

# THE COMPREHENSIVE ANNUAL AGENCY PLAN

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Oxnard Housing Authority  
Rev. July 1, 2002



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

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# PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004  
Annual Plan for Fiscal Year 2002

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

**A Plan  
Agency Identification**

**PHA Name:** Oxnard Housing Authority

**PHA Number:** CA 031

**PHA Fiscal Year Beginning:** July 1, 2002

**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)

# **FIVE-YEAR PLAN**

**FIVE-YEAR PLAN UPDATE**  
**Fiscal Years 2000-2004**

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**A. Mission**

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

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

**B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.**

(Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

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

- PHA Goal One:** Expand the supply of assisted housing  
Objectives:

- Apply for additional rental vouchers

As notices of fund availability become available, the OHA will request an appropriate number of additional rental vouchers that is consistent with the housing needs identified in the Consolidated Plan.

For Fiscal Year 2000-2001, the OHA applied for and received 75 Section 8 Rental Vouchers.

- Reduce public housing vacancies

Maintain a low vacancy rate and turnaround time in public housing

The OHA will maintain a vacancy rate of less than 2 percent and a turnaround time of less than 20 calendar days on average. Within Fiscal Year 2000-2001, the OHA maintained the vacancy rate of less than 2 percent and 17 days' turnaround time.

Leverage private or other public funds to create additional housing opportunities  
The OHA will continue to work with the City of Oxnard and private developers in developing affordable rental and owner-occupied units.

Acquire or building units or developments  
The OHA will explore the feasibility of acquiring or building rental units and continue to purchase and rehabilitate single-family homes for resale or leasing to low or moderate income families. The OHA purchased and rehabilitated one single-family home which was sold to a public housing resident.

Other (list below)

**PHA Goal Two:** Improve the quality of assisted housing  
Objectives:

Improve public housing management (PHAS score)  
Achieve and maintain the status of a high performer under Public Housing Assessment System (PHAS) with a score of not less than 90 percent

The OHA continues to maintain better than a 90 percent score for PHAS. For fiscal year 2000-2001, the OHA received PHAS score of 95 and was rated as a high performer.

Improve voucher management (SEMAP score)  
Achieve and maintain the status of a high performer under Section 8 Management Assessment Program (SEMAP) with a score of not less than 90 percent

The OHA continues to maintain better than a 90 percent score for SEMAP. For fiscal year 2000-2001, the OHA received a SEMAP score of 92 and was rated as a high performer.

Increase customer satisfaction

The OHA will continue to hold an annual meeting for all tenants of public housing and solicit feedback from Section 8 participants and public housing residents regarding customer satisfaction.

The OHA score was higher on the customer service satisfaction survey for fiscal year 2000-2001 than the previous year.

Concentrate on efforts to improve specific management functions (list: e.g., public housing finance; voucher unit inspections)  
Maintain a high performance level in key areas of public housing and Section 8

Maintain an appropriate operating reserve level in public housing

(b) Provide 100 percent inspections of public housing and Section 8 units.

(c) Maintain a 98 percent or better lease-up of Section 8 and public housing units

(d) Ensure that tenant accounts receivables are less than five percent annually.

Renovate or modernize public housing units

The OHA has renovated 100 percent of the public housing units at the Pleasant Valley Village project.

The OHA received a 95% score on the PHAS.

Demolish or dispose of obsolete public housing

Provide replacement public housing

Provide replacement vouchers

Other: (list below)

Maintain all public housing units with the highest level of work performance that will meet and/or exceed Housing Quality Standards

**PHA Goal Three:** Increase assisted housing choices

Objectives:

Provide voucher mobility counseling:

Conduct outreach efforts to potential voucher landlords

Increase voucher payment standards

OHA staff held the annual meeting with Section 8 owners and set new payment standards consistent with market rents.

Implement voucher homeownership program

Homeownership program has been incorporated into the Administrative Plan.

Implement public housing or other homeownership programs

The OHA's Modernization 203(k) pilot project will be reevaluated for feasibility of continuation. This program acquires, rehabilitates and sells single-family homes to low-to-moderate income families in Oxnard.

The OHA will assist and make appropriate referrals of at least 10 families each year to move from public housing to homeownership within each fiscal year.

In Fiscal Year 2000-2001, 21 residents purchased homes.

- Implement public housing site-based waiting lists
- Convert public housing to vouchers
- Other: (list below)

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

- PHA Goal One:** Provide an improved living environment  
Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments

Continue to apply rent ranges  
Give preference to working households

- Implement public housing security improvements  
Enhance the appearance of public housing units and grounds by making the Oxnard Housing Authority the housing of choice for the low- or very low-income families.

Continue an aggressive graffiti abatement program.

Continue the lawn beautification program

Maintain and continue to improve the landscape design, litter removal, arbor services, and walkways repair.

- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

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

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

- Increase the number and percentage of employed persons in assisted families  
Provide job development and employment services to the residents of public housing.



- Provide or attract supportive services to improve assistance recipients' employability  
Continue to work with the CalWorks program to assist public assisted families move from welfare to work.
- Provide or attract supportive services to facilitate income independence for the elderly or families with disabilities.
- Other: (list below)

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

- PHA Goal:    Ensure equal opportunity and affirmatively further fair housing  
Objectives:

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability.
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing regardless of race, color, religion, national origin, sex, source of income, familial status, and disability.
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.
- Other: (list below)  
Work with local Fair Housing Institute to promote knowledge of fair housing requirements and prevent or reduce the incidence of homelessness.

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

- Improve housing opportunities for all residents
  - Build housing for farmworkers
  - Expand homeownership opportunities
  - Develop new housing for low-income families
  - Expand rental assistance for low-income families
  - Design, plan and develop new ways of developing housing for low- and moderate-income families
- Improve access to decent shelter and needed services for the homeless
  - Support the development of a year-round emergency shelter
  - Support continuation of the winter warming shelter
  - Support homeless prevention efforts
- Promote the quality of housing for low-income households
  - Expand the rehabilitation of existing housing

- Continue to modernize Oxnard's public housing
- Maintain the City's public housing communities in a condition that exceeds HUD's physical condition standards, including their aesthetics and landscaping
  
- Improve the quality of life of our housing clients
  - Expand needed services for public housing and Section 8 participants
  - Improve job opportunities for public housing and Section 8 participants
  - Improve public safety and security in public housing
  - Continue the "one strike" policy for the benefit of all public housing residents
  
- Enhance staff's quality of work life to better serve our residents
  - Improve our office facilities
  - Provide adequate and functional equipment and tools
  - Strengthen safety and wellness in the workplace
  - Expand our information technology
  - Enhance staff's professional development opportunities
  - Improve the delivery of quality customer service
  - Strengthen the department's management and financial resources

**Annual PHA Plan**  
**PHA Fiscal Year 2000**  
**[24 CFR Part 903.7]**

**I. Annual Plan Type**

Select which type of Annual Plan the PHA will submit.

Standard Plan

**Streamlined Plan:**

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

## **II. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9(r)]

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

The Oxnard Housing Authority has prepared the annual plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and ensuring that HUD requirements are met.

The plan contains the mission of the Oxnard Housing Authority and the goals and objectives for the next five years. The Annual Plan is based on the premise that if we accomplish the goals and objectives, we will be working toward achieving the mission of the Housing Authority.

The plan, statements, budget summary, and policies set forth in the Annual Plan all lead toward the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach toward the goals and objectives and are consistent with the Consolidated Plan. The key areas that are identified in the Annual Plan are as follows:

1. Housing needs that point out a need for farmworker housing
2. Financial resources which show a strong financial position for the OHA
3. Local preferences that consider the housing needs within the community
4. Rent determination policy that provides options for the residents
5. Operations and management policies that address preventative measures
6. Grievance procedures that provide an opportunity to the residents to express concern and obtain a hearing regarding certain management decisions
7. Capital Improvement needs that reflect the tenant's input regarding renovating public housing units
8. Demolition and Disposition Designation of Housing has been addressed by the OHA with no activity in this area within the last 12 months.
9. Conversion of public housing has been studied with a determination that there will be no activity in this area in the next 12 months.
10. Homeownership community service program. The OHA will study a homeownership assistance program to OHA residents. The community service program has been suspended for the next 12 months.
11. Crime, safety and pets issues

**III. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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**Attachments**

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

Required Attachments:

- Admissions Policy for Deconcentration
- FY 2002 Capital Fund Program Annual Statement

- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2002 Capital Fund Program 5 Year Action Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

### 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 and On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
✓	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5-Year and Annual Plans
✓	State/Local Government Certification of Consistency with the Consolidated Plan	5-Year and Annual Plans
✓	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
✓	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
✓	Most recent board-approved operating budget for the public housing program	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
✓	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection and Admissions Policies

Applicable and On Display	Supporting Document	Applicable Plan Component
✓	Public Housing Deconcentration and Income Mixing Documentation: <input checked="" type="checkbox"/> PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and <input checked="" type="checkbox"/> Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection and Admissions Policies
✓	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing	Annual Plan: Rent Determination
	A & O Policy	
✓	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
✓	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in the public housing 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 checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
✓	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in the public housing 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
N/A	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
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition

Applicable and On Display	Supporting Document	Applicable Plan Component
N/A	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
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
✓	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
N/A	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service and Self-Sufficiency
✓	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service and Self-Sufficiency
✓	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service and Self-Sufficiency
✓	The most recent Public Housing Drug Elimination Program (PHDEP) semiannual 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 US Housing Act of 1937 (42 USC 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)



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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Access ibility	Size	Location
Income <= 30% of AMI	11,384	5	5	4	N/A	3	3
Income >30% but <=50% of AMI	12,973	5	5	4	N/A	3	3
Income >50% but <80% of AMI	11,042	3	3	2	N/A	3	2
Elderly	5,995	3	3	2	N/A	1	2
Families with Disabilities	6,820	5	5	2	3	2	3
Race/Ethnicity White	18,647	4	4	2	N/A	2	2
Race/Ethnicity Black	2,270	5	4	2	N/A	3	2
Race/Ethnicity Hispanic	15,384	5	4	2	N/A	3	2
Race/Ethnicity Native American	251	5	4	2	N/A	3	2
Race/Ethnicity Asians/Pacific Islanders	2,587	3	3	2	N/A	3	2

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.)

Adequate current information is not available to complete this form. The 2000 Census data will provide the necessary information to complete this form.

- Consolidated Plan of the Jurisdiction/s Indicate year: 2000-2003
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) data set
- 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.

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input checked="" type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	2,011		230
Extremely low income <=30% AMI	1,653	72.00%	
Very low income (>30% but <=50% AMI)	326	1.44%	
Low income (>50% but <80% AMI)	31	1.35%	
Families with children	1,387	60.00%	
Elderly families	200	8.00%	

### Housing Needs of Families on the Waiting List

Families with Disabilities	447	20.00%	
Race/Ethnicity White	215	10.00%	
Race/Ethnicity Black	166	7.00%	
Race/Ethnicity Hispanic	1,539	68.00%	
Race/Ethnicity American Indian	33	1.44%	
Race/Ethnicity Asian	56	2.43%	
Characteristics by Bedroom Size (Public Housing Only)			
1 BR	26	1.08%	
2 BR	13	0.54%	
3 BR	14	0.60%	
4 BR	0		
5 BR	1		
5+ BR	—		

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

If “yes”:

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

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

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

### C. Strategy for Addressing Needs

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

(1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

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

Select all that apply

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

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

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed-finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)  
Affordable homeownership opportunities for low to moderate income families - HUD's FHA 203(k) Program and other funding sources

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

- Seek designation of public housing for families with disabilities
- Complete the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available

- Affirmatively market to local nonprofit agencies that assist families with disabilities
- Other: (list below)

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

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

Select if applicable

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

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

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

## II. 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>
<input checked="" type="checkbox"/> Federal Grants (FY 2001 grants)		Housing Assistance
<input checked="" type="checkbox"/> Public Housing Operating Fund	\$636,536.00	
<input checked="" type="checkbox"/> Public Housing Capital Fund	\$2,279,217.00	
<input type="checkbox"/> HOPE VI Revitalization	N/A	
<input type="checkbox"/> HOPE VI Demolition	N/A	
<input checked="" type="checkbox"/> Annual Contributions for Section 8 Tenant-Based Assistance	\$10,601,597.66	Vouchers
	\$480,502.00	Voucher Fairshare
	\$187,443.00	Moderate Rehab
	\$11,269,542.66	TOTAL
<input checked="" type="checkbox"/> Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$191,639.00	
<input checked="" type="checkbox"/> Resident Opportunity and Self-Sufficiency Grants	\$72,897.30	
<input type="checkbox"/> Community Development Block Grant	N/A	
<input type="checkbox"/> HOME	N/A	
Other Federal Grants (list below)		
<input checked="" type="checkbox"/> Prior Year Federal Grants (unobligated funds only) (list below) as of July 1, 2000	501—\$1,343,248.00	Mod Activities

**Financial Resources:  
Planned Sources and Uses**

<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<input checked="" type="checkbox"/> PHDEP (1999)	\$75,855.00	
<input checked="" type="checkbox"/> Public Housing Dwelling Rental Income	\$2,889,060.00	Housing Assistance
FSS Coordinator Grant Award	\$54,870.00	
<input checked="" type="checkbox"/> Other income (list below)		
City Grant Funds FIC	\$130,000.00	FIC Program Activities
Rental Revenue	\$71,000.00	
Investment Income LAIF	\$149,000.00	
<input checked="" type="checkbox"/> Non-federal sources (list below)		
 <b>Total resources</b>	 <b>\$19,162,864.96</b>	



