

5.0 Five-Year Plan

5.1 Mission.

The Housing Authority of the County of Sacramento mission is to continue to promote adequate and affordable housing, economic opportunity, and a suitable living environment free from discrimination.

5.2 Goals and Objectives.

The Housing Authority of the County of Sacramento will pursue all available Federal, State, local, and private financing in order to preserve and maintain our public housing properties.

Our objectives are to improve the specific factors listed below:

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

Expand supply of assisted housing

- Apply for additional rental vouchers
- Reduce public housing vacancies
- Leverage private and/or other public funds to create additional housing opportunities
- Acquire or build units or developments

Improve the quality of assisted housing

- Improve public housing management
- Improve voucher management
- Increase customer satisfaction
- Renovate or modernize public housing units
- Demolish or dispose of obsolete public housing
- Provide replacement public housing
- Provide replacement vouchers

Increase assisted housing choices

- Provide voucher mobility counseling
- Conduct outreach efforts to potential voucher landlords
- Implement voucher homeownership program
- Implement public housing or other homeownership programs
- Implement public housing site-based waiting lists
- Convert public housing to vouchers

Goal: Improve community quality of life and economic vitality

Provide an improved living environment

- Implement public housing security improvements
- Designate developments or buildings for particular resident groups

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

Promote self-sufficiency and asset development of assisted households

- Provide or attract supportive services to improve assistance recipients' employability
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.

Goal: Ensure Equal Opportunity in Housing for all Americans

Ensure equal opportunity and affirmatively further fair housing

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status and disability
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size requires

6.0 PHA Plan Update

Revised plan elements

(a) Capital Fund Update:

The PHA was awarded 17 million dollars of stimulus funding from the American Recovery Reinvestment Act of 2009 Capital Fund. This new funding allocation will be used to continue to rehabilitate our existing public housing units. These activities are already in our plan, but the new allocation of stimulus funding is an update.

(b) Copies of the 5-Year and Annual PHA Plan are available for review at:

- Public Housing Management offices at the following locations:
 - Alder Grove (816 Revere Street Sacramento, CA 95818)
 - Midtown Manor (1725 K Street Sacramento, CA 95814)
 - Meadow Commons (31 Coral Gables Sacramento, CA 95823)
 - Oak Park (3543 1st Avenue, #1 Sacramento, CA 95817)
 - Buena Vista (2526 L Street Sacramento, CA 95816)
 - The Mill (480 Redwood Avenue Sacramento, CA 95815)

- Pointe Lagoon (5259 Young Street, #4 Sacramento, CA 95824)
- Twin Rivers, Lexington Place, Mountain Ash, Primrose, and Windscape (321 Eliza Street Sacramento, CA 95814)
- Housing Choice Voucher Main Office (701-12th Street, Sacramento, CA 95814)
- Main administrative office of PHA (801-12th Street, Sacramento, CA 95814)
- Sacramento Public Library (828 I Street, Sacramento, CA 95814))
- <http://www.shra.org> (Housing Authority)

PHA Plan Elements.

(1) Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.

Eligibility (Public Housing)

The PHA verifies eligibility for admissions when the families are within 60 days of being offered a unit. The non-income screening factors the PHA uses to establish eligibility for admission to public housing are criminal or drug related activity, rental history, housekeeping, suitability, bad debt owed to any PHA or utility company, and credit history.

The PHA uses a jurisdiction/community-wide list to organize its public housing waiting list. Interested persons may apply for admission to public housing at the PHA development site management office, the internet and the US mail.

Eligibility (HCV)

The screening conducted by the PHA includes criminal and drug-related activity from local law enforcement, more extensively than required by law or regulation, General screening than criminal and drug-related activity include any money owed to Sacramento Housing and Redevelopment Agency or other PHAs. The PHA shares the family's current address, if known, and the name and address , if known of the family's current and prior landlord to the new landlord.

Selection and Admissions Policies

PUBLIC HOUSING: It is the PHA's policy that each applicant shall be assigned an appropriate place on a jurisdiction/community-wide waiting list and/or on the waiting list for the developments in which the applicant wishes to reside. Applicants will be listed in sequence based upon the waiting list guidelines stated below. In filling an actual or expected vacancy, the PHA will offer the dwelling unit to an applicant in the appropriate sequence.

HCV: The PHA plan to use a community wide list to organize its public housing waiting list. When the waiting list is open any family asking to be placed on the waiting list for Housing Choice Voucher rental assistance will be given the opportunity to complete a pre-application.

