of all trips, with public transportation typically used by groups who are traditionally under-served by other means of transportation. This group includes low-income individuals who cannot afford to own and operate a car; the elderly who may be unable or unwilling to drive; and the disabled who are physically or mentally unable to operate a vehicle.

Public bus systems have existed at various times in Longview. The last bus system in Longview was a privately owned company operating with a partial City subsidy. The system ceased operation in the 1970's. Since then, no general public transportation system has operated in Longview, except for private taxi and limousine service. Some of the transportation needs have been met through limited programs and client services through social service agencies, such as MHMR, Medicaid, etc.

Section 5310 Grant Funds are allocated to assist nonprofit agencies with the financial resources to purchase capital equipment to service their clients who are elderly or developmentally disabled. Typically, these not-for-profit agencies serve only the clients that are enrolled in their program. This Federal Transportation grant is an 80/20 split between the FTA and the agency for capital equipment costs. Section 5310 providers in the Longview MPO area include the following agencies: Gregg/Harrison Counties Center of MHMR Services, Inc., Special Health Resources, Christian Retirement Center and Sabine Valley Regional MHMR.

In addition to Section 5311 transportation, ETCOG is contracting for the provision of public transportation to area residents age 60 and over under the Title III program, also known as the Older Americans Act.

In an effort to improve mobility for Longview residents, the City hired a consultant to complete an Elderly/Handicapped Transportation study in 1985. As a result, Longview began a limited taxi fare subsidy program for the elderly, also funded under Title III. The program funded \$1.75 of the cost of a one-way taxi trip within the City limits. The

advantages of the program were that it provided service 24 hours a day, seven days a week, at a relatively low cost. However, program funding was limited, so the number of coupons issued to each participant was restricted based on current usage/budget.

In the early 1990's several groups, including the Action Longview Strategic Planning group and the Mayor's Commission on the Aging, identified a need for more public transportation in Longview. The Texas Department of Transportation undertook a study on public transportation needs and options in Longview. The study, completed late in 1992, showed that there was a need for public transportation in Longview and outlined several options for meeting the need. An ad hoc committee was formed to review the report, and to formulate a strategy. As a result of the committee's work, the following public transportation goals were formulated:

- Provide public transportation primarily to the disabled, the elderly, and low-income citizens, and to the general public as funds and facilities allow
- Begin with a modest transportation system that can be expanded as demand increases, provided adequate funding can be obtained
- Provide reliable professional administration, operation, and management of the system in full compliance with all federal, state, and local regulations, minimizing the City's liability and administrative burden
- Maximize the services available per local dollar expended by aggressively pursuing all funding options
- Allow existing local transportation providers the opportunity to submit proposals to provide service or participate in a transportation brokerage strategy
- Build a comprehensive public transportation system, which coordinates all City-funded transportation services into a single administrative structure.

To achieve these goals, the city selected McDonald Transit Associates, Inc., of Fort Worth, to provide the following services:

1. Conduct a detailed needs analysis, design, and budget for a demand response public transportation system
2. Implement/manage the demand response public transportation system
3. Manage the existing Elderly Taxi Program
4. Plan a fixed route public transportation system

### **Demand Response System**

McDonald Transit completed the first task, planning for a demand response public transportation system, in March, 1994. The study evaluated several alternatives, including a dial-a-ride system, subsidized taxi programs, and combinations of these. Dial-a-ride services (vans requiring advance reservations) were found to have a higher per-trip cost and than taxi-based systems. In addition, taxi-based systems are generally available 24 hours per day, seven days a week. The recommendation, approved by the Longview City Council later that month, was to expand on the existing Elderly Taxi Program, currently funded under Title III, to provide more service at lower cost to both the elderly and the handicapped.

McDonald Transit found that the average total cost of a one-way taxi trip was about \$4.50 under the Elderly Taxi Program, with the out-of-pocket expense to the rider averaging \$2.75. This amount varied considerably based on the length of the trip, with the out-of-pocket cost ranging from under \$.50 to over \$5.00. The funding for the Elderly Taxi Program was very limited, so coupon usage had to be closely controlled. Participants had been limited to 8-12 coupons per month.