### III. 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: Within the top 50 applicants
  - 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? None

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  
 Overhoused  
 Underhoused  
 Medical justification  
 Administrative reasons determined by the PHA (e.g., to permit modernization work)  
 Resident choice: (state circumstances below)  
Desire to live close to work or schools  
 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)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (Select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

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

Other preferences: (select below)

- Working families and those unable to work because of age or disability  
 Veterans and veterans’ families  
 Residents who live and/or work in the jurisdiction  
 Those enrolled currently in educational, training, or upward mobility programs  
 Households that contribute to meeting income goals (broad range of incomes)  
 Households that contribute to meeting income requirements (targeting)

- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
  - Involuntary displacement preference
    1. Disaster (fire, flood, earthquake, etc.)
    2. Federal, state, or local government action related to code enforcement, public improvement or development.
    3. Action by a housing owner which is beyond an applicant's ability to control and which occurs despite the applicant's having met all previous conditions of occupancy, and is other than a rent increase.
    4. Actual or threatened physical violence directed against the applicant or applicant's family by a spouse or other household member who lives in the unit with the family.
    5. To avoid reprisals
    6. Hate crimes
    7. Displacement by nonsuitability of the unit
- 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)

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

Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

The PHA applies preferences within income tiers

Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

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

The PHA-resident lease

The PHA's Admissions and (Continued) Occupancy policy

PHA briefing seminars or written materials

Other source (list)

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

At an annual reexamination and lease renewal

Any time family composition changes

At family request for revision

Other (list)

(6) Deconcentration and Income Mixing

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

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

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

Adoption of site-based waiting lists

If selected, list targeted developments below:

Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

Colonia Village, Pleasant Valley Village, and all 100 turnkey site units

- Employing new admission preferences at targeted developments

If selected, list targeted developments below:

Colonia Village, Pleasant Valley Village, and all 100 turnkey site units

- Other (list policies and developments targeted below)

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

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

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

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

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

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

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

## B. Section 8

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

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

### (1) Eligibility

- a. What is the extent of screening conducted by the PHA? (Select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
  - Criminal and drug-related activity, more extensively than required by law or regulation
  - More general screening than criminal and drug-related activity (list factors below)
  - Other (list below)
- b.  Yes    No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes    No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes    No: Does the PHA access FBI criminal records from the FBI for screening purposes (either directly or through an NCIC-authorized source)?
- e. Indicate what kinds of information you share with prospective landlords? (Select all that apply)
- Criminal or drug-related activity
  - Other (describe below)

### (2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (Select all that apply)
- None
  - Federal public housing
  - Federal moderate rehabilitation
  - Federal project-based certificate program
  - Other federal or local program (list below)

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

PHA main administrative office

Other (list below)

Site management office

300 North Marquita Street, Oxnard, California 93030

(3) Search Time

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

If “yes,” state circumstances below:

Difficulty in locating a unit

Medical reasons

Poor rental market

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance (other than date and time of application)? (If “no,” skip to subcomponent (5), Special Purpose Section 8 Assistance Programs)

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

Former Federal preferences

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

Victims of domestic violence

Substandard housing

Homelessness

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



Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs (special allocation vouchers)
- 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 (special allocation vouchers)
- 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 (code violation)
- Homelessness (special allocation vouchers)
- 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 (special allocation vouchers)
- 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)
    - Contact with public agencies with special purpose clients

#### IV. 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 subcomponent 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 subcomponent (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 redeterminations:

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)
    - Within ten days of experiencing a change in the income or family composition

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

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (Select all that apply.)
  - The section 8 rent reasonableness study of comparable housing
  - Survey of rents listed in local newspaper
  - Survey of similar unassisted units in the neighborhood
  - Other (list/describe below)

## B. Section 8 Tenant-Based Assistance

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

### (1) Payment Standards

Describe the voucher payment standards and policies.

- a. What is the PHA's payment standard? (Select the category that best describes your standard)
- At or above 90% but below 100% of FMR
  - 100% of FMR
  - Above 100% but at or below 110% of FMR
  - Above 110% of FMR (if HUD approved; describe circumstances below)
- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (Select all that apply)
- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
  - The PHA has chosen to serve additional families by lowering the payment standard
  - Reflects market or submarket
  - Other (list below)
- c. If the payment standard is higher than FMR, why has the PHA chosen this level? (Select all that apply)
- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
  - Reflects market or submarket
  - To increase housing options for families
  - Other (list below)
- d. How often are payment standards reevaluated for adequacy? (Select one)
- Annually
  - Other (list below)
- e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (Select all that apply)
- Success rates of assisted families
  - Rent burdens of assisted families
  - Other (list below)

(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)

We will provide an exemption for financial hardship, loss of employment, death in the family, and if the family will be evicted if the minimum rent is applied.

## V. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

### A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

### B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Family Unification		
Homeless		
AIDS		
Shared Housing		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs (list individually)		
ROSS		



### **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)

## VI. PHA Grievance Procedures

[24 CFR Part 903.79 (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.

The Oxnard Housing Authority is a high performing PHA, and not required to attach the Oxnard Housing Authority's Grievance Procedures.

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from subcomponent 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)  
Site management office

## VII. Capital Improvement Needs

[24 CFR Part 903.79 (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 subcomponent 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)

**CAPITAL FUND PROGRAM TABLES START HERE**

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

**PHA Name:**

**OXNARD HOUSING AUTHORITY**

**Grant Type and Number**

Capital Fund Program Grant No: CA 16 P031 501 02

Replacement Housing Factor Grant No:

**Federal FY of Grant:**

**2002**

**Original Annual Statement**  **Reserve for Disasters/ Emergencies**  **Revised Annual Statement (revision no: )**

Performance and Evaluation Report for Period Ending:

Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	\$0			
2	1406 Operations	\$315,389			
3	1408 Management Improvements Soft Costs	\$141,755			
	Management Improvements Hard Costs	\$0			
4	1410 Administration	\$214,246			
5	1411 Audit	\$0			
6	1415 Liquidated Damages	\$0			
7	1430 Fees and Costs	\$271,016			
8	1440 Site Acquisition	\$0			
9	1450 Site Improvement	\$110,000			
10	1460 Dwelling Structures	\$771,661			
11	1465.1 Dwelling Equipment—Nonexpendable	\$0			

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

**PHA Name:**

**OXNARD HOUSING AUTHORITY**

**Grant Type and Number**

Capital Fund Program Grant No: CA 16 P031 501 02

Replacement Housing Factor Grant No:

**Federal FY of Grant:**

**2002**

**Original Annual Statement**  **Reserve for Disasters/ Emergencies**  **Revised Annual Statement (revision no: )**

Performance and Evaluation Report for Period Ending:

Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost	Total Actual Cost
12	1470 Nondwelling Structures	\$0	
13	1475 Nondwelling Equipment	\$87,000	
14	1485 Demolition	\$0	
15	1490 Replacement Reserve	\$0	
16	1492 Moving to Work Demonstration	\$0	
17	1495.1 Relocation Costs	\$60,000	
18	1499 Development Activities	\$0	
19	1502 Contingency	\$171,397	
20	Amount of Annual Grant: (sum of lines 2-19)	\$2,142,464	
21	Amount of line 20 Related to LBP Activities	\$110,000	
22	Amount of line 20 Related to Section 504 Compliance	\$0	
23	Amount of line 20 Related to Security –Soft Costs	\$0	
24	Amount of Line 20 related to Security-- Hard Costs	\$0	
25	Amount of line 20 Related to Energy Conservation Measures	\$115,000	
26	Collateralization Expenses or Debt Service	\$0	

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

**PHA Name:**  
OXNARD HOUSING AUTHORITY

**Grant Type and Number**  
Capital Fund Program Grant No: CA 16 P031 501 02  
Replacement Housing Factor Grant No:

**Federal FY of Grant:**  
**2002**

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work
CAL 31-0 PHA-WIDE	Operations	1406		\$315,389		
	AS Prof Dev Trng	1408		\$8,500		
	HA-BC Homeownership	1408		\$3,000		
	HA-BC Prof Dev Trng	1408		\$10,000		
	HA-BC Rental/Satisfaction Survey	1408		\$5,000		
	HA-FIC Prof Dev Trng	1408		\$3,000		
	MD Computer Software	1408		\$6,000		
	MD PHA GTM	1408		\$2,000		
	MD Prof Dev Trng	1408		\$5,000		
	MD CF Vehicle	1408		\$6,000		
	PS Prof Dev Trng	1408		\$5,000		
	PS Computer Software	1408		\$1,000		
	PS Disaster Preparedness	1408		\$3,000		
	PS Office Equipment	1408		\$2,000		

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

**PHA Name:**  
OXNARD HOUSING AUTHORITY

**Grant Type and Number**  
Capital Fund Program Grant No: CA 16 P031 501 02  
Replacement Housing Factor Grant No:

**Federal FY of Grant:**  
**2002**

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work
CAL 31-0 PHA-Wide (Cont.)	RI Prof Dev Trng	1408		\$3,000		
	RI Staffing	1408		\$79,255		
	MD CF Travel	1410		\$10,000		
	MD CF Staff Salary	1410		\$150,000		
	MD CF Staff Benefits	1410		\$26,793		
	MD CF Staff Telephone	1410		\$12,000		
	MD Sundry	1410		\$15,453		
	Advertising	1430		\$10,000		
	A/E Fees	1430		\$49,828		
	Permit Fees	1430		\$20,000		
	CGP Planning	1430		\$157,748		
	Site Improvements	1450		\$10,000		
	AS-Bob Peripheral Computer Hardware	1475		\$25,000		
	HA-BC Computer Hardware	1475		\$10,000		
	HA-BC Copier	1475		\$6,000		

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

**PHA Name:**  
 OXNARD HOUSING AUTHORITY

**Grant Type and Number**  
 Capital Fund Program Grant No: CA 16 P031 501 02  
 Replacement Housing Factor Grant No:

**Federal FY of Grant:**  
 2002

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work
	MD Computer Hardware	1475		\$22,000		
	MD Office Furniture	1475		\$5,000		
	PS Computer Hardware	1475		\$4,000		
	PS Truck	1475		\$10,000		
	PS Office Furniture	1475		\$5,000		
	MD Contingency	1502		\$171,397		
	<b>PHA-Wide (31-0) Total</b>			<b>\$1,177,363</b>		



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

**PHA Name:**  
 OXNARD HOUSING AUTHORITY

**Grant Type and Number**  
 Capital Fund Program Grant No: CA 16 P031 501 02  
 Replacement Housing Factor Grant No:

**Federal FY of Grant:**  
**2002**

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work
The Courts (31-1)	A/E Fees	1430		\$800		
	LBP Abatement (FA)	1460		\$5,000		
	<b>The Courts (31-1) Total</b>			<b>\$5,800</b>		
Felicia Court (31-2)	A/E Fees	1430		\$800		
	Wall Heaters (FA)	1460		\$38,156		
	<b>Felicia Court (31-2) Total</b>			<b>\$38,956</b>		
Colonia Road (31-3)	A/E Fees	1430		\$20,000		
	Exterior Renovation (FA)	1460		\$301,432		
	Kitchens & Bathrooms (FA)	1460		\$301,432		
	Relocation	1495		\$60,000		
	<b>Colonia Road (31-3) Total</b>			<b>\$682,864</b>		

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

**PHA Name:**

OXNARD HOUSING AUTHORITY

**Grant Type and Number**

Capital Fund Program Grant No: CA 16 P031 501 02

Replacement Housing Factor Grant No:

**Federal FY of Grant:**

**2002**

Development Number	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work
Pleasant Valley (31-4)	A/E Fees	1430		\$800		
	Block Wall (FA)	1450		\$100,000		
	LBP Replacement (FA)	1460		\$5,000		
	<b>Pleasant Valley (31-4) Total</b>			<b>\$105,800</b>		

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

**PHA Name:**  
OXNARD HOUSING AUTHORITY

**Grant Type and Number**  
Capital Fund Program Grant No: CA 16 P031 501 02  
Replacement Housing Factor Grant No:

**Federal FY of Grant:**  
**2002**

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work
Plaza Vista Senior Apartments (31-5)	A/E Fees	1430		\$8,000		
	Elevator Systems	1460		\$90,641		
	<b>Plaza Vista Senior Apartments (31-5) Total</b>			<b>\$98,641</b>		
Scattered Sites (31-7)	A/E Fees	1430		\$2,000		
	Laundry Drains (FA)	1460		\$20,000		
	<b>Scattered Sites (31-7) Total</b>			<b>\$22,000</b>		
Palm Vista Senior Apartments (31-8)	A/E Fees	1430		\$1,040		
	Boiler Controls	1460		\$10,000		
	<b>Palm Vista Senior Apartments (31-8) Total</b>			<b>\$11,040</b>		