When the PHA opens the waiting list, the PHA will advertise through public notice in the following newspapers, minority publications and media entities. (The PHA may announce the opening and closing dates of the waitlist.) The PHA uses a single waiting list for admission to its Housing Choice Voucher program. Site-based list(s) for project-based assistance may be administratively established in accordance with HUD notices and other requirements.

Except for special admissions, applicants will be selected from the PHA waiting list in accordance with policies and preferences and income targeting requirements defined in this Administrative Plan. The waiting list contains the following information for each applicant listed:

- Applicant name
- Social Security Number
- Date of Birth
- Family unit size (number of bedrooms family qualifies for under PHA subsidy standards)
- Racial or ethnic designation of the head of household
- Annual (gross) family income
- Targeted program qualifications
- Qualification for any local preference

A preference does not guarantee admission to the program. Preferences are used to establish the order of placement on the waiting list. Every applicant must meet the PHA's selection criteria as defined in this Plan. An applicant's certification that they qualify for a preference will be accepted without verification during their pre-application period. When the family is selected from the waiting list for the determination of eligibility, the preference will be verified at the full application. The family must meet the waitlist preferences at the time the family is selected from the waitlist regardless of the amount of time the family has been on the waitlist.

Deconcentration and Wait List Procedures

The PHA's admission policy is designed to provide for deconcentration of poverty and income mixing by bringing higher income residents into lower income projects and lower income residents into higher income projects. Gross annual income is used for income limits at admission and for income-mixing purposes. Skipping of a family on the waiting list specifically to reach another family with a lower or higher income is not to be considered an adverse action to the family. Such skipping will be uniformly applied until the target threshold is met.

The PHA will gather data and analyze, at least annually, the resident characteristics of its public housing stock, including information regarding resident incomes, to assist in the PHA's deconcentration efforts. The PHA will use the gathered resident income information in its assessment of its public housing developments to determine the appropriate designation to be assigned to the project for the purpose of assisting the PHA in its deconcentration goals.

Admission policies related to the deconcentration efforts of the PHA do not impose specific quotas. Therefore, the PHA will not set specific quotas, but will strive to achieve deconcentration and income mixing in its developments. A preference does not guarantee admission to the program. Preferences are used to establish the order of placement on the waiting list. Every applicant must meet the PHA's selection criteria as defined in this policy.

The PHA's preference system will work in combination with requirements to match the characteristics for the family to the type of unit available, including units with targeted populations, and further deconcentration of poverty in public housing. When such matching is required or permitted by current law, the PHA will give preference to qualified families.

Site-Based Wait List Procedures (Public Housing)

If the PHA establishes site-based waiting lists, both current and new applicants may choose which site-based waiting list they wish to be placed on, regardless of their application site. When there are insufficient applicants on a site-based waiting list, the PHA will contact applicants on all other waiting lists who may qualify for the type of housing with insufficient applicants. "Insufficient applicants" on a list will be defined as not enough families to fill vacancies for at least three (3) months, based on anticipated turnover at the development.

Every reasonable action will be taken by the PHA to assure that applicants can make informed choices regarding the development(s) in which they wish to reside. The PHA will disclose information to applicants regarding the location of available sites, occupancy number and size of accessible units. The PHA will also include basic information relative to amenities such as day care, security, transportation, training programs, and an estimate of the period of time that the applicant will likely have to wait to be admitted to units of different types.

(2) Financial Resources

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Public Housing Operating Fund	\$2,900,000	Operations
Public Housing Capital Fund	\$1,800,000	Various
Other Federal Grants (list below)		
Annual Contributions for Section 8 Tenant-Based Assistance	\$95,537,672	Serves 11,000 low income families
2. Prior Year Federal Grants (unobligated funds only) (list below)		
2007 County CFP	\$112,711	Public Housing Maintenance Operation
2008 County CFP	\$925,899	Public Housing Maintenance Operation
2009 County CFP	\$2,471,077	Public Housing Maintenance Operation
3. Public Housing Dwelling Rental Income	\$2,500,000	Public Housing Operating Expenses
4. Other income (list below)		
Miscellaneous Income	\$19,000	Public Housing Operating Expenses
Miscellaneous Charges to Tenants	\$53,000	Public Housing Operating Expenses
4. Non-federal sources (list below)		
Total resources		

(3) Rent Determination.