Since the City of Longview is eligible to receive Federal Transit Administration (FTA) Section 5307 funding for Urban Public Transportation, it was decided to apply for these funds, alter the eligibility requirements to include the disabled as well as persons age 60 and over, and to change the fare structure.

The transition to the new system began August 1, 1994. Initially, users were issued 12 coupons per month. Each coupon entitles the participant to a one-way taxi trip within the City limits for a \$1.00 fare, regardless of the trip length. (If necessary, a maximum trip length may be imposed to help prevent system abuse.) In addition to the two taxi companies, transportation providers who meet insurance and other requirements may be eligible to provide service under the program. Two lift-equipped minibuses, named the COLT (City of Longview Transportation), were purchased in 1995 to assist wheelchair-bound disabled persons.

In 1998, the East Texas Council of Governments entered into a contract with the City of Longview to manage and operate Longview's Section 5307 Urban Transportation Program. This agreement coordinated and avoided duplication of program administration and dispatching tasks. The Longview Elderly & Disabled Transportation Program serves the elderly (age 60 and over) and persons with a transportation disability. Currently, the service provider manages about 1,600 trips per month. Discussion and consideration will be given to explore the possibility of expanding transportation services if feasible.

### **Fixed Route Feasibility Study**

The planning of a fixed route system was completed in November, 1995. McDonald Transit Associates conducted a fixed route feasibility study, which identified that most U.S. cities the size of Longview have a fixed route bus system. As a component of the study, a scientific survey of 305 Longview households identified that 68% of the households thought there was

a need for a bus system, 42% would increase their taxes to pay for a transit system and 19% of the households would use the system. McDonald Transit recommended the implementation of a four bus fixed route system while retaining the ADA para-transit service operated by the Longview Taxi Program. The estimated first year operating cost of the fixed route system is \$451,581 and the startup capital cost is estimated to be \$519,600. If the system were implemented, the total City share of the first year costs would be \$133,591. Only a small fraction of the cost of operating a bus system comes from rider fares. In August 1995, the results of the fixed route feasibility study were presented to the Longview City Council. Current proposals in Congress would entirely phase out operating assistance (50% match) for public transportation programs over several years, which would greatly increase the City's annual expenditures. In light of anticipated federal budget cuts, it was the decision of the City Council to place the implementation of a fixed route system on hold.

Public transportation is often a controversial subject in many communities. While some groups are strongly supportive of public transportation, many individuals are equally certain that a small city does not need and should not spend money on public transportation. However, most small urban areas in Texas have a fixed route public transportation system partially funded under the FTA Section 5307 program.

The City is currently exploring available options regarding the possible implementation of a fixed route public transportation system. "Buses for Longview", a recently formed citizen action group is actively working to build public support for this endeavor throughout the City.

#### **Need for Housing Provider/Consumer Education**

The need for housing provider education was identified as a possible impediment for the Protected Status' of Race/Color, Handicap, National Origin/Ethnicity and Familial Status. The need for consumer education was identified as a possible impediment for the Protected Status' of Race/Color, Handicap, and National Origin.

While professional housing providers such as real estate agents, property managers and mortgage lenders are trained in Fair Housing legislation many rental units are owned and managed by non-professional landlords who may not be fully aware of Fair Housing statutes.

The City of Longview will provide information regarding Fair Housing and offer training on Fair Housing issues. Utilizing CDBG funds, the City can hire a qualified consultant to conduct free training for housing providers with an interest in furthering their knowledge of Fair Housing, with special outreach to those who have had no previous training.

Utilizing the same method, the City can provide information to the general citizenry concerning their Fair Housing rights. Currently information is distributed at various public gatherings such as Cinco De Mayo Celebration, Martin Luther King Day celebrations, the annual Longview Home Show, etc., and by news information releases, especially during Fair Housing Month, and by information shown on the City's access channel of local cable television. These activities will continue, along with public informational sessions conducted

by a qualified Fair Housing consultant.