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

**PHA Name:**  
 OXNARD HOUSING AUTHORITY

**Grant Type and Number**  
 Capital Fund Program No: CA 16 P031 501 02  
 Replacement Housing Factor No:

**Federal FY of Grant:**  
**2002**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
CAL 31-0 Management Improvements	12/31/03			06/30/05			
CAL 31-1 The Courts	12/31/03			06/30/05			
CAL 31-2 Felicia Court	12/31/03			06/30/05			
CAL 31-3 Colonia Road	12/31/03			06/30/05			
CAL 31-4 Pleasant Valley	12/31/03			06/30/05			
CAL 31-5 Plaza Vista	12/31/03			06/30/05			
CAL 31-7 Scattered Sites	12/31/03			06/30/05			
CAL 31-8 Palm Vista	12/31/03			06/30/05			

**(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 subcomponent 7B)

b. If “yes” to question a, select one:

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

-or-

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

**Optional Table for 5-Year Action Plan for Capital Fund (Component 7)**

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

## Capital Fund Program Five-Year Action Plan

### Part I: Summary

PHA Name <b>Oxnard Housing Authority</b>				<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: <b>2003</b> PHA FY: <b>2004</b>	Work Statement for Year 3 FFY Grant: <b>2004</b> PHA FY: <b>2005</b>	Work Statement for Year 4 FFY Grant: <b>2005</b> PHA FY: <b>2006</b>	Work Statement for Year 5 FFY Grant: <b>2006</b> PHA FY: <b>2007</b>
	Annual Statement				
CAL 31-OHA-Wide		\$978,474	\$978,474	\$978,474	\$978,474
CAL 31-1 The Courts		\$5,800	\$5,800	\$5,800	\$5,800
CAL 31-2 Felicia Court		\$48,800	\$10,800	\$160,800	\$140,800
CAL 31-3 Colonia Road		\$946,909	\$940,909	\$799,909	\$207,000
CAL 31-4 Pleasant Valley		\$5,800	\$10,800	\$10,800	\$10,800
CAL 31-5 Plaza Vista		\$98,641	\$87,000	\$78,000	\$78,000
CAL 31-7 Scattered Sites		\$27,000	\$92,641	\$92,641	\$705,550
CAL 31-8 Palm Vista		\$31,040	\$16,040	\$16,040	\$16,040
Total CFP Funds (Est.)		\$2,142,464	\$2,142,464	\$2,142,464	\$2,142,464
Total Replacement Housing Factor Funds					

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages –Work Activities**

Activities for Year 1 2003	Activities for Year: <u>  2  </u> FFY Grant: <b>2003</b> PHA FY: <b>2004</b>			Activities for Year: <u>  3  </u> FFY Grant: <b>2004</b> PHA FY: <b>2005</b>		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	PHA-Wide	Operating Subsidy	\$133,500	PHA-Wide	Operating Subsidy	\$133,500
	CAL 31-0	AS Prof Dev Trng	\$8,500	CAL 31-0	AS Prof Dev Trng	\$8,500
		HA Homeownership	\$3,000		HA Homeownership	\$3,000
		HA ProfDev Trng	\$10,000		HA Prof Dev Trng	\$10,000
		HA Rental/Satisfaction Survey	\$3,000		HA Rental/Satisfaction Survey	\$3,000
		HA-FIC Prof Dev Trng	\$3,000		HA-FIC Prof Dev Trng	\$3,000
		MD Software	\$5,000		MD Software	\$5,000
		MD PHA GTM	\$2,000		MD PHA GTM	\$2,000
		MD Prof Dev Trng	\$5,000		MD Prof Dev Trng	\$5,000
		MD CF Vehicle	\$6,000		MD CF Vehicle	\$6,000
		PS Prof Dev Trng	\$5,000		PS Prof Dev Trng	\$5,000
		PS Software Upgrades	\$1,000		PS Software Upgrades	\$1,000
		PS Disaster Preparedness	\$2,000		PS Disaster Preparedness	\$2,000
		PS Office Equipment	\$1,000		PS Office Equipment	\$1,000

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages –Work Activities**

Activities for Year 1 2003	Activities for Year: <u>  2  </u> FFY Grant: <b>2003</b> PHA FY: <b>2004</b>			Activities for Year: <u>  3  </u> FFY Grant: <b>2004</b> PHA FY: <b>2005</b>		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
		RI Prof Dev Trng	\$2,000		RI Prof Dev Trng	\$2,000
		RI Staffing	\$79,255		RI Staffing	\$79,255
		CF Travel	\$10,000		CF Travel	\$10,000
		CF Staff Salary	\$150,000		CF Staff Salary	\$150,000
		CF Staff Benefits	\$26,793		CF Staff Benefits	\$26,793
<b>See Annual Statement</b>	PHA-Wide	CF Staff Telephone	\$12,000	PHA-Wide	CF Staff Telephone	\$12,000
	CAL 31-0	CF Sundry	\$15,453	CAL 31-0	CF Sundry	\$15,453
		Advertising	\$10,000		Advertising	\$10,000
		A/E Fees	\$49,828		A/E Fees	\$49,828
		Permit Fees	\$20,000		Permit Fees	\$20,000
		CF Planning	\$157,748		CF Planning	\$157,748
		Site Improvements	\$10,000		Site Improvements	\$10,000
		AS Computer Hardware	\$25,000		AS Computer Hardware	\$25,000
		HA Computer Hardware	\$10,000		HA Computer Hardware	\$10,000
		HA Copier	\$5,000		HA Copier	\$5,000



**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages –Work Activities**

Activities for Year 1 2003	Activities for Year: <u>  2  </u> FFY Grant: <b>2003</b> PHA FY: <b>2004</b>			Activities for Year: <u>  3  </u> FFY Grant: <b>2004</b> PHA FY: <b>2005</b>		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
		MD Computer Hardware	\$22,000		MD Computer Hardware	\$22,000
		PS Computer Hardware	\$4,000		PS Computer Hardware	\$4,000
		PS Truck	\$10,000		PS Truck	\$10,000
		Contingency	\$171,397		Contingency	\$171,397
	Subtotal		\$978,474	Subtotal		\$978,474

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages –Work Activities**

Activities for Year 1 <b>2003</b>	Activities for Year: <u>  2  </u> FFY Grant: <b>2003</b> PHA FY: <b>2004</b>			Activities for Year: <u>  3  </u> FFY Grant: <b>2004</b> PHA FY: <b>2005</b>		
	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
<b>See Annual Statement</b>	The Courts	A/E Fees	\$800	The Courts	A/E Fees	\$800
	CAL 31-1	LBP Abatement (FA)	\$5,000	CAL 31-1	LBP Abatement (FA)	\$5,000
	Subtotal		\$5,800	Subtotal		\$5,800
	Felicia Court	A/E Fees	\$800	Felicia Court	A/E Fees	\$800
	CAL 31-2	Wall Heaters (FA)	\$48,000	CAL 31-2	Wall Heaters (FA)	\$10,000
	Subtotal		\$48,800	Subtotal		\$10,800
	Colonia Road	A/E Fees	\$20,000	Colonia Road	A/E Fees	\$20,000
	CAL 31-3	Exterior Renovation (FA)	\$433,454	CAL 31-3	Exterior Renovation (FA)	\$430,454
		Kitchens and Bathrooms (FA)	\$433,455		Kitchens and Bathrooms (FA)	\$430,455
		Relocation	\$60,000		Relocation	\$60,000
	Subtotal		\$946,909	Subtotal		\$940,909

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages –Work Activities**

Activities for Year 1 <b>2003</b>	Activities for Year: <u>  2  </u> FFY Grant: <b>2003</b> PHA FY: <b>2004</b>			Activities for Year: <u>  3  </u> FFY Grant: <b>2004</b> PHA FY: <b>2005</b>		
	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
	Pleasant Valley	A/E Fees	\$800	Pleasant Valley	A/E Fees	\$800
	CAL 31-4	LBP Abatement (FA)	\$5,000	CAL 31-4	Water Heaters (FA)	\$10,000
	Subtotal		\$5,800	Subtotal		\$10,800
<b>See</b>	Plaza Vista	A/E Fees	\$8,000	Plaza Vista	A/E Fees	\$8,000
	<b>Annual Statement</b>	CAL 31-5	Elevator Systems	\$90,641	CAL 31-5	Room Radiators (FA)
					Trash Chute Enclosures (FA)	\$9,000
Subtotal			\$98,641	Subtotal		\$87,000
	Scattered Sites	A/E Fees	\$2,000	Scattered Sites	A/E Fees	\$2,000
	CAL 31-7	Laundry Drains (FA)	\$25,000	CAL 31-7	Sliding Glass Doors/Windows (FA)	\$90,641
	Subtotal		\$27,000	Subtotal		\$92,641

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages –Work Activities**

Activities for Year 1 2003	Activities for Year: <u>2</u> FFY Grant: <b>2003</b> PHA FY: <b>2004</b>			Activities for Year: <u>3</u> FFY Grant: <b>2004</b> PHA FY: <b>2005</b>		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	Palm Vista	A/E Fees	\$1,040	Palm Vista	A/E Fees	\$1,040
	CAL 31-8	Closet Doors (FA)	\$30,000	CAL 31-8	Hallway Windows (FA)	\$15,000
	Subtotal		\$31,040	Subtotal		\$16,040
		<b>Total CFP Estimated Cost</b>	<b>\$2,142,464</b>		<b>Total CFP Estimated Cost</b>	<b>\$2,142,464</b>

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages –Work Activities**

Activities for Year 1 2003	Activities for Year: <u>4</u> FFY Grant: 2004 PHA FY: 2005			Activities for Year: <u>5</u> FFY Grant: 2005 PHA FY: 2006		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<b>See</b>	PHA-Wide	Operating Subsidy	\$133,500	PHA-Wide	Operating Subsidy	\$133,500
<b>Annual</b>	CAL 31-0	AS Prof Dev Trng	\$8,500	CAL 31-0	AS Prof Dev Trng	\$8,500
<b>Statement</b>		HA Homeownership	\$3,000		HA Homeownership	\$3,000
		HA Prof Dev Trng	\$10,000		HA Prof Dev Trng	\$10,000
		HA Rental/Satisfaction Survey	\$3,000		HA Rental/Satisfaction Survey	\$3,000
		HA-FIC Prof Dev Trng	\$3,000		HA-FIC Prof Dev Trng	\$3,000
		MD Software Upgrades	\$5,000		MD Software Upgrades	\$5,000
		MD PHA GTM	\$2,000		MD PHA GTM	\$2,000
		MD Prof Dev Trng	\$5,000		MD Prof Dev Trng	\$5,000
		MD CF Vehicle	\$6,000		MD CF Vehicle	\$6,000
		PS Prof Dev Trng	\$5,000		PS Prof Dev Trng	\$5,000
		PS Software Upgrades	\$1,000		PS Software Upgrades	\$1,000
		PS Disaster Preparedness	\$2,000		PS Disaster Preparedness	\$2,000
		PS Office Equipment	\$1,000		PS Office Equipment	\$1,000
		RI Prof Dev Trng	\$2,000		RI Prof Dev Trng	\$2,000

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages –Work Activities**

Activities for Year 1 <b>2003</b>	Activities for Year: <u>  4  </u> FFY Grant: <b>2004</b> PHA FY: <b>2005</b>			Activities for Year: <u>  5  </u> FFY Grant: <b>2005</b> PHA FY: 2006			
	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	
<b>See Annual Statement</b>		RI Staffing	\$79,255		RI Staffing	\$79,255	
		CF Travel	\$10,000		CF Travel	\$10,000	
		CF Staff Salary	\$150,000		CF Staff Salary	\$150,000	
		CF Staff Benefits	\$26,793		CF Staff Benefits	\$26,793	
		PHA-Wide	CF Staff Telephone	\$12,000	PHA-Wide	CF Staff Telephone	\$12,000
		CAL 31-0	CF Sundry	\$15,453	CAL 31-0	CF Sundry	\$15,453
			Advertising	\$10,000		Advertising	\$10,000
			A/E Fees	\$49,828		A/E Fees	\$49,828
			Permit Fees	\$20,000		Permit Fees	\$20,000
			CF Planning	\$157,748		CF Planning	\$157,748
			Site Improvements	\$10,000		Site Improvements	\$10,000
			AS Computer Hardware	\$25,000		AS Computer Hardware	\$25,000
			HA Computer Hardware	\$10,000		HA Computer Hardware	\$10,000
			HA Copier	\$5,000		HA Copier	\$5,000
		MD Computer Hardware	\$22,000		MD Computer Hardware	\$22,000	

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages –Work Activities**

Activities for Year 1 2003	Activities for Year: <u>4</u> FFY Grant: 2004 PHA FY: 2005			Activities for Year: <u>5</u> FFY Grant: 2005 PHA FY: 2006		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
		PS Computer Hardware	\$4,000		PS Computer Hardware	\$4,000
		PS Truck	\$10,000		PS Truck	\$10,000
		Contingency	\$171,397		Contingency	\$171,397
	<b>Subtotal</b>		<b>\$978,474</b>	<b>Subtotal</b>		<b>\$978,474</b>