Public Housing

Our PHA has established, for each dwelling unit in public housing, a flat rental amount for the dwelling unit, that:

- Is based on the market rental value of the unit, as determined by the PHA
- Is designed so that the rent structures do not create a disincentive for continued residency in public housing by families who are attempting to become economically self-sufficient through employment or who have attained a level of self-sufficiency through their own efforts

There shall review the income of families paying flat rent not less than once every three (3) years. Family composition will be reviewed annually for all families, including those paying flat rent. For a family paying flat rent there will be no utility deduction.

INCOME-BASED RENTS

The monthly Total Tenant Payment amount for a family shall be an amount, based on the total family income, as verified by the PHA that does not exceed the greatest of the following amounts:

- Thirty percent (30%) of the family's monthly-adjusted income
- Ten percent (10%) of the family's gross monthly income
- The PHA's Minimum TTP of fifty dollars (\$50)

Switching Rent Determination Methods Because of Hardship Circumstances

In the case of a family that has elected to pay the PHA's flat rent, the PHA shall within thirty (30) days provide for the family to pay rent in the amount determined under income-based rent, during the period for which such choice was made, upon a determination that the family is unable to pay the flat rent because of financial hardship, including:

- Situations in which the income of the family has decreased because of changed circumstances, loss or reduction of employment, death in the family, and reduction in or loss of income or other assistance
- An increase in expenses, due to a change of circumstance, in the family's expenses, such as increased medical costs, childcare, transportation, education, or similar items
- Such other situations as may be determined by the PHA

All hardship situations will be verified. Once a family switches to income-based rent due to financial hardship, the family must wait until its next annual recertification to select the type of rent. The rental policy developed by the PHA encourages and rewards employment and self-sufficiency.

Annual Reexamination: At time of recertification of the annual reexamination, the family will be sent a form from the PHA, on which the family will indicate whether they choose flat rent or income-based rent.

Housing Choice Voucher

The PHA will determine and document on a case-by-case basis that the approved rent is reasonable in comparison to rent for other comparable unassisted units in the market. This applies to all programs.

The PHA will not approve a lease until the PHA determines that the initial rent to owner is a reasonable rent. The PHA must reassess rent reasonability before any increase in the rent to owner. The PHA must also reassess rent reasonability if there is a five percent decrease in the published FMR in effect sixty days before the contract anniversary (for the unit size rented by the family) as compared with the FMR in effect one year before the contract anniversary.

The PHA must reassess rent reasonableness if directed by HUD and based on a need identified by the PHA's auditing system. The PHA may elect to reassess rent reasonableness at any other time. At all times during the assisted tenancy, the rent to owner may not exceed the reasonable rent as most recently determined or reassessed by the PHA

The owner will be advised that by accepting each monthly housing assistance payment s/he will be certifying that the rent to owner is not more than rent charged by the owner for comparable unassisted units in the premises.

If requested, the owner must give the PHA information on rents charged by the owner for other units in the premises or elsewhere. The PHA may request information on the owner's units elsewhere if:

- the PHA has cause to believe the owner charges higher rents to program participants, or
- needed for rent reasonableness on comparable units

The data for other unassisted units may be gathered from newspapers, realtors, professional associations, inquiries of owners, market surveys, and other available sources.

The market areas for rent reasonableness are zip codes/subdivisions/census tracts/neighborhoods within the PHA's jurisdiction. The following items may be used for rent reasonableness documentation:

- Size (number of Bedrooms/square footage)
- Location
- Quality
- Amenities (bathrooms, dishwasher, air conditioning, etc.)
- Housing Services
- Age of unit
- Unit Type
- Maintenance
- Utilities

Rent Reasonableness Methodology

The PHA uses an "appraisal" method and tests the subject unit against selected units with similar characteristics. Adjustments are made for differences between the subject unit and comparable units on the market.

The PHA maintains an automated database, which includes data on unassisted units for use by staff in making rent reasonableness determinations. The data is updated on an ongoing basis and purged when it is more than eighteen (18) months old.

(4) Operation and Management.

Public Housing

Public Housing Maintenance and Management policies and procedures include:

- Schedule of Fees and Charges
- Maintenance Procedures Manual
- Management Procedures Manual
- Admissions and Continued Occupancy Policy

Annually, according to a pre-arranged schedule or as required, the pest control technician and a representative of PHA will enter each residence to complete fumigation for the control of vermin and/or roaches, etc. Common pests (i.e., spiders, ants), not related to a large scale infestation, should be handled as part of a resident's upkeep of the unit.