### **Location of Affordable Housing**

The location of affordable housing was identified as a possible impediment to the Protected Status' of Race/Color, Handicap, National Origin/Ethnicity and Familial Status. This relates to the lack of public transportation, as those most likely to need public transportation may also be identified by a protected status. The need for proximity of housing to work/family/school may affect a family's ability to find suitable housing.

Primary barriers to developing affordable housing are land costs and local market characteristics. The combination of high land costs and marginal differences in cost of construction leaves little incentive for private developers to market affordable housing.

Within the city there is a market for new construction upscale housing, i.e., housing with sales prices of \$150,000 or higher. New construction has been limited for housing that is affordable to low and moderate-income home buyers. In order to encourage the construction of single family, owner-occupied homes, the Longview City Council adopted an Ordinance initiating the South Longview Incentive Program (SLIP). This program offers the following incentives to property owners constructing new single-family housing in a specific area of South Longview:

1. Exemption from fees associated with water and sewer taps.
2. Exemption from fees for all permits associated with the new construction.
3. Exemption from all fees associated with any re-zoning, platting, variances, re-platting or site plan review associated with the project.
4. If funds are available, the City will pay the cost of demolition and debris removal on lots proposed for new construction.
5. A potential low-moderate income homeowner who builds a new home in the incentive area may qualify for a \$2,500 CDBG grant for down payment and closing cost assistance.
6. Purchasers of lots to be used for participation in this program may request that any outstanding City liens be released at no cost. The release of the liens would require City Council approval.

The property owner must be willing to comply with the following guidelines to receive the incentives. Only new construction of single-family housing for owner-occupancy is eligible. Rental property is not eligible.

- Properties located in the identified area of Longview as shown on the attached map will be eligible for these incentives. No incentives will be granted for properties located in a flood plain.
- Incentives will be granted to individuals and developers who will build single-family housing for owner-occupancy. Only new construction is eligible. Developers will be required to agree to have a lien placed on the property to insure that the new housing is made available to buyers for the purpose of owner occupancy.
- If a substandard house is to be removed from the lot prior to the new construction, assistance may be available from the City's building standards budget to complete the demolition at no cost to the property owner depending on the availability of funds and qualified City contractors. Only a structure which is determined to be substandard and in need of demolition under the provisions of applicable City ordinance is eligible.
- Requests for construction of infrastructure to enable development of property may be considered on a case-by-case basis if funds are available and within the guidelines of the City's Capital Improvements Program and will contribute substantially to the City's tax base.

The FY01 CDBG budget is re-obligating prior year funds totaling \$125,000 for grants of up to \$10,000 each for eligible First Time Home Buyers to purchase Pineywoods HOME Team (CHDO) newly constructed houses in the SLIP area. It is now possible for a first time new homebuyer to take advantage of the SLIP program as well as the homeownership program for a possible total savings of up to \$12,000. At an estimated \$45 per square foot building cost for non-luxury housing, the incentives could provide as much as 25% of the construction costs of a modest 1,000 square ft home.

### **Lack of Financing for Mortgages**

Some local financial institutions and mortgage companies have special programs targeted toward low-to-moderate income families which use a somewhat liberal method of determining creditworthiness and require low down payments. The City has budgeted CDBG funds for down payment and closing cost assistance for first time homebuyers since 1991. The FY2000 budget included a total of \$225,000 for homebuyers. Of that, \$100,000 was available citywide and \$125,000 was targeted for use in a proposed NRSA area. The majority of the FY00 funds remain available due to the new federal Lead Based Paint regulations which have severely impacted the public's ability to utilize the City's grant funds through its down payment and closing cost assistance programs.

## Jurisdictional Background Data

A. Demographic Data (Unless otherwise noted, all statistics in this section are from the 1990 census.)

### Population Change

Race	1990	2001	% Change
White	53,884	51,417	-4.6
Black	13,989	16,214	+15.9
Asian/Other	415	625	+51
Hispanic	2,130	5,088	+139
<b>Total</b>	<b>70,311</b>	<b>73,344</b>	<b>+5</b>

The population of Longview grew five percent (5%) between 1990 and 2000. The estimated total population according to the Census Bureau in 2000 was 73,344. Assuming this figure is accurate, the growth of the city continues to slow. Statistics indicate that Hispanic student enrollment in Longview ISD increased 5.6% from 1994 to 1999. Overall, Longview's Hispanic population continues to increase at a rate far exceeding that of all other identified groups.