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages –Work Activities**

Activities for Year 1 2003	Activities for Year: <u>4</u> FFY Grant: 2004 PHA FY: 2005			Activities for Year: <u>5</u> FFY Grant: 2005 PHA FY: 2006		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<b>See</b>	The Courts	A/E Fees	\$800	The Courts	A/E Fees	\$800
<b>Annual</b>	CAL 31-1	LBP Abatement (FA)	\$5,000	CAL 31-1	LBP Abatement (FA)	\$5,000
<b>Statement</b>	Subtotal		\$5,800	Subtotal		\$5,800
	Felicia Court	A/E Fees	\$800	Felicia Court	A/E Fees	\$800
	CAL 31-2	Kitchen Cabinets (Upper) (FA)	\$160,000	CAL 31-2	Kitchen Cabinets (Upper) (FA)	\$140,000
	Subtotal		\$160,800	Subtotal		\$140,800
	Colonia Road	A/E Fees	\$2,000	Colonia Road	A/E Fees	\$2,000
	CAL 31-3	Exterior Renovation (FA)	\$368,954	CAL 31-3	Water Heaters (FA)	\$30,000
		Relocation	\$60,000			
		Kitchens and Bathrooms (FA)	\$368,955		Site Improvements (FA)	\$175,000
	Subtotal		\$799,909	Subtotal		\$207,000



**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages –Work Activities**

Activities for Year 1 <b>2003</b>	Activities for Year: <u>4</u> FFY Grant: <b>2004</b> PHA FY: <b>2005</b>			Activities for Year: <u>5</u> FFY Grant: <b>2005</b> PHA FY: 2006		
	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
	Pleasant Valley	A/E Fees	\$800	Pleasant Valley	A/E Fees	\$800
	CAL 31-4	Water Heaters (FA)	\$10,000	CAL 31-4	Water Heaters (FA)	\$10,000
	Subtotal		\$10,800	Subtotal		\$10,800
<b>See</b>	Plaza Vista	A/E Fees	\$8,000	Plaza Vista	A/E Fees	\$8,000
<b>Annual</b>	CAL 31-5	Room Radiators (FA)	\$70,000	CAL 31-5	Room Radiators (FA)	\$70,000
<b>Statement</b>	Subtotal		\$78,000	Subtotal		\$78,000
	Scattered Sites	A/E Fees	\$2,000	Scattered Sites	A/E Fees	\$2,000
	CAL 31-7	Sliding Glass Doors/Windows (FA)	\$90,641	CAL 31-7	Sliding Glass Doors/Windows (FA)	\$20,000
					Kitchens & Bathrooms (FA)	\$473,550
					Laundry Drains (FA)	\$150,000
					Relocation	\$60,000
	Subtotal		\$92,641	Subtotal		\$705,550

**Capital Fund Program Five-Year Action Plan**

**Part II: Supporting Pages –Work Activities**

Activities for Year 1 2003	Activities for Year: <u>4</u> FFY Grant: 2004 PHA FY: 2005			Activities for Year: <u>5</u> FFY Grant: 2005 PHA FY: 2006		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
	Palm Vista	A/E Fees	\$1,040	Palm Vista	A/E Fees	\$1,040
	CAL 31-8	Hallway Windows (FA)	\$15,000	CAL 31-8	Hallway Windows (FA)	\$15,000
	Subtotal		\$16,040	Subtotal		\$16,040
		<b>Total CFP Estimated Cost</b>	<b>\$2,142,464</b>		<b>Total CFP Estimated Cost</b>	<b>\$2,142,464</b>

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management

<b>Development Identification</b>		<b>Activity Description</b>						
<b>Name, Number, and Location</b>	<b>Number and Type of units</b>	<b>Capital Fund Program Parts II and III <i>Component 7a</i></b>	<b>Development Activities <i>Component 7b</i></b>	<b>Demolition/disposition <i>Component 8</i></b>	<b>Designated housing <i>Component 9</i></b>	<b>Conversion <i>Component 10</i></b>	<b>Home-ownership <i>Component 11a</i></b>	<b>Other (describe) <i>Component 17</i></b>
		(See Attachment _____)	N/A	N/A	N/A	N/A	N/A	N/A

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

Applicability of subcomponent 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)

2. Development name:

3. Development (project) number:

4. 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:

**VIII. 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. 1437(p)) 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:	N/A
2. Activity type: Demolition <input type="checkbox"/>	
Disposition <input type="checkbox"/>	N/A
3. Application status (select one)	
Approved <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	N/A
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)	N/A
<input type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	
7. Timeline for activity:	
a. Actual or projected start date of activity:	N/A
b. Projected end date of activity:	

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

**Designation of Public Housing Activity Description**

1a. Development name:

1b. Development (project) number:

2. Designation type:

Occupancy by only the elderly

Occupancy by families with disabilities

Occupancy by only elderly families and families with disabilities

3. Application status (select one)

Approved; included in the PHA’s Designation Plan

Submitted, pending approval

Planned application

4. Date this designation approved, submitted, or planned for submission:  
(DD/MM/YY)

5. If approved, will this designation constitute a (select one)

New Designation Plan

Revision of a previously-approved Designation Plan?

6. Number of units affected: \_\_\_\_\_

7. Coverage of action (select one)

Part of the development

Total development

## X. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

#### 2. Activity Description

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

#### Conversion of Public Housing Activity Description

1a. Development name: Colonia Village

1b. Development (project) number: CA031-1, CA031-2, CA031-3

2. What is the status of the required assessment?

- Assessment underway  
 Assessment results submitted to HUD  
 Assessment results approved by HUD (if marked, proceed to next question)  
 Other (explain below)

3.  Yes  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

### **Conversion of Public Housing Activity Description**

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**



## XI. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

### A. Public Housing

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

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

#### 2. Activity Description

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

#### **Public Housing Homeownership Activity Description** (Complete one for each development affected)

1a. Development name:

1b. Development (project) number:

2. Federal Program authority:

- HOPE I
- 5(h)
- Turnkey III
- Section 32 of the USHA of 1937 (effective 10/1/99)

3. Application status: (select one)

- Approved; included in the PHA’s Homeownership Plan/Program
- Submitted, pending approval
- 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)

- Part of the development
- 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:

b. 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

c. 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:

- (1) Section 8 participant
- (2) Section 8 waiting list
- (3) Income of no less than \$30,000

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

[24 CFR Part 903.7 9 (1)]

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

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

#### 1. Cooperative agreements:

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

If “yes,” what was the date that a agreement was signed?

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

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

### **B. Services and Programs Offered to Residents and Participants**

#### (1) General

##### a. Self-Sufficiency Policies

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

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

##### b. Economic and Social Self-sufficiency Programs

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

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

(2) Family Self-Sufficiency Program/s

a. Participation Description

<b>Family Self-Sufficiency (FSS) Participation</b>		
<b>Program</b>	<b>Required Number of Participants (start of FY 2000 Estimate)</b>	<b>Actual Number of Participants (As of: DD/MM/YY)</b>
Public Housing		
Section 8		

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

If “no,” list steps the PHA will take below:

### **C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
  - Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
  - Informing residents of new policy on admission and reexamination
  - Actively notifying residents of new policy at times in addition to admission and reexamination.
  - Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
  - Establishing a protocol for exchange of information with all appropriate TANF agencies
  - Other: (list below)

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

### **XIII. 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 subcomponent 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)
  - Colonia Village
  - Pleasant Valley Village

#### **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)

Additional PHDEP and Economic Development activities

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

- Colonia Village
- Pleasant Valley Village

**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)

- Colonia Village
- Pleasant Valley Village

**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 2002 in this PHA Plan?
- Yes       No: This PHDEP Plan is an Attachment. (Attachment Filename: PHDEP1)

# Public Housing Drug Elimination Program Plan

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

## Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

## Section 1: General Information/History

A. Amount of PHDEP Grant \$ 178,794\*

B. Eligibility type (Indicate with an "x") N1 \_\_\_\_\_ N2 \_\_\_\_\_ R X

C. FFY in which funding is requested \_\_\_\_\_

### D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

The Housing Authority of the City of Oxnard will provide drug elimination activities to youth and families at Colonia Village, Pleasant Valley Village, and six smaller public housing developments, through a comprehensive strategy comprised of management practices, community and local government efforts, and PHDEP-funded programs in drug prevention. A teen parent college-entry program, substance abuse education, two tutorial centers, computer training, on-site drug counseling, parent training, and sports and recreational activities, are major aspects of the strategy. On-site college classes, and video and local television shows produced by youth from public housing are other highlights of the program. Activities are closely coordinated with the local Police Department's *Weed and Seed Program*, and PHDEP staff operates a *Safe Haven* component under that program. Additional policy services, drug intervention and treatment, and additional youth development services are funded through local, state, and other federal resources.

### E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Colonia Village (CAL 031-1-2-3)	430	1,648
Pleasant Valley Village (CAL 031-4)	100	321
Scattered Sites (CAL 031-4)	100	484

### F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an "x" to indicate the length of program by # of months. For "Other," identify the # of months).

6 Months \_\_\_\_\_ 12 Months X 18 Months \_\_\_\_\_ 24 Months \_\_\_\_\_ Other \_\_\_\_\_



## G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	\$250,000.00	CA16DEP0310195	0	0	12/96
FY 1996	\$250,000	CA16DEP0310196	0	0	12/97
FY 1997	\$234,000	CA16DEP0310197	0	0	12/98
FY 1998	\$234,000	CA16DEP0310198	0	0	12/99
FY 1999	\$171,554	CA16DEP0310199	0	0	12/2000

## Section 2: PHDEP Plan Goals and Budget

### A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

The goal of the program is to reduce illegal drug use in public housing. Objectives formulated to meet this goal are based on a “two-prong” approach: strong lease and law enforcement, ongoing physical improvements and a 24-hour graffiti abatement practice, and educational, cultural, recreational and sports activities, with a focus on assumption of responsibility by youth for their career and life choices. Partners, both resident organizations and other agencies, bring additional resources to residents for drug prevention and drug treatment activities, particularly the Police *Weed and Seed Program*, which sponsors a Safe Haven Site at the PHDEP, including an on-site drug counselor. The program is monitored through management oversight and process and outcome evaluation are carried out based on HUD reporting requirements. An access database is utilized to track participation, and grades, surveys, and other measures are employed to track outcomes. (A detailed strategy and plan is included as part of the Agency Plan.)

### B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY 2000 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	\$174,757.00
9170 - Drug Intervention	0
9180 - Drug Treatment	0
9190 - Other Program Costs	\$4,037.00
<b>TOTAL PHDEP FUNDING</b>	<b>\$178,794.00</b>

\* Program ends September 30, 2002.

## PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 - Reimbursement of Law Enforcement					Total PHDEP Funding: \$ 0.00		
Goal(s) Objectives	To reduce crime in public housing. To obtain coordinated police services above the baseline norm.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/ Source)	Performance Indicators
1. Add. Police Services			12/01	12/02	\$0	\$60,000	Crime Data
2.							
3.							

9120 - Security Personnel					Total PHDEP Funding: \$ 0.00		
Goal(s) Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/ /Source)	Performance Indicators
1.							
2.							
3.							

9130 - Employment of Investigators					Total PHDEP Funding: \$ 0.00		
Goal(s) Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/ /Source)	Performance Indicators
1.							
2.							
3.							

9140 - Voluntary Tenant Patrol					Total PHDEP Funding: \$		
Goal(s) Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 - Physical Improvements					Total PHDEP Funding: \$		
Goal(s) Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$174,575		
Goal(s) Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
To reduce drug use by public housing residents. Implement positive youth development activities.							
1. Tutorial Program	110	Youth	1/02	12/02	\$67,111	\$10,000 <sup>1</sup>	Grades
2. Teen Parent Program	30	Youth/Adults	12/01	12/02	\$18,422	\$36,927 <sup>2</sup>	Grades/Other
3. Other Activities	600	Youth/Adults	12/01	12/02	\$89,224	\$78,531 <sup>3</sup>	Grades/Other

9170 - Drug Intervention					Total PHDEP Funding: \$		
Goal(s) Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9180 - Drug Treatment					Total PHDEP Funding: \$0.00		
Goal(s) Objectives	To reduce illegal drug use in public housing. Provide on-site drug counseling and referral services.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Counseling	25	Youth/Adults	12/01	12/02	\$0	\$8,000	No. treated
2. Referrals	15	Youth/Adults	12/01	12/02	\$0	\$2,000	#/& time drug-free
3.							

9190 - Other Program Costs					Total PHDEP Funding: \$4,037		
Goal(s) Objectives	Administrative Services Salary processing and budget information for HUD reports.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Admin. Services			12/01	12/02	\$4,037	\$0	Single Audit
2.							
3.							

<sup>1</sup> 1/3 of Facilities In-Kind; Source: Housing Authority/City

<sup>2</sup> Source: Comprehensive Grant Program, \$20,000; Oxnard College, \$16,926 in-kind (additional counseling services)

<sup>3</sup> Source: Subrecipients, \$18,299; 2/3 Facilities from OHA/City, \$20,232; Safe Haven Program from Police Department, \$30,000; Kid's Café' in snacks from FOODShare, \$10,000

**Section 3: Expenditure/Obligation Milestones**

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

<b>Budget Line Item #</b> <i>e.g Budget Line Item # 9120</i>	<b>25% Expenditure of Total Grant Funds By Activity #</b> <i>Activities 1, 3</i>	<b>Total PHDEP Funding Expended (sum of the activities)</b>	<b>50% Obligation of Total Grant Funds by Activity #</b> <i>Activity 2</i>	<b>Total PHDEP Funding Obligated (sum of the activities)</b>
9110				
9120				
9130				
9140				
9150				
9160	60%	\$93,802	60%	\$11,053
9170				
9180				
9190	60%	\$2,422		
<b>TOTAL</b>	60%	\$96,224		\$11,053

**Section 4: Certifications**

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

## **XIV. Pet Policy**

[24 CFR 5.300 et. seq.]