Housing Choice Voucher

The PHA inspects each assisted unit annually at least fifteen days before the last annual inspection as required by SEMAP. If an additional room has been granted as a reasonable accommodation, at the annual inspection, the PHA will verify that the additional bedroom is being used as approved. If the additional bedroom is verified as not being used as intended, the voucher size may be reduced. "Reasonable Hours to Conduct an Inspection" are defined as the hours between 8:00 a.m. and 5:00 p.m. Inspections will be conducted only on business days unless authorized by the Assistant Director.

Inspection: The family and owner are notified of the date and time of the inspection appointment by mail or phone. If the family is unable to be present, they must reschedule the appointment so that the inspection is completed within seven days of the date originally scheduled for the inspection.

If the family misses two inspection appointments, the PHA will consider the family to have violated a family obligation and their assistance may be terminated. The family must allow the PHA to inspect the unit at reasonable times with reasonable notice. [24 CFR 982.551(d)] The owner must correct HQS

deficiencies that cause a unit to fail, unless the tenant is responsible for the repairs. For tenant-caused damages, the tenant must correct the repairs within the specified timeline. If the tenant fails to complete repairs timely, the PHA will consider the family to have violated a family obligation and their assistance may be terminated.

Inoperable smoke detectors are a serious health threat and are treated by the PHA as an emergency (24-hour) fail item. If the smoke detector is not operating properly the PHA will contact the owner by phone and request the owner to repair the smoke detector within twenty-four hours. The PHA will re-inspect the unit the following business day. If the PHA determines that the family has disconnected the smoke detector (by removing batteries or other means), the family will be required to repair the smoke detector within twenty-four hours and the PHA will re-inspect the unit the following business day. The PHA will also issue a warning to the tenant for HQS non-compliance. If the dwelling unit is occupied by any hearing-impaired person, smoke detectors must have an alarm system, designed for hearing-impaired person as specified in NFPA 72 (or successor standards.)

The owner is responsible for vermin infestation, even if caused by the family's living habits. If such infestation is serious and repeated, it may be considered a lease violation and the owner may evict for serious or repeated violation of the lease. The PHA may terminate the family's assistance on that basis. The inspector will make a determination of owner or family responsibility during the inspection. If the family is responsible, but the owner carries out the repairs, the owner may bill the family for the cost of the repairs and the family's file will be noted.

(5) Grievance Procedures.

Grievances shall be handled in accordance with the PHA's approved grievance procedures. The written grievance procedure is incorporated into this document by reference and is the guideline to be used for grievances and appeals.

Procedure for Review. A request for an informal review must be received in writing by the close of the business day, no later than the number of days from the date of the PHA's notification of denial. Example, a 14 day notice has a 14 day review. The informal review will be held within thirty (30) days from the date the request is received. The informal review may not be conducted by the person who made or approved the decision under review, nor a subordinate of such person. The applicant will be given the option of presenting oral or written objections to the decision. Both the PHA and the family may present evidence and witnesses. The family may use an attorney or other representative to assist them at their own expense. The review may be conducted by mail and/or telephone if acceptable to both parties. A notice of the review findings will be provided in writing to the applicant within fifteen (15) days after the review. It shall

include the decision of the reviewer, and an explanation of the reasons for the decision. All requests for a review, supporting documentation and a copy of the final decision will be retained in the family's file.

Housing Choice Voucher

INFORMAL REVIEW PROCEDURES FOR APPLICANTS

Reviews are provided for applicants who are denied assistance before the effective date of the HAP contract. The exception is that when an applicant is denied assistance for citizenship or eligible immigrant status, the applicant is entitled to an informal hearing.