In 1990, census tracts 1,9,10,11,12,13,14,and 15 were identified as having racial/ethnic minority concentration. An area of racial/ethnic concentration is defined as having a higher percentage of minorities than the city as a whole. The percentage of minority population of Longview has grown from 25% to 32%. According to the 1990 census, any area with 25% or more minority concentration is an area of minority concentration. This figure appears now to have increased to 32% in FY00. (See map showing minority/ethnic concentrations.)

### B. Income Data

An area of low-income concentration, or CDBG target area, is defined as having more than 50% of residents below 80% of median income. CDBG target areas increased between 1980 and 1990, and appear to have increased again with the results of the 2000 census. (See map showing CDBG target areas)

The area's economy has been slow to recover from employment loss and the slow-down in the oil industry in the mid-1980's. Since 1998, two industrial employers, Stroh Brewery and USI closed, and a third major employer, Texas Eastman experienced a major decline in employees, due to both attrition and job deletion. Although the unemployment rate of Longview's MSA has followed the declining trend of the state, it remains higher than comparable MSA's in Texas.

Gross sales in Longview's MSA increased twenty-five percent (25%) between 1990 and 2000. However, gross sales in recent months tend to indicate more static sales figures.



## Housing Profile

### **Renters -**

A 1997 market study found 18,314 rental households in Longview, up from the 1990 census figure of 11,407. Estimates are that 39% of renters have some kind of housing problem. Renters currently comprise 25% of households in Longview.

The 1990 census identified 2,360 **extremely low-income renter** households. Seventy-five percent (75%) have housing problems. Seventy two percent (72%) have a cost burden of greater than 30% and 62% have a cost burden of greater than 50%. They have a 56% incidence of overcrowding.

In 1990 there were 1,812 **low-income renter** households. More than 75% have housing problems. Seventy-one percent (71%) have a cost burden of greater than 30% and 18% have a cost burden of greater than 50%. They have a 53% incidence of overcrowding. In both the very low and low-income renter households, Hispanics have a ten percent (10%) higher incidence of housing problems than white or black renter households.

Of the 2,145 **moderate-income renter** households in Longview in 1990, more than one third have housing problems. Twenty-nine percent (29%) have a cost burden of greater than 30%, while only 2% have a cost burden of greater than 50%. Within moderate-income renter households, black renters have a 29% incidence of housing problems and the Hispanic renters have a 46% incidence.

Of the 1,151 **middle-income renter** households, 15% have a cost burden of greater than 30%. Only 1% has a cost burden of greater than 50%.

There are 1,619 **elderly** one/two member renter households in Longview. Forty three per cent (43%) of elderly renter households have a cost burden of greater than 50% and 37% have a cost burden of greater than 30%.

There are three rent-assisted complexes for elderly and disable persons in Longview with a combined total of 230 units. There are five non-assisted rental retirement centers in Longview. They are handicapped accessible, but do not provide special services for disabled persons.

Of the 3,520 non-related or **single** renter households in Longview, 28% or 985 households have been identified as having housing problems. Of the 614 extremely low income households, 70% have housing problems, 67% have a cost burden of

greater than 30%, and 61% have a cost burden of greater than 50%. Of the 351 with low income, 83% have a housing problem, 83% have a cost burden of greater than 30%, and 8% have a cost burden of greater than 50%. Of the 646 with moderate income, 30% have a housing problem, 25% have a cost burden of greater than 30%, and 2% have a cost burden of greater than 50%. Of 413 middle-income, 15% have a housing problem, 14% have a cost burden of greater than 30%, and 2% have a cost burden of greater than 50%.

There are 1,158 **large family renter** households in Longview. Of these 70%, or 810 households have been identified as having housing problems. Of 260 extremely low, 76% have a cost burden of greater than 30%, and 59% have a cost burden of greater than 50%. Of 248 low-income, 65% have a cost burden of greater than 30%, and 0% have a cost burden of greater than 50%. Of 236 moderate-income, 29% have a cost burden of greater than 30%, and 0% have a cost burden of greater than 50%. Of 158 middle-income, 5% have a cost burden of greater than 30%, and 0% have a cost burden of greater than 50%.