[24 CFR 960.701. seq.]

[24 CFR Part 903.7 9 (n)]

### **A. Introduction**

All Public Housing Residents are permitted to maintain common household pets in accordance with the conditions and limitations of this policy, except that due to the nature and design of the complexes, dogs and cats will not be permitted at the Plaza Vista and Palm Vista Senior Apartments. Residents may maintain on the premises only common household pets weighing 25 pounds or less. For purposes of this policy, the term “maintain” includes harboring or boarding any pet. The purpose of this policy is to establish the OHA’s policy and procedures for ownership of pets and to ensure that no applicant or resident is discriminated against regarding admission or continued occupancy because of ownership of pets. The policy also establishes reasonable rules governing the keeping of common household pets.

Common household pets are those defined in 24 CFR 5.306, as domesticated animals, such as dogs, cats, birds, certain rodents, fish, or turtles (but not snakes or other reptiles), commonly kept in a home for pleasure, not commercial purposes, and which are considered pets under local or State legislation, if any such legislation exists. Primates are not common household pets, nor are animals commonly thought of as wild animals, even if they are tame, such as leopards, cheetahs, and coyotes. Animals commonly thought of as farm or barnyard animals, such as chickens, ducks, geese, goats, sheep, and pigs are not common household pets. Pot bellied pigs are not common household pets.

The Housing Authority has determined that dogs of the following breeds have significantly greater tendencies toward vicious behavior and significantly greater ability to inflict harm than other breeds, and therefore will not permit these dog breeds to be maintained as pets: any dog breed now or in the future considered to be not eligible for adoption or placement by the County of Ventura Department of Animal Regulation, Policy 9-1 (or any successor to such Policy 9-1), without special written permission of the Department director, Kennel Supervisor or Staff Veterinarian, as set forth in such Policy 9-1. These breeds presently include Doberman Pinscher, Pitbull, Bull Terrier, American Staffordshire Terrier, Rottweiler, Akita, Bouvier, Boxer, Bull Mastiff, Chow, Mastiff, or dogs containing the blood of any of these breeds. Housing Authority staff shall have the discretion to determine whether a particular dog is of a prohibited breed. Residents may provide the certificate of a veterinarian to assist staff, but such certificate shall not be conclusive.

Resident pet owners must comply with all provisions of local and State laws and the OHA regulations concerning pet control including, but not limited to, any sanitation law, leash law, barking law, licensing law, and inoculation law.

Resident Pet Owners must agree to indemnify, defend and hold harmless the Oxnard Housing Authority, the City of Oxnard and all of their respective officers, commissioners, councilmembers, agents, employees and agents from and against all claims, actions, suits, judgments and demands brought by any other party on account of, or in connection with, any activity or damage caused by any of Resident’s pets. This indemnity applies even if the acts are acts for which the Housing Authority may be strictly liable.

Because the units are high-rise units with doors opening only to carpeted interior hallways, Residents of the Plaza Vista and Palm Vista Senior Apartments will not be permitted to have dogs or cats in their units.

## **B. Animals That Assist Persons With Disabilities**

Nothing in this policy or the dwelling lease limits or impairs the right of persons with disabilities to own animals that are used to assist them. Pet rules will not be applied to animals who are used to assist persons with disabilities. The OHA will require a resident animal to qualify for this exclusion. The OHA must grant this exclusion if the following factors are met:

1. The resident or prospective resident certifies in writing that the resident or a member of his or her family is a person with a disability;
2. The animal has been trained to assist persons with that specific disability; and
3. The animal actually assists the person with a disability.

## **C. Management Approval of Pets**

All pets must be approved in advance by OHA management.

The resident pet owner must enter into a Pet Agreement or Pet Addendum to the Public Housing Lease with the OHA. The resident pet owner must acknowledge complete responsibility for the care and cleaning of the pet.

### **1. Registration of Pets**

Pets must be registered with the OHA before they are brought onto the premises.

Registration must be renewed annually and will be coordinated with the resident pet owner's annual recertification date. Proof of license or registration in accordance with local law or regulations (or proof that licensing or registration is not required) must be provided at initial registration, and at the time of each annual registration.

At the time of each initial and annual registration, resident pet owners must provide the OHA with a color photograph of the pet, and provide information sufficient to identify the pet and demonstrate that the pet is a common household pet;

At the time of each initial and annual registration, resident pet owners must provide the OHA with a certificate from a licensed veterinarian or an appropriate State or local authority that the pet has received all inoculations required by law, that the pet does not weigh more than 25 pounds, that the pet has no communicable disease(s), and that the pet is pest-free. The certificate must be provided at least 90 days prior to the resident pet owner's annual reexamination.

The resident pet owner must provide the OHA with any requested documents to verify the current weight of a pet at any time the OHA has reason to believe a pet may exceed the weight limitations.

At the time of each initial and annual registration, the resident pet owner must provide the name, address and telephone number of two persons who will care for the pet if for any reason the resident pet owner is unable to do so.

Dogs and cats must be spayed or neutered, and the resident pet owner must show proof of spaying or neutering, prior to bringing these pets to Housing Authority premises.

Approval for the keeping of a pet shall not be extended pending the completion of these requirements.

Registration or acceptance by the OHA of one pet does not automatically entitle a resident pet owner to register or maintain another pet if the first dies or is no longer maintained at the premises. Each pet must be separately registered.

## 2. Refusal to Register Pets

The OHA will not refuse to register a pet based solely on a determination that the pet owner is financially unable to care for the pet. If the OHA refuses to register a pet, a written notification will be sent to the pet owner stating the reason for denial and shall be served in accordance with HUD Notice requirements.

The OHA will refuse to register a pet if:

- a. The pet is not a *common household pet* as defined in this policy.
- b. Keeping the pet would violate any House Pet Rules.
- c. The pet owner fails to provide complete pet registration information, or fails to update the registration annually.
- d. The OHA reasonably determines that the pet owner is unable to keep the pet in compliance with the pet rules and other lease obligations. The pet's temperament and behavior may be considered as a factor in determining the pet owner's ability to comply with provisions of the lease.

The notice of refusal may be combined with a notice of a pet violation.

A resident who cares for another resident's pet must notify the OHA and agree to abide by all of the pet rules in writing.

## D. Standards for Pets

The OHA has determined that based upon and due to size limitations of Residents' units, as well as the size of the public housing complexes in which units are located, the OHA must impose limitations on the number and types of pets which may be maintained.

Only one of any of the following may be maintained in any unit: dog, cat, or other animal not confined in an aquarium or terrarium or which is otherwise allowed to roam freely within the confines of the unit.

Residents may maintain not more than three mammals which are confined to cages, such as hamsters, chinchillas, guinea pigs, mice, or other rodents.



The number of turtles shall be limited to two. The number of birds shall be limited to two. The number of fish shall be limited based on the size of the aquarium.

The number and type of pets must be approved by the Housing Authority staff prior to the time the pets are brought to the unit. If an approved pet gives birth to a litter, the resident must remove all pets from the premises except one.

Residents are not permitted to have more than one *type* of pet. In other words, a resident which maintains a dog may not also maintain a cat. A resident which maintains a bird, may not also maintain a dog or a cat.

No types of pets other than the following types may be kept by a resident. The maximum weight of any pet may not exceed 25 pounds.

#### 1. Types of Pets Allowed

##### a. Dogs

- (1) Maximum number: One
- (2) Must be housebroken.
- (3) Must be spayed or neutered, and residents must show proof of spaying or neutering, prior to bringing these pets to Housing Authority premises.
- (4) Must have all required inoculations.
- (5) Must be licensed as specified now or in the future by State law and local ordinance.

##### b. Cats

- (1) Maximum number: One
- (2) Must be declawed.
- (3) Must be spayed or neutered, and residents must show proof of spaying or neutering prior to bringing these pets to Housing Authority premises.
- (4) Must have all required inoculations.
- (5) Must be trained to use a litter box or other waste receptacle.
- (6) Must be licensed as specified now or in the future by State law or local ordinance.

##### c. Birds

- (1) Maximum number: Two
- (2) Must be enclosed in a cage at all times.

##### d. Fish

- (1) Maximum aquarium size: 40 gallons, provided that a deposit of \$50 will be required for any tank over 20 gallons.
- (2) Must be maintained on an approved stand.

e. Rodents (guinea pig, hamster, or gerbil ONLY)

(1) Maximum number: Three

(2) Must be enclosed in an acceptable cage at all times.

(3) Must have any or all inoculations as specified now or in the future by State law or local ordinance.

f. Turtles

(1) Maximum number: Two

(2) Must be enclosed in an acceptable cage or container at all times.

#### **E. Pets Temporarily on the Premises**

Pets which are not owned by a resident will not be allowed.

Residents are prohibited from feeding or harboring stray animals.

This rule excludes visiting pet programs sponsored by a humane society or other nonprofit organization and approved by the OHA.

State or local laws governing pets temporarily in dwelling accommodations shall prevail.

#### **F. Designation of Pet/No-pet Areas**

The following areas are designated no-pet areas:

1. Lobby areas
2. Parking lots
3. Offices/office buildings
4. Community rooms

#### **G. Additional Fees and Deposits for Pets**

1. The OHA requires a pet deposit.
2. Residents with animals must pay a pet deposit.
3. The resident/pet owner shall be required to pay a refundable deposit for the purpose of defraying all reasonable costs directly attributable to the presence of a dog or cat.

4. A pet deposit of \$150.00 per dog or cat, \$50 security deposit for fish containers in excess of 20 gallons, which deposit the OHA shall use or return in the same manner as the security deposit described in paragraph 6 of the Lease.
5. The OHA may, but is not required to, allow resident to pay such deposit in monthly payments in an amount no less than \$50.00 until the specified deposit has been paid, if OHA staff determines that Resident is not able to pay the entire deposit in advance and that the pet is not likely to significantly damage the unit during the three-month period required for payment of the deposit.
6. The OHA reserves the right to change or increase the required deposit by amendment to this policy or appropriate pet rules.
7. If the resident pet owner ceases to maintain any pets, the resident may in writing request an inspection of the premises. The OHA shall have no obligation to refund or credit the security deposit against rental obligations until resident vacates the unit. Any pet-related damages to the unit will be subtracted from the pet deposit.
8. The OHA will return the Pet Deposit, when and if return is provided for under this policy or the Lease Addendum pertaining to pets, to the former resident or to the person designated by the former resident in the event of the former resident's incapacitation or death.
9. The OHA will provide the resident pet owner or designee identified above with a written list of any charges against the pet deposit. If the resident disagrees with the amount charged to the pet deposit, the OHA will provide a meeting to discuss the charges.
10. All expenses incurred by the OHA as a result of damages directly attributable to the presence of the pet in the project will be the responsibility of the resident pet owner, including:
  - a. The cost of repairs and replacements to the resident's dwelling unit.
  - b. Fumigation of the dwelling unit.
  - c. Damage to common areas of the project.
  - d. Pet waste removal charges as provided below.

If the resident is in occupancy when such costs are incurred, the resident shall be billed for such costs as a current charge.

If such expenses occur as the result of a move-out inspection, they will be deducted from the pet deposit. The resident will be billed for any amount which exceeds the pet deposit.

The expense of flea deinfestation shall be the responsibility of the resident.

11. Pet Deposits are not a part of rent payable by the resident.
12. Resident pet owners also must pay a nonrefundable pet fee of \$5.00 per month, which shall be placed in a fund separately accounted for and maintained by the OHA and which may be used at the discretion

of the OHA for any of the following: (1) to defray increased maintenance costs to public housing property incurred because of the presence of pets, (2) to defray costs of training of OHA personnel, which training is necessary and appropriate because of the presence of pets in public housing complexes, (3) to provide training for residents in the care of pets, (4) to provide financial support for a pet advisory group, if such a group is established.

#### **H. Alterations to Unit**

Resident pet owners shall not alter their unit, patio, premises or common areas to create an enclosure for any animal. Installation of pet doors is prohibited. Residents shall not construct or maintain dog houses or any other structures used to house or confine pets.

#### **I. Pet Waste Removal Charge**

A separate pet waste removal charge of \$25.00 per occurrence will be assessed against the resident for violation of the waste deposit and removal provisions of this pet policy.

Pet deposit and pet waste removal charges are not part of rent payable by the resident pet owner.

#### **J. Pet Area Restrictions**

All pets must be kept indoors, except when accompanied by an adult or a person of suitable age (at least 12 years of age) and discretion able to control the pet. Pets shall not be left alone in yards. When outside of the unit (within the building or on the grounds), dogs and cats must be kept on a leash or carried and under the control of the resident or other responsible individual at all times.

Pets are not permitted in offices or common areas including lobbies, community rooms and laundry areas except for those common areas which are entrances to and exits from the building while entering or exiting the premises. Exceptions may be made for OHA-approved pet training classes.

No area of the development grounds has been designated as the area in which to exercise animals and to permit dogs to relieve themselves of bodily wastes. This activity should be controlled by the resident. The resident pet owner is responsible for cleaning up after his or her pet at all times.

Resident pet owners are not permitted to exercise pets or permit pets to deposit waste on project premises outside of their leased resident area.

#### **K. Noise**

Pet owners must agree to control the noise of pets so that such noise does not constitute a nuisance to other residents or interrupt their peaceful enjoyment of their housing unit or premises. This includes, but is not limited to loud or continuous growling, barking, howling, whining, biting, scratching, chirping, or other such activities.