When the PHA determines that an applicant is ineligible for the program, the family must be notified of their ineligibility in writing. The notice must contain:

- The reason(s) they are ineligible
- The procedure for requesting a review if the applicant does not agree with the decision
- The time limit for requesting a review

When denying admission for criminal activity as shown by a criminal record, the PHA will provide the subject of the record and the applicant with a copy of the criminal record upon which the decision to deny was based. The PHA must provide applicants with the opportunity for an informal review of decisions denying:

- Qualification for preference
- Issuance of a voucher
- Participation in the program
- Assistance under portability procedures
- Non-Citizen Eligibility

Informal reviews are not required for established policies and procedures and PHA determinations such as:

- Discretionary administrative determinations by the PHA
- General policy issues or class grievances
- A determination of the family unit size under the PHA subsidy standards
- Refusal to extend or suspend a voucher
- Voucher Expiration
- A PHA determination not to grant a request for tenancy
- Determination that unit is not in compliance with HQS
- Determination that unit is not in accordance with occupancy standards due to family size or composition

Procedure for Informal Review

A request for an informal review must be received in writing no later than ten days from the date of the PHA's notification of denial. The informal review will be scheduled within thirty days from the date the request is received. The informal review may not be conducted by the person who made or approved the decision under review, nor a subordinate of such person.

The applicant will be given the option of presenting oral or written objections to the decision. Both the PHA and the family may present evidence and witnesses. The family may use an attorney or other representative to assist them at their own expense. The review may be conducted by mail and/or telephone if acceptable to both parties.

A notice of the review findings will be provided in writing to the applicant within fifteen days after the review. It shall include the decision of the review, and an explanation of the reasons for the decision. All requests for a review, supporting documentation and a copy of the final decision will be retained in the family's file.

INFORMAL HEARING PROCEDURES

When the PHA makes a decision regarding the eligibility and/or the amount of assistance, applicants and participants must be notified in writing. The PHA will give the family prompt notice of such determinations, which will include:

- The proposed action or decision of the PHA;
- The family's right to an explanation of the basis for the PHA's decision.
- The procedures for requesting a hearing if the family disputes the action or decision;
- The time limit for requesting the hearing.
- To whom the hearing request should be addressed
- A copy of the PHA's hearing procedures

The PHA must provide participants with the opportunity for an informal hearing for decisions related to any of the following PHA determinations:

- Determination of the family's annual or adjusted income and the computation of the housing assistance payment
- Appropriate utility allowance used from schedule
- Family unit size determination under PHA subsidy standards
- Determination to terminate assistance for any reason.
- Determination to terminate a family's FSS contract, withhold supportive services, or propose forfeiture of the family's escrow account.
- Housing Assistance termination due to having been at zero HAP for 180 days.

The PHA must always provide the opportunity for an informal hearing before termination of assistance. Informal hearings are not required for established policies and procedures and PHA determinations such as:

- Discretionary administrative determinations by the PHA
- General policy issues or class grievances
- Establishment of the PHA schedule of utility allowances for families in the program
- A PHA determination not to approve an extension or suspension of a voucher term
- A PHA determination not to approve a unit or lease
- A PHA determination that an assisted unit is not in compliance with HQS (PHA must provide hearing for family breach of HQS because that is a family obligation determination)
- A PHA determination that the unit is not in accordance with HQS because of the family size
- A PHA determination to exercise or not exercise any right or remedy against the owner under a HAP contract.
- Voucher expiration

Procedure for Requesting an Informal Hearing for Participants

A request for an informal hearing must be received in writing no later than 15 days from the date of the PHA's notification of adverse action. The informal hearing will be scheduled within 45 days from the date the request is received.

If the complainant does not request an informal hearing within 15 days of the date of written notice, s/he waives his/her right to a hearing, and the PHA's proposed disposition of the grievance will become final. This section in no way constitutes a waiver of the complainant's right to contest the Authority's disposition in an appropriate judicial proceeding.

Notification of Informal Hearing

It is the PHA's objective to resolve disputes at the lowest possible level. The PHA will ensure that applicants and participants will receive all of the protections and rights afforded by the law and the regulations.

When the PHA receives a request for an informal hearing, a hearing shall be scheduled within 45 days from the date the request is received. The notification of hearing will contain:

- The date and time of the hearing
- The location where the hearing will be held
- The family's right to bring evidence, witnesses, legal or other representation at the family's expense

- The right to view any documents or evidence in the possession of the PHA upon which the PHA based the proposed action and, at the family's expense, to obtain a copy of such documents prior to the hearing. Requests for such documents or evidence must be received no later than 5 days before the hearing date.
- A notice to the family that the PHA will request a copy of any documents or evidence the family will use at the hearing. Requests for such documents or evidence must be received no later than 5 days before the hearing date.