Of the 2,746 **large rental units**, twenty-two percent (22%) are renter-occupied. Although these statistics imply that there is an adequate supply of large family rental units, not all large families are renting large units, as shown by the Census breakdown of large families in tracts with little or no large family units. Three census tracts (5.01, 6 and 7) have a high occurrence of large units but not of large family rental households. Two census tracts (10 and 103), have a high occurrence of large family rental households, but do not have a corresponding occurrence of large rental units. According to 1994 data, 54.8% of all large family renter households are overcrowded; of these, very low-income (0-30%) households have a 56.2% incidence, very low-income (31-50%) households have a 62.1% incidence, and other low-income (51-80%) households have a 53.8% incidence.

There are 115 reported cases of **HIV positive** infections in Longview. Estimates are that forty percent (40%) of these households are renters, 30% of which live in a household with another family and are in danger of becoming homeless. Additionally, there are approximately 2,000 households of which a member is **disabled**, an estimated forty percent (40%) of which are renters.

**Owners**

According to 1990 census data, there are 27,224 **owner households** in Longview. Of these 26% have a housing problem. There are a total of 17,933 owner-housing units. Of these, 2,117 are vacant. The number of owner-targeted units (1990 Census) is broken down in the following size and occupancy groupings:

UNIT SIZE	VACANT	OCCUPIED
No Bedroom	13	32

1 Bedroom	428	259
2 Bedrooms	869	3,033
3 Bedrooms	422	10,541
4 Bedrooms	48	1,840
5 Bedrooms	4	11

**% OF MEDIAN INCOME # HOUSE PRICE # HOUSES**

<b>INCOME</b>	<b>CATEGORY</b>	<b>PERSONS</b>	<b>RANGE</b>	<b>FOR SALE</b>
to 30%	<b>EXTREMELY LOW</b>	3,924	\$0 - \$30,000	1
31% - 50%	<b>LOW</b>	2,932	\$30,001-\$50,0	13
51% - 80%	<b>MODERATE</b>	4,298	\$51,000 - \$80,000	21

According to the Board of Realtors 93 homes were for sale in Longview on 5/31/01, 35 of which were affordable to families at/below the median income for Longview MSA, \$41,500.

One hundred thirty-seven (137) are vacant due to dilapidation and deterioration. As of May 1, 2001 there were thirty-four (34) houses that were substandard beyond repair and ordered demolished. Sixty-three (63) houses were substandard in need of rehabilitation and forty houses pending disposition.

**A. Extremely Low Income**

There are 3,615 **extremely low-income owner** households in Longview. Seventy-four percent have housing problems; 69% have a cost burden of greater than 30% and 54% have a cost burden of greater than 50%. The cost burden for extremely low-income owners is the same for whites and blacks but again Hispanics have a ten percent (10%) higher incidence rate of housing problems.

**B. Low Income**

There are 3,141 **low-income owner** households in Longview. Of these 62% have housing problems; 57% have a cost burden of greater than 30% and 15% have a cost burden of greater than 50%. The cost burden for low-income owners is the same for whites and blacks but again Hispanics have a ten percent (10%) higher incidence rate of housing problems.

**C. Moderate Income**

There are 4,118 **moderate-income owner** households in Longview. Approximately one third have housing problems; 29% have a cost burden of greater than 30% and

3% have a cost burden of greater than 50%. The black owners have a 28% incidence of housing problems whereas the Hispanic households have a 59% incidence.