#### **L. Cleanliness Requirements**

Litter Box Requirements. All animal waste or the litter from litter boxes shall be picked up immediately by the pet owner, disposed of in sealed plastic trash bags, and placed in a trash bin.

Litter shall not be disposed of by being flushed through a toilet.

Litter boxes shall be stored inside the resident's dwelling unit at all times.

Removal of Waste From Other Locations. The resident pet owner shall be responsible for the removal of waste from the exercise area by placing it in a sealed plastic bag and disposing of it in an outside trash bin or other container provided by the OHA. The resident pet owner must remove immediately from the premises, or OHA property, including the outside as well as the inside of building, any pet defecation and dispose of it in an appropriate manner. Pet defecation must be removed from the outside as well as the inside of buildings. Pet waste must be cleaned up while the pet is being walked or exercised.

Any unit occupied by a dog, cat, or rodent will be fumigated at the time the unit is vacated, and the resident pet owner shall bear the cost of fumigation.

The resident pet owner shall take all necessary and appropriate measures to prevent and eliminate pet odors within the dwelling unit and maintain the unit in a sanitary condition at all times.

Feeding Pets. All pets are to be fed inside the apartment. Feeding is not allowed on porches, sidewalks, patios or other outside areas.

## **M. Pet Care**

No pet (excluding fish) shall be left unattended in any apartment for a period in excess of 8 hours. Resident pet owners must exercise dogs every 12 hours and clean up after such pets when they are walked.

All resident /pet owners shall be responsible for adequate care, nutrition, exercise and medical attention for their pets.

Resident pet owners must recognize that other residents may have chemical sensitivities or allergies related to pets, or may be easily frightened or disoriented by animals. Resident pet owners must agree to exercise courtesy with respect to other residents.

## **N. Responsible Parties**

Each resident pet owner will be required to designate two responsible parties for the care of the pet if the health or safety of the pet is threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet.

## **O. Inspections**

The resident pet owner must permit an inspection of the resident pet owner's unit for damage caused by a pet at least once every two months, during reasonable hours and upon prior notice to Resident.

The OHA may, after reasonable notice to the resident during reasonable hours, enter and inspect the premises, in addition to other inspections allowed.

The OHA may enter and inspect the unit without a 48-hour notice if a complaint is received alleging that the conduct or condition of the pet in the unit constitutes a serious nuisance or threat to the health or safety of the other occupants or other persons in the community under applicable State or local law.

Under the terms of the Public Housing Lease, OHA maintenance or management are granted the right to enter all residents' units and yards for certain purposes upon reasonable notice, or without notice in cases of emergency. OHA personnel are not, in such cases of entry, responsible if pets escape or leave the unit.

## **P. Pet Rule Violation Notice**

If a determination is made in the discretion of management on the basis of factual evidence, that a resident pet owner has violated the Pet Policy, Pet Agreement, Pet Rules, or Pet Addendum to the Public Housing Lease, written notice will be served.

The Notice will contain a brief statement of the factual basis for the determination and the pet rule(s) which were violated. The notice will also state:

1. That the resident pet owner has three days from the effective date of the service of notice to correct the violation and ten days to make written request for a meeting to discuss the violation (request for meeting does not excuse correction of the violation within the three-day period);
2. That the resident pet owner is entitled to be accompanied by another person of his or her choice at the meeting; and
3. That the resident pet owner's failure to correct the violation will result in initiation of procedures to terminate the resident pet owner's tenancy.

If the resident pet owner requests a meeting within the 10-day period, the meeting will be scheduled in accordance with the OHA's Grievance Procedures.

## **Q. Notice for Pet Removal**

If the resident pet owner and the OHA are unable to resolve the violation at the meeting or the resident pet owner fails to correct the violation in the time period allotted by the OHA, the OHA may serve notice to remove the pet.

The Notice shall contain:

1. A brief statement of the factual basis for the OHA's determination that the Lease Addendum concerning pets or this Pet Policy has been violated.
2. The requirement that the resident/pet owner must remove the pet within the time period specified in the notice; and
3. A statement that failure to remove the pet may result in the initiation of termination of tenancy procedures.

## **R. Termination of Tenancy**

The OHA may initiate procedures for termination of tenancy based on a pet rule violation if the pet owner has failed to remove the pet or correct a pet rule violation within the time period specified.

## **S. Termination of The Lease**

### **1. Pet Removal**

If the death or incapacity of the pet owner threatens the health or safety of the pet, or other factors occur that render the owner unable to care for the pet, the situation will be reported to the responsible party designated by the resident pet owner. This process includes pets who are poorly cared for or have been left unattended for over 24 hours.

If the responsible party is unwilling or unable to care for the pet, or if the OHA after reasonable efforts cannot contact the responsible party, the OHA may contact the appropriate State or local agency and request the removal of the pet.

If the pet is removed as a result of any aggressive act on the part of the pet, the pet will not be allowed back on the premises.

### **2. Emergencies**

The OHA will take all necessary steps to insure that pets which become vicious, display symptoms of severe illness, or demonstrate behavior that constitutes an immediate threat to the health or safety of others, are referred to the appropriate State or local entity authorized to remove such animals.

If it is necessary for the OHA to place the pet in a shelter facility, the cost will be the responsibility of the resident pet owner.

## **XV. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

The Oxnard Housing Authority does hereby agree and certify that we will carry out this Agency Plan (both our Five-Year Plan and our Annual Plan) in compliance with all applicable civil rights requirements and will affirmatively further fair housing. In particular, we will comply with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990. This is in continuation of our longstanding antidiscrimination tradition.

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



## XVI. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

## XVII. 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.

The OHA is a high performing PHA.

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?

**XVIII. Other Information**

[24 CFR Part 903.7 9 (r)]

**A. Resident Advisory Board Recommendations**

1.  Yes     No:    Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
  
2. If “yes,” the comments are: (if comments were received, the PHA **MUST** select one)
  - Attached at Attachment (File name) \_\_\_\_\_
  - Provided below:

## RESIDENT COMMENTS

The Oxnard Housing Authority has engaged in an extensive process of seeking resident and public comments on our Agency Plan. In the course of compiling the Plan, we have completed and/or initiated the following process:

- On December 15, 2000, Housing Authority staff met with the RAB to update the committee on the changes to the Annual Agency Plan and provide changes to the HUD-required template.
- On January 14, 2001, Housing Authority staff had the second meeting with the RAB regarding the proposed changes in the 2000-2001 Annual Agency Plan and requested their comments regarding the plan.
- On February 1, 2001, Housing Authority staff initiated the 45-day public hearing and comment period.
- On February 16, 2001, Housing Authority staff will review the completed Annual Agency Plan with the RAB.
- On March 9, 2001, Housing Authority staff met with RAB to discuss their comments on the proposed Annual Agency Plan.
- On March 17, 2001, the 45-day public hearing and comment period ends.
- On April 3, 2001, the Annual Agency Plan is presented to the Housing Commission to review comments from the 45-day public hearing and comment period and to request approval of the proposed Public Housing Annual Agency Plan.
- On April 11, 2001, Housing Authority staff will submit the Annual Agency Plan template to HUD electronically.
- On April 13, 2001, Housing Authority staff will submit the hard copy of the Annual Agency Plan to HUD.
- On April 25, 2002, one Section 8 participant responded to the 45 day Agency Plan comment period. The resident stated that the residents should work together with the OHA.

(1) In what manner did the PHA address those comments? (Select all that apply)

- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments  
List changes below:
- Other: (list below)

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

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

3. Description of Resident Election Process

b. Nomination of candidates for place on the ballot: (select all that apply)

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

c. 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)

d. 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 Oxnard

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

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

1. Provide decent housing
2. Establish and maintain a suitable living environment
3. Expand economic opportunities

Other: (list below)

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

The Consolidated Plan supports the PHA plan with a commitment to ensure that strategies to remove barriers to affordable housing are maintained and that the housing needs for the community are addressed.

**D. Other Information Required by HUD**

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

(1) Project-Based Vouchers

It is the policy of the Oxnard Housing Authority to provide project-based voucher assistance where circumstances indicate that project-basing of the units, rather than tenant-basing of the same amount of assistance, is an appropriate option. This option will be initiated when the supply of units for tenant-based assistance is very limited and project-basing in certain strategic locations is needed to assure the availability of units for a period of years.

The projected number of units that will be recommended for project-based assistance within the next 12 months is 77 Section 8 vouchers. The Section 8 project-based assistance vouchers and locations are as follows:

<b>Developer</b>	<b>Location</b>	<b>Number of Units</b>
Richard McNish	Northeast corner of Seventh and “A” Streets	38 senior units
Mercy Charities Housing California	Robert Avenue and Oxnard Boulevard	14
Keystone Alliance	1719 South Oxnard Boulevard	25

Presently, the City of Oxnard is experiencing vacancies of rental housing at less than two percent and an increase in rental cost that has created a very tight market for Section 8 project-based voucher assistance.

Keystone Alliance has contracted with Living Opportunities Management Company (LOMCO) to manage the 105 single room occupancy (SRO) units. The Gateway Apartments accepted occupants as of February 15, 2001.

The other two projects are in the planning stages and should be developed within the next 12 months.

All three projects are appropriate due to the limited supply of units for tenant-based assistance and are consistent with the statutory goals of deconcentrating poverty and expanding housing and economic opportunities.

Attachments

- Deconcentration and Income Mixing
- Capital Fund Program Annual Statement
- Resident Advisory Board Members

Component 3, (6) Deconcentration and Income Mixing

- a.  Yes  No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b.  Yes  No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

<b>Deconcentration Policy for Covered Developments</b>			
<b>Development Name:</b>	<b>Number of Units</b>	<b>Explanation (if any) [see step 4 at §903.2© )(1)(iv)]</b>	<b>Deconcentration policy (if no explanation) [see step 5 at §903.2© )(1)(v)]</b>

# RESIDENT ADVISORY BOARD MEMBERS

## Section 8 Program

1. Yolanda Benavides
2. Salvador Cardenas
3. Abelardo Carranza P.
4. Hector Z. Constanza
5. Carmen Granados
6. Leticia Gutierrez
7. Arthur Hall, Jr.
8. Josefina Jimenez
9. Antonio T. Lara
10. Frances L. Neathery
11. Laurie Sevilla
12. Lola M. Sinclair

## Public Housing Program

13. Maria Barajas
14. Hector Benitez
15. Ignacio Cervantez
16. Rafael Cortez
17. Gaudencio Digos
18. Maria Fernandez
19. Pedro Hernandez
20. Raul Juarez
21. Esther Lara
22. Homero Martinez
23. Francisco Moreno
24. Aurora Olivera
25. Antonio Perez
26. Carlos Soria
27. Filiberto Torres



# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

**PHA Name:**

**Grant Type and Number**

**Federal FY of Grant:**

Capital Fund Program Grant No: CA 16 P031 502 01

2001

**OXNARD HOUSING AUTHORITY**

Replacement Housing Factor Grant No:

Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )

Performance and Evaluation Report for Period Ending: 12/31/01  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0	0	0	0
2	1406 Operating Subsidy	184,016	184,016	184,016	14,006
2a	1408 Management Improvement 1/	324,140	324,140	142,826	22,037
3	1410 Administration 2/	228,858	228,858	201,405	2,014
4	1411 Audit	0	0	0	0
5	1415 Liquidated Damages	0	0	0	0
6	1430 Fees and Costs	452,061	452,061	107,755	0
7	1440 Site Acquisition	0	0	0	0
8	1450 Site Improvement	10,000	10,000	0	0
9	1460 Dwelling Structures	749,556	749,556	0	0
10	1465.1 Dwelling Equipment—Nonexpendable	0	0	0	0
11	1470 Nondwelling Structures	0	0	0	0
12	1475 Nondwelling Equipment	87,500	87,500	0	0
13	1495.1 Relocation Costs	60,000	60,000	0	0
14	1490 Replacement Reserve	0	0	0	0
15	1502 Contingency (may not exceed 8% of line 16)	183,086	183,086	0	0

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

**PHA Name:**

**OXNARD HOUSING AUTHORITY**

**Grant Type and Number**

**Capital Fund Program Grant No: CA 16 P031 502 01**

**Replacement Housing Factor Grant No:**

**Federal FY of Grant:**

**2001**

Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )

Performance and Evaluation Report for Period Ending: 12/31/01  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
16	Amount of Annual Grant: (sum of lines 2-15)	2,279,217	2,279,217	636,002	38,057
17	Amount of line 16 Related to LBP Activities			0	0
18	Amount of line 16 Related to Section 504 compliance	0	0	0	0
19	Amount of line 16 Related to Security	0	0	0	0
20	Amount of line 16 Related to Energy Conservation Measures	0	0	0	0

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name:		Grant Type and Number				Federal FY of Grant:		Status of Proposed Work
OXNARD HOUSING AUTHORITY		Capital Fund Program Grant No: CA 16 P031 502-01				2001		
		Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
CAL 31-0 PHA-WIDE	Operations	1406		184,016	184,016	184,016	14,006	
	Total			184,016	184,016	184,016	14,006	
	AS-Bob MST & IBM Software Updates	1408		7,500	7,500	0	0	
	AS-Bob Prof Dev Trng			7,000	7,000	0	0	
	AS-Karl Prof Dev Trng			1,500	1,500	0	0	
	AS-Rose Prof Dev Trng			500	500	0	0	
	AS-Sal Prof Dev Trng			2,500	2,500	0	0	
	HA-BC Crime Investigation			12,500	12,500	0	0	
	HA-BC Homeownership			3,000	3,000	0	0	
	HA-BC Prof Dev Trng			10,000	10,000	0	0	
	HA-BC Rental/Satisfaction Survey			5,000	5,000	0	0	
	HA-FIC Econ Dvlpmt/Salaries			31,200	31,200	31,200	0	
	HA-FIC Prof Dev Trng			3,000	3,000	0	0	