The PHA's Hearing Process

After a hearing date is scheduled, the family may request to reschedule a hearing only upon showing "good cause," which is defined as an unavoidable conflict which seriously affects the health, safety or welfare of the family. Families have the right to:

- Present written or oral objections to the PHA's determination.
- Examine the documents in the file which are the basis for the PHA's action, and all documents submitted to the Hearing Officer;
- Copy any relevant documents at their expense;
- Present any information or witnesses pertinent to the issue of the hearing; except documents which the PHA has not been given at least a full business day to examine (to include making a copy at PHA expense), at PHA offices, prior to the hearing. Such documents should not be left in drop boxes and must clearly be marked as Hearing Documents. In accordance with 24 CFR 982.555, if the family does not make the document available for examination on request of the PHA, the family may not rely on the document at the hearing.
- Request that PHA staff be available or present at the hearing to answer questions pertinent to the case; and
- Be represented by legal counsel, advocate, or other designated representative at their own expense.

If the family requests copies of documents relevant to the hearing, the PHA will make the copies for the family and assess a reasonable fee. In no case will the family or their representative, including legal counsel, be allowed to remove the file from the PHA's office. In addition to other rights, the PHA has a right to:

- Present evidence and any information pertinent to the issue of the hearing;
- Be notified if the family intends to be represented by legal counsel, advocate, or another party;
- Examine and copy any documents to be used by the family prior to the hearing;
- Have its attorney present; and
- Have staff persons and other witnesses familiar with the case present.

The informal hearing shall be conducted by the Hearing Officer appointed by the PHA who is neither the person who made or approved the decision, nor a subordinate of that person. The PHA appoints only qualified hearing officer(s). The hearing shall concern only the issues for which the family has received the opportunity for hearing.

Evidence presented at the hearing may be considered without regard to admissibility under the rules of evidence applicable to judicial proceedings. Evidence not presented at the time of the hearing may not be accepted, unless such evidence was unavailable at the time of the hearing due to circumstances beyond the client's control. The decision to allow evidence not available at the time of the hearing will be decided at the hearing officer's discretion. The opposing party will always be given an opportunity to submit a written or oral response. No documents may be presented which have not been provided to the other party before the hearing if requested by the other party. "Documents" includes records and regulations.

The Hearing Officer(s) may ask the family for additional information and/or might adjourn the hearing in order to reconvene at a later date, before reaching a decision. The hearing may be conducted by mail and/or telephone if acceptable to both parties. If the family misses an appointment or deadline or is more than 15 minutes late for an appointment, they will be required to show "good cause" (as defined in the Glossary) or the action of the PHA shall take effect and another hearing will not be granted.

The Hearing Officer(s) will determine whether the action, inaction or decision of the PHA is legal in accordance with HUD regulations and this Administrative Plan based upon the evidence and testimony provided at the hearing. Factual determinations relating to the individual circumstances of the family will be based on a preponderance of the evidence presented at the hearing. A notice of the hearing findings shall be provided in writing to the PHA and the family within 14 days and shall include:

- A clear summary of the decision and reasons for the decision;
- Notice that the Code of Civil Procedure, Sec 1094.6 governs the time within which judicial review must be sought.
- The date the decision goes into effect.
- If the PHA's decision is upheld by the Hearing Officer, a notice of termination of subsidy will be sent effective 30 days from the date of the notice.

The PHA is not bound by hearing decisions:

- Which concern matters in which the PHA is not required to provide an opportunity for a hearing;
- Which conflict with or contradict HUD regulations or requirements;
- Which conflict with or contradict Federal, State or local laws; or
- Which exceed the authority of the person conducting the hearing.

The PHA shall send a letter to the participant if it determines the PHA is not bound by the Hearing Officer(s)'s determination within ten days. The letter shall include the PHA's reasons for the decision. All requests for a hearing, supporting documentation and a copy of the final decision will be retained in the family's file.

(6) Designated Housing for Elderly and Disabled Families

- 1) development name and number; **Rio Gardens, CA007000202**
- 2) designation type; **Elderly/Disabled**
- 3) application status; **Approved**
- 4) date the designation was approved, submitted, or planned for submission, and; **5/21/08**
- 5) the number of units affected, **68**

(7) Community Service and Self-Sufficiency.

(1)The PHA coordinates, promotes and provides programs to enhance the economic and social self-sufficiency of residents.