D. Middle Income

Longview has 2,209 **middle-income owner** households. One fourth have housing problems; 17% have a cost burden of greater than 30% and 1% has a cost burden of greater than 50%

E. Elderly

There are 4,807 **elderly** one and two member owner households in Longview. Of these, 817 have been identified as having housing problems; that is seventeen percent (17%) of all elderly owner households. There are 684 extremely low income: 62% have housing problems, 62% have a cost burden of greater than 30%, and 32% have a cost burden of greater than 50%. There are 833 low income: 33% have housing problems, 32% have a cost burden of greater than 30%, and 7% have a cost burden of greater than 50%. There are 790 moderate income: 11% have housing problems, 11% have a cost burden of greater than 50%, and 1% has a cost burden of greater than 50%. There are 311 middle income: 10% have housing problems, 10% have a cost burden of greater than 30%, and 2% have a cost burden greater than 50%.

F. Single Persons

There are 9,075 non-related or **single** owner households in Longview. Of these, 899 have been identified as having housing problems; that is ten percent (10%) of all non-related or single owner households. There are 418 extremely low income: 67% have housing problems, 64% have a cost burden of greater than 30%, and 39% have a cost burden of greater than 50%. There are 443 low income: 42% have housing problems, 38% have a cost burden of greater than 30%, and 12% have a cost burden of greater than 50%. There are 656 moderate income: 31% have housing problems, 29% have a cost burden of greater than 50%, and 5% has a cost burden of greater than 50%. There are 353 middle income: 24% have housing problems, 19% have a cost burden of greater than 30%, and 1% have a cost burden greater than 50%.

G. Large Families

There are 2,722 **large family** owner households in Longview. Of these, 269 have been identified as having housing problems; that is ten percent (10%) of all large family owner households. There are 126 extremely low income: 67% have housing problems, 63% have a cost burden of greater than 30%, and 39% have a cost burden of greater than 50%. There are 133 low income: 42% have housing problems, 38% have a cost burden of greater than 30%, and 12% have a cost burden of greater than 50%. There are 197 moderate income: 31% have housing problems, 29% have a cost burden of greater than 30%, and 6% have a cost burden

of greater than 50%. There are 106 moderate income: 25% have housing problems, 19% have a cost burden of greater than 30%, and 1% have a cost burden of greater than 50%.

H. Homeless Needs

On February 28, 2001, the Gregg Harrison Homeless Consortium completed a Point-In-Time analysis of homeless service needs and resources in order to make recommendations to the City's Action Plan for FY2001-02. The count of **homeless individuals** shows that there were a total of 124 homeless individuals counted as follows: thirty (30) visible in street location (outdoor homeless), nineteen (19) in shelters for persons with special needs, thirty-eight (38) in emergency shelters, twenty-six (26) in transitional housing, and eleven (11) in institutions with no identified residence upon release.

The count of **homeless persons in families with children** shows that there were nineteen (19) homeless in emergency shelters, seven (7) in shelters for victims of domestic violence, thirty-one (31) in transitional housing, and twenty-one (21) in permanent housing with supportive services, for a total of seventy-eight (78).

**Attachment C**

**CERTIFICATIONS**

(submitted in hard copy through mail)

PHA Certifications of compliance with PHA Plans and Related  
Regulations

Certification of Consistency with the consolidated Plan

Certification of Drug Free Workplace (HUD 50070)

Certification of Payments to Influence Federal Transactions  
(HUD 50071)

Disclosure of Lobbying Activities

July 7, 2001

Eileen Rogers, Director  
HUD Office of Public Housing  
801 Cherry St., 26<sup>th</sup> Floor  
P.O. Box 2905  
Fort Worth, Texas 76113-2905

Dear Ms. Rogers:

Enclosed you will find a copy of the PHA Plan and Executive Summary for the City of Longview Section 8 Housing program which will be submitted via the internet along with the following attachments:

- Certification of Consistency with the Consolidated Plan,
- PHA Certifications of Compliance with PHA Plans and Related Regulations,
- Certification of Drug-Free Workplace (Hud 50070),
- Certification of Payments to Influence Federal Transactions (HUD 50071)
- Disclosure of Lobbying Activities
- Analysis of Impediments to Fair Housing

Please feel free to call me at 903-237-1235 if you need additional information. I can also be reached by email at the following: [lstrotheide@ci.longview.tx.us](mailto:lstrotheide@ci.longview.tx.us).

Very truly yours,

Linda Strotheide  
Housing and Community Development Manager

enclosures/8