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name:		Grant Type and Number				Federal FY of Grant:		
OXNARD HOUSING AUTHORITY		Capital Fund Program Grant No: CA 16 P031 502-01				2001		
		Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
	MD Office Software			2,000	2,000	0	0	
	MD Imaging System Software Upgrades			2,000	2,000	0	0	
	MD Operating System Software Upgrade			1,000	1,000	0	0	
	MD Network Software			5,000	5,000	0	0	
CAL 31-0 PHA-Wide (Cont.)	MC Computer Support Svcs (John H)			21,600	21,600	21,600	0	
	MD PHA LDI			7,500	7,500	0	0	
	MD Prof Dev Trng			5,000	5,000	0	0	
	MD Windows Software Upgrade			2,000	2,000	0	0	
	MD CGP Vehicle			31,000	31,000	0	0	
	PS Consultant			1,000	1,000	0	0	
	PS Prof Dev Trng			5,000	5,000	0	0	
	PS Software Upgrades			1,000	1,000	0	0	
	PS Disaster Preparedness			4,000	4,000	0	0	
	PS Office Equipment			2,000	2,000	0	0	

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name: OXNARD HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: CA 16 P031 502-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		Status of Proposed Work
Development Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
	RI Tenant Opp Prgm			17,500	17,500	801	801	
	RI Prof Dev Trng			3,000	3,000	0	0	
	RI Staffing/Salaries			73,840	73,840	73,840	5,851	
	RI Economic Development			52,000	52,000	15,346	15,346	
	RI Equip/Supplies/Flyers			1,000	1,000	39	39	
	RI Consultant			3,000	3,000	0	0	
	Total			324,140	324,140	142,826	22,037	
CAL 31-0 PHA-Wide (Cont.)	MD CGP Travel	1410		10,000	10,000	10,000	2,014	
	MD CGP Staff Salary			150,000	150,000	150,000	0	
	MD CGP Staff Benefits			41,405	41,405	41,405	0	
	MD CFP Staff Telephone			12,000	12,000	0	0	
	MD Sundry			15,453	15,453	0	0	
	Total			228,858	228,858	201,405	2,014	

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name:		Grant Type and Number				Federal FY of Grant:		Status of Proposed Work
OXNARD HOUSING AUTHORITY		Capital Fund Program Grant No: CA 16 P031 502-01 Replacement Housing Factor Grant No:				2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
	Advertising	1430		40,000	40,000	0	0	
	A/E Fees			51,094	51,094	0	0	
	Permit Fees			135,470	135,470	0	0	
	CGP Planning			157,748	157,748	107,755	0	
	Total			384,312	384,312	107,755	0	
	Site Improvements	1450		10,000	10,000	0	0	
	Total			10,000	10,000	0	0	
	AS-Bob AS Peripheral Computer Hardware	1475		27,500	27,500	0	0	
	AS-Rose Replacement PC & Printer			5,000	5,000	0	0	
	HA-BC Computer Hardware			10,000	10,000	0	0	
	HA-BC Copier			6,000	6,000	0	0	
CAL 31-0	MD Portable PC			5,000	5,000	0	0	
PHA-Wide	MD Computer Network Server			5,000	5,000	0	0	
(Cont.)	MD Computer Hardware			5,000	5,000	0	0	

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

<b>PHA Name: OXNARD HOUSING AUTHORITY</b>		<b>Grant Type and Number Capital Fund Program Grant No: CA 16 P031 502-01 Replacement Housing Factor Grant No:</b>				<b>Federal FY of Grant: 2001</b>		
<b>Development Number Name/HA- Wide Activities</b>	<b>General Description of Major Work Categories</b>	<b>Dev. Acct No.</b>	<b>Quantity</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>		<b>Status of Proposed Work</b>
				<b>Original</b>	<b>Revised (1)</b>	<b>Funds Obligated (2)</b>	<b>Funds Expended (2)</b>	
	MD Projector			5,000	5,000	0	0	
	PS Computer Hardware			4,000	4,000	0	0	
	PS Truck			10,000	10,000	0	0	
	PS Office Furniture			5,000	5,000	0	0	
	Total			87,500	87,500	0	0	
	Contingency	1502		183,086	183,086	0	0	
	Total			183,086	183,086	0	0	
	CAL 31-0 TOTAL			1,401,912	1,401,912	636,002	38,057	

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name: OXNARD HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: CA 16 P031 502-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		Status of Proposed Work
Development Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
CAL 31-1 Colonia Village	A/E Fees	1430		800	800	0	0	
	Total			800	800	0	0	
	LBP Abatement	1460		10,000	10,000	0	0	
	Total			10,000	10,000	0	0	
	CAL 31-1 TOTAL			10,800	10,800	0	0	
CAL 31-2 Colonia Village	A/E Fees	1430		800	800	0	0	
	Total			800	800	0	0	
	Wall Heaters	1460		10,000	10,000	0	0	
	Total			10,000	10,000	0	0	
	CAL 31-2 TOTAL			10,800	10,800	0	0	



# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

### Part II: Supporting Pages

PHA Name: OXNARD HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: CA 16 P031 502-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		Status of Proposed Work
Development Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
CAL 31-3 Colonia Village	A/E Fees	1430		32,794	32,794	0	0	
	Total			32,794	32,794	0	0	
	Exterior Renovation	1460		200,000	200,000	0	0	
	Kitchens & Bathrooms			200,000	200,000	0	0	
	Total			400,000	400,000	0	0	
	Relocation	1495		20,000	20,000	0	0	
	Total			20,000	20,000	0	0	
	CAL 31-3 TOTAL			452,794	452,794	0	0	
CAL 31-4 Pleasant Valley	A/E Fees	1430		5,755	5,755	0	0	
	Total			5,755	5,755	0	0	

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name:		Grant Type and Number				Federal FY of Grant:		Status of Proposed Work
OXNARD HOUSING AUTHORITY		Capital Fund Program Grant No: CA 16 P031 502-01				2001		
		Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
CAL 31-4 Pleasant Valley (cont)	LBP Replacement	1460		13,915	13,915	0	0	
	Total			13,915	13,915	0	0	
	Relocation	1495		20,000	20,000	0	0	
	Total			20,000	20,000	0	0	
	CAL 31-4 TOTAL			39,670	39,670	0	0	
CAL 31-5 Plaza Vista	A/E Fees	1430		2,800	2,800	0	0	
	Total			2,800	2,800	0	0	
	Balcony Railings	1460		35,000	35,000	0	0	
	Total			35,000	35,000	0	0	
	CAL 31-5 TOTAL			37,800	37,800	0	0	

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name: OXNARD HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: CA 16 P031 502-01 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		Status of Proposed Work
Development Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
CAL 31-7 Scattered Sites	A/E Fees	1430		17,600	17,600	0	0	
	Total			17,600	17,600	0	0	
	Roofs/Parking	1460		190,641	190,641	0	0	
	Total			190,641	190,641	0	0	
	Refrigerator Replacement	1465		20,000	20,000	0	0	
	Total			20,000	20,000	0	0	
	<b>CAL 31-7 TOTAL</b>			<b>228,241</b>	<b>228,241</b>	<b>0</b>	<b>0</b>	

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name:		Grant Type and Number				Federal FY of Grant:		Status of Proposed Work
OXNARD HOUSING AUTHORITY		Capital Fund Program Grant No: CA 16 P031 502-01 Replacement Housing Factor Grant No:				2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
CAL 31-8 Palm Vista	A/E Fees	1430		7,200	7,200	0	0	
	Total			7,200	7,200	0	0	
	Solar Water Heater	1460		90,000	90,000	0	0	
	Total			90,000	90,000	0	0	
	CAL 31-8 TOTAL			97,200	97,200	0	0	
	CA016 P031 502 01			2,279,217	2,279,217	636,002	38,057	

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part III: Implementation Schedule**

**PHA Name:**  
OXNARD HOUSING AUTHORITY

**Grant Type and Number**  
Capital Fund Program No: CA16 P031 710-99  
Replacement Housing Factor No:

**Federal FY of Grant:**  
1999

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
CAL 31-0 Mgt Improve	03/31/01			09/30/02			
CAL 31-1 Colonia Village	03/31/01			09/30/02			
CAL 31-2 Colonia Village	03/31/01			09/30/02			
CAL 31-3 Colonia Village	03/31/01			09/30/02			
CAL 31-4 Pleasant Valley	03/31/01			09/30/02			
CAL 31-5 Plaza Vista	03/31/01			09/30/02			
CAL 31-7 Scattered Sites	03/31/01			09/30/02			
CAL 31-8 Palm Vista	03/31/01			09/30/02			

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name:

OXNARD HOUSING AUTHORITY

Grant Type and Number

Capital Fund Program Grant No: CA 16 P031 501 00

Replacement Housing Factor Grant No:

Federal FY of Grant:

Approval - 2000

Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )

Performance and Evaluation Report for Period Ending: 12/31/01  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0	0	0	0
2	1406 Operating Subsidy	123,000	123,000	123,000	123,000
2a	1408 Management Improvement 1/	302,500	302,500	268,385	217,270
3	1410 Administration 2/	221,332	221,332	221,332	91,304
4	1411 Audit	0	3,000	0	0
5	1415 Liquidated Damages	0	0	0	0
6	1430 Fees and Costs	402,948	402,948	60,275	60,275
7	1440 Site Acquisition	0	0	0	0
8	1450 Site Improvement	25,205	25,205	0	0
9	1460 Dwelling Structures	756,977	916,977	141,716	141,716
10	1465.1 Dwelling Equipment—Nonexpendable	42,000	42,000	0	0
11	1470 Nondwelling Structures	0	0	0	0
12	1475 Nondwelling Equipment	117,500	117,500	58,389	58,389
13	1495.1 Relocation Costs	60,000	60,000	12,183	12,183
14	1490 Replacement Reserve	0	0	0	0

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name:

OXNARD HOUSING AUTHORITY

Grant Type and Number

Capital Fund Program Grant No: CA 16 P031 501 00

Replacement Housing Factor Grant No:

Federal FY of Grant:

Approval - 2000

Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )

Performance and Evaluation Report for Period Ending: 12/31/01  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
15	1502 Contingency (may not exceed 8% of line 16)	177,066	14,066	0	0
16	Amount of Annual Grant: (sum of lines 2-15)	2,228,528	2,228,528	885,280	704,137
17	Amount of line 16 Related to LBP Activities	0	0	0	0
18	Amount of line 16 Related to Section 504 compliance	0	0	0	0
19	Amount of line 16 Related to Security	0	0	0	0
20	Amount of line 16 Related to Energy Conservation Measures	0	0	0	0

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name:		Grant Type and Number				Federal FY of Grant:		
OXNARD HOUSING AUTHORITY		Capital Fund Program Grant No: CA 16 P031 501 00				2000		
		Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
CAL 31-0 PHA-WIDE	Operations	1406		123,000	93,000	93,000	93,000	Complete
	Total			123,000	93,000	93,000	93,000	
	AS-Bob MST & IBM Software Update	1408		7,500	2,065	2,065	2,065	Complete
	AS-Bob Peripheral Computer Hardware			10,000	9,337	9,337	9,337	Complete
	AS-Bob Prof Dev Training			7,000	5,323	5,323	5,323	Complete
	AS-Karl Prof Dev Training			1,500	480	480	480	Complete
	AS-Rose Prof Dev Training			500	0	0	0	Reprogrammed
	AS-Sal Prof Dev Training			2,500	75	75	75	Complete
	HA-BC Crime Investigation			12,500	3,604	3,604	3,604	Complete
	HA-BC Homeownership			3,000	0	0	0	Reprogrammed
	HA-BC Prof Dev Training			10,000	0	0	0	Reprogrammed
	HA-BC Brochures & Pamphlets			5,000	72	72	72	Complete
	HA-BC Rental Satisfaction Survey			5,000	0	0	0	Reprogrammed



**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name: OXNARD HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: CA 16 P031 501 00 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
	HA-FIC Econ Dvlpmnt/Salaries			30,000	72,133	72,133	36,138	
	HA-FIC Prof Dev Trng			3,000	4,412	4,412	4,412	Complete
	MD Office Software			2,000	2,000	778	778	
	MD Imaging System Software Upgrade			2,000	2,000	278	278	
CAL 31-0 PHA-WIDE (cont)	MD Operation System Software			1,000	1,000	0	0	
	MD Network Software			1,000	1,000	0	0	
	MD Computer Support Svcs (John H)			20,000	20,000	20,000	4,879	
	MD PHA LDI			7,500	7,500	2,017	2,017	
	MD Prof Dev Training			5,000	5,000	2,305	2,305	
	MD Windows Upgrades			2,000	2,000	0	0	
	MD CGP Vehicle			6,000	6,000	0	0	
	PS Consultant			1,000	1,000	0	0	
	PS Prof Dev Training			5,000	5,000	2,724	2,724	
	PS Software Upgrades			1,000	1,000	88	88	
	PS Disaster Preparedness			4,000	4,000	773	773	