PHA Coordination with the Welfare (TANF) Agency

Coordination efforts between the PHA and TANF agency include:

- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program

Services and programs offered to residents and participants

The discretionary policies the PHA will employ to enhance the economic and social self-sufficiency of assisted families include:

- Public housing rent determination policies
- Public housing admissions policies
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Economic and Social self-sufficiency programs

(2) Family Self-Sufficiency Action Plan

The Family Self-Sufficiency Program (FSS) offers the Housing Authority of the County of Sacramento the opportunity to continue our existing program of coordinating job training, housing, childcare, and supportive services aimed at assisting very low-income families toward self-sufficiency. All of our required program elements are in place and we are administering an effective Family Self-Sufficiency Program. Our existing Family Self-Sufficiency Program

Coordinating Committee is very active and consists of homeownership services, childcare, job training, social services, educational and private sector professionals, including two program participants who provide service coordination, monitoring and review of program performance.

GOAL AND OBJECTIVES

The overall goal of Family Self-Sufficiency is:

- To enable low-income families to become economically independent of government assistance program
- To initiate and instill the concepts of self-empowerment into Family Self Sufficiency through educational training, the employment development arena and other supportive service organizations
- To get and maintain suitable employment

The objectives of the Family Self-Sufficiency are:

- To utilize and combine existing public, private resources, and community-base organizations with innovative strategies in a way that promotes economic self-sufficiency within the very low-income family. Very low-income is defined as families qualifying for public assistance through General Assistance, TANF, food stamps; families underemployed receiving less than the very low-income median as established by HUD; or unemployed families
- To integrate the Public Housing Programs with other public and private benefit programs to assist families in achieving independence from government assistance or earning a wage higher than the very low income median figures as established by HUD
- To create a solid framework for providing rental assistance while furthering educational training and employment skills development. This will enable the family to rise above present levels of education and/or employment without undue concern for the welfare and safety of the family and encourages commitment to personal growth with the possibility of continuing successes throughout the families lives
- To implement "Family Self-Sufficiency" in a manner which limits errors and maximizes resources. Also, to ensure that results are in line with local objectives and they serve as a model for other communities

I. NUMBER OF ELIGIBLE PARTICIPATING FAMILIES TO RECEIVE SUPPORTIVE SERVICES

The voluntary FSS program does not have allotted slots. Since 1992 the Authority has offered the FSS program to all of its public housing and HCV residents. Currently there are 24 public housing residents participating in the program. The Authority will continue to offer the program to all public housing

residents. Currently there are approximate 3,600 residents residing in public housing.

II. PROGRAM ACTIVITIES AND SUPPORTIVE SERVICES AND RESOURCES

For very low-income families, the transition from Temporary Assistance for Needy Families (TANF) assistance to economic self-sufficiency depends on obtaining meaningful career oriented employment; that will result in wages exceeding their current monthly income. Furthermore, training, housing, childcare and transportation must be made available, financially feasible and geographically convenient. The Family Self-Sufficiency Program has incorporated all of the following activities and services into a comprehensive package that is accessible to all program participants (as incorporated in each participant's Individual Training and Service Plan (ITSP)):

- Housing Assistance
- Monthly Workshops
- Support Groups
- Employment Assistance
- Homeownership
- Education
- Scholarships
- Monitoring of Client Progress
- Personal and career counseling
- Child care assistance

A. Housing Assistance

Eligibility for the FSS Program is, first come, first serve, for public housing residents.

B. Monthly Workshops

There is a mandatory monthly FSS General Meeting that includes a workshop as part of the general meeting. The FSS staff coordinates the general meetings and guest presentations. The FSS general meeting/workshop is held in the Commission Room, a large centralized downtown conference room accessible by public transportation.

The workshops are conducted free of charge. Presentations may include: employment services at a One Stop Career Center; Career opportunities /support services at City colleges; Self-esteem; Tax Preparation; Income Tax Credit service; Adult education classes; Time Management; Stress Management; Energy Conservation; Successful Budgeting; Women's Rape Prevention & Sexual Assault Workshop; Interviewing Techniques – What The Employer is Looking for –

Applications and Resumes; Parenting and many others. The workshops are offered on a monthly basis during the evening once a month; and are developed to create an environment where interaction between presenters and participants is encouraged. Guest lecturers from the public and private sectors volunteer to make presentation; and many continue to participate. Program Coordinating Committee members are actively involved, by making presentations or sending a representative.

FSS participants are also required to attend a workshop, of their interest, on a monthly basis. Individual workshops may vary from self-help groups like AA, weight watchers, homeownership sessions, computer classes and college courses. Any workshop/class that increases an individual's growth is encouraged.