# Annual Statement/Performance and Evaluation Report

## Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

### Part II: Supporting Pages

PHA Name:		Grant Type and Number				Federal FY of Grant:		
OXNARD HOUSING AUTHORITY		Capital Fund Program Grant No: CA 16 P031 501 00				2000		
		Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
	PS Office Equipment			2,000	2,000	0	0	
	RI Tenant Opp Program			17,500	24,150	20,573	20,573	
	RI Prof Dev Trng			3,000	4,141	4,141	4,141	Complete
	RI Staffing			71,000	64,142	64,142	64,142	Complete
	RI Economic Development			50,000	48,347	48,347	48,347	Complete
	RI Equip/Supplies/Flyers			1,000	3,097	3,097	3,097	Complete
	RI Consultant			3,000	1,623	1,623	1,623	Complete
	Total			302,500	302,501	268,387	217,271	
CAL 31-0 PHA-WIDE (cont)	MD CGP Travel	1410		5,000	9,851	9,851	9,851	Complete
	MD CGP Staff Salary			130,216	119,507	119,507	30,746	
	MD CGP Staff Benefits			41,405	41,405	41,405	5,117	
	MD CGP Staff Telephone			6,000	5,631	5,631	652	
	MD Sundry			12,734	13,103	13,103	13,103	Complete
	MD Office Rent			25,977	31,835	31,835	31,835	Complete
	Total			221,332	221,332	221,332	91,304	

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

<b>PHA Name: OXNARD HOUSING AUTHORITY</b>		<b>Grant Type and Number Capital Fund Program Grant No: CA 16 P031 501 00 Replacement Housing Factor Grant No:</b>				<b>Federal FY of Grant: 2000</b>		<b>Status of Proposed Work (2)</b>
<b>Development Number Name/HA- Wide Activities</b>	<b>General Description of Major Work Categories</b>	<b>Dev. Acct No.</b>	<b>Quantity</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>		
				<b>Original</b>	<b>Revised (1)</b>	<b>Funds Obligated (2)</b>	<b>Funds Expended (2)</b>	
	<b>Audit Cost</b>	<b>1411</b>		<b>0</b>	<b>3,000</b>	<b>0</b>	<b>0</b>	
	<b>Total</b>			<b>0</b>	<b>3,000</b>	<b>0</b>	<b>0</b>	
	<b>Advertising</b>	<b>1430</b>		<b>30,000</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	
	<b>A/E Fees</b>			<b>9,333</b>	<b>9,333</b>	<b>0</b>	<b>0</b>	
	<b>Permit Fees</b>			<b>135,470</b>	<b>135,470</b>	<b>1,458</b>	<b>1,458</b>	
	<b>CGP Planning</b>			<b>157,748</b>	<b>157,748</b>	<b>56,908</b>	<b>56,908</b>	
	<b>Total</b>			<b>332,551</b>	<b>332,551</b>	<b>58,366</b>	<b>58,366</b>	

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name: OXNARD HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: CA 16 P031 501 00 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
CAL 31-0 PHA-WIDE (cont)	Site Improvements	1450		25,205	25,205	0	0	
	Total			25,205	25,205	0	0	
	AS-Bob AS-400 Replacements	1475		50,000	0	0	0	Reprogrammed
	AS-Bob Peripheral Computer Hardware			27,500	27,500	8,233	8,233	
	HA-BC Computer Hardware			10,000	10,000	1,634	1,634	
	HA-BC Copier			6,000	0	0	0	Reprogrammed
	HA-BC Equip			0	6,000	1,766	1,766	
	MD Replacement PC's (2)			5,000	5,000	0	0	
	PS Computer Hardware			4,000	4,000	1,190	1,190	
	PS Truck			10,000	11,000	11,000	11,000	Complete
	PS Office Furniture			5,000	54,000	34,566	34,566	
	Total			117,500	117,500	58,389	58,389	

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

<b>PHA Name: OXNARD HOUSING AUTHORITY</b>		<b>Grant Type and Number Capital Fund Program Grant No: CA 16 P031 501 00 Replacement Housing Factor Grant No:</b>				<b>Federal FY of Grant: 2000</b>		<b>Status of Proposed Work (2)</b>
<b>Development Number Name/HA- Wide Activities</b>	<b>General Description of Major Work Categories</b>	<b>Dev. Acct No.</b>	<b>Quantity</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>		
				<b>Original</b>	<b>Revised (1)</b>	<b>Funds Obligated (2)</b>	<b>Funds Expended (2)</b>	
	Contingency	1502		177,066	14,066	0	0	
	Total			177,066	14,066	0	0	
	<b>CAL 31-0 TOTAL</b>			<b>1,299,154</b>	<b>1,109,155</b>	<b>699,474</b>	<b>518,330</b>	
<b>CAL 31-1 PHA-Wide</b>	A/E Fees	1430		800	800	0	0	
	Total			800	800	0	0	
	LBP Abatement	1460		10,000	10,000	0	0	
	Total			10,000	10,000	0	0	
	Relocation	1495		20,000	20,000	0	0	
	Total			20,000	20,000	0	0	
	<b>CAL 31-1 TOTAL</b>			<b>30,800</b>	<b>30,800</b>	<b>0</b>	<b>0</b>	

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

<b>PHA Name: OXNARD HOUSING AUTHORITY</b>		<b>Grant Type and Number Capital Fund Program Grant No: CA 16 P031 501 00 Replacement Housing Factor Grant No:</b>				<b>Federal FY of Grant: 2000</b>		<b>Status of Proposed Work (2)</b>
<b>Development Number Name/HA- Wide Activities</b>	<b>General Description of Major Work Categories</b>	<b>Dev. Acct No.</b>	<b>Quantity</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>		<b>Status of Proposed Work (2)</b>
				<b>Original</b>	<b>Revised (1)</b>	<b>Funds Obligated (2)</b>	<b>Funds Expended (2)</b>	
<b>CAL 31-2 Colonia Village</b>	<b>MOD Reworks</b>	<b>1406</b>		<b>0</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>Complete</b>
	<b>Total</b>			<b>0</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	
	<b>A/E Fees</b>	<b>1430</b>		<b>1,600</b>	<b>1,600</b>	<b>0</b>	<b>0</b>	
	<b>Total</b>			<b>1,600</b>	<b>1,600</b>	<b>0</b>	<b>0</b>	
	<b>Wall Heaters</b>	<b>1460</b>		<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	
	<b>Total</b>			<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	
	<b>CAL 31-2 TOTAL</b>			<b>21,600</b>	<b>51,600</b>	<b>30,000</b>	<b>30,000</b>	

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

<b>PHA Name: OXNARD HOUSING AUTHORITY</b>		<b>Grant Type and Number Capital Fund Program Grant No: CA 16 P031 501 00 Replacement Housing Factor Grant No:</b>				<b>Federal FY of Grant: 2000</b>		<b>Status of Proposed Work (2)</b>
<b>Development Number Name/HA- Wide Activities</b>	<b>General Description of Major Work Categories</b>	<b>Dev. Acct No.</b>	<b>Quantity</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>		
				<b>Original</b>	<b>Revised (1)</b>	<b>Funds Obligated (2)</b>	<b>Funds Expended (2)</b>	
<b>CAL 31-3 Colonia Village</b>	<b>A/E Fees</b>	<b>1430</b>		<b>26,425</b>	<b>26,425</b>	<b>1,909</b>	<b>1,909</b>	
	<b>Total</b>			<b>26,425</b>	<b>26,425</b>	<b>1,909</b>	<b>1,909</b>	
	<b>Exterior Renovation</b>	<b>1460</b>		<b>95,157</b>	<b>95,157</b>	<b>2,638</b>	<b>2,638</b>	
	<b>Kitchens &amp; Bathrooms</b>			<b>112,157</b>	<b>112,157</b>	<b>17,828</b>	<b>17,828</b>	
	<b>Total</b>			<b>207,314</b>	<b>207,314</b>	<b>20,466</b>	<b>20,466</b>	
	<b>Refrigerator Replacement</b>	<b>1465</b>		<b>7,000</b>	<b>7,000</b>	<b>0</b>	<b>0</b>	
	<b>Total</b>			<b>7,000</b>	<b>7,000</b>	<b>0</b>	<b>0</b>	
	<b>Relocation</b>	<b>1495</b>		<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	
	<b>Total</b>			<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	
	<b>CAL 31-3 TOTAL</b>			<b>260,739</b>	<b>260,739</b>	<b>22,375</b>	<b>22,375</b>	

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

<b>PHA Name: OXNARD HOUSING AUTHORITY</b>		<b>Grant Type and Number Capital Fund Program Grant No: CA 16 P031 501 00 Replacement Housing Factor Grant No:</b>				<b>Federal FY of Grant: 2000</b>		<b>Status of Proposed Work (2)</b>
<b>Development Number Name/HA- Wide Activities</b>	<b>General Description of Major Work Categories</b>	<b>Dev. Acct No.</b>	<b>Quantity</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>		
				<b>Original</b>	<b>Revised (1)</b>	<b>Funds Obligated (2)</b>	<b>Funds Expended (2)</b>	
<b>CAL 31-4 Pleasant Valley</b>	<b>A/E Fees</b>	<b>1430</b>		<b>12,907</b>	<b>12,907</b>	<b>0</b>	<b>0</b>	
	<b>Total</b>			<b>12,907</b>	<b>12,907</b>	<b>0</b>	<b>0</b>	
	<b>Kitchens &amp; Bathrooms</b>	<b>1460</b>		<b>35,940</b>	<b>35,940</b>	<b>20,523</b>	<b>20,523</b>	
	<b>LBP Replacement</b>			<b>125,402</b>	<b>125,402</b>	<b>1,518</b>	<b>1,518</b>	
	<b>Total</b>			<b>161,342</b>	<b>161,342</b>	<b>22,041</b>	<b>22,041</b>	
	<b>Refrigerator Replacement</b>	<b>1465</b>		<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	
	<b>Total</b>			<b>10,000</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	
	<b>Relocation</b>	<b>1495</b>		<b>20,000</b>	<b>20,000</b>	<b>12,183</b>	<b>12,183</b>	
	<b>Total</b>			<b>20,000</b>	<b>20,000</b>	<b>12,183</b>	<b>12,183</b>	
	<b>CAL 31-4 TOTAL</b>			<b>204,249</b>	<b>204,249</b>	<b>34,224</b>	<b>34,224</b>	



**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name: OXNARD HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: CA 16 P031 501 00 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		Status of Proposed Work (2)
Development Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
CAL 31-5 Plaza Vista	A/E Fees	1430		640	640	0	0	
	Total			640	640	0	0	
	Door Deadbolts	1460		8,000	8,000	929	929	
	Sliding Glass Door/Win			0	160,000	230	230	
	Total			8,000	168,000	1,159	1,159	
	Refrigerator Replacement	1465		5,000	5,000	0	0	
	Total			5,000	5,000	0	0	
	CAL 31-5 TOTAL			13,640	173,640	1,159	1,159	

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name: OXNARD HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: CA 16 P031 501 00 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
CAL 31-7 Scattered Sites	A/E Fees	1430		24,825	24,825	0	0	
	Total			24,825	24,825	0	0	
	Roofs/Parking	1460		310,321	252,271	0	0	
	Total			310,321	252,271	0	0	
	Refrigerator Replacements	1465		10,000	10,000	0	0	
	Total			10,000	10,000	0	0	
	<b>CAL 31-7 TOTAL</b>			<b>345,146</b>	<b>287,096</b>	<b>0</b>	<b>0</b>	

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

Development Number Name/HA-Wide Activities		Grant Type and Number		Total Estimated Cost		Federal FY of Grant:		Status of Proposed Work (2)
		Dev. Acct No.	Quantity	Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
PHA Name: OXNARD HOUSING AUTHORITY		Capital Fund Program Grant No: CA 16 P031 501 00				2000		
		Replacement Housing Factor Grant No:						
CAL 31-8 Palm Vista		1430		3,200	3,200	0	0	
A/E Fees								
Total				3,200	3,200	0	0	
Sliding Glass Doors & Windows		1460		40,000	98,050	98,050	98,050	Complete
Total				40,000	98,050	98,050	98,050	
Refrigerator Replacement		1465		10,000	10,000	0	0	
Total				10,000	10,000	0	0	
CAL 31-8 TOTAL				53,200	111,250	98,050	98,050	
CA016 P031 709 98				2,228,528	2,228,528	885,282	704,138	

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part III: Implementation Schedule**

**PHA Name:**  
Oxnard Housing Authority

**Grant Type and Number**  
Capital Fund Program No: CA16-P031-709-98  
Replacement Housing Factor No:

**Federal FY of Grant:**  
1998

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
CAL 31-0 Mgt Improve	03/31/00		03/31/00	09/30/01			
CAL 31-1 Colonia Village	03/31/00		03/31/00	09/30/01			
CAL 31-2 Colonia Village	03/31/00		03/31/00	09/30/01			
CAL 31-3 Colonia Village	03/31/00		03/31/00	09/30/01			
CAL 31-4 Pleasant Valley	03/31/00		03/31/00	09/30/01			
CAL 31-5 Plaza Vista	03/31/00		03/31/00	09/30/01			
CAL 31-7 Scattered Sites	03/31/00		03/31/00	09/30/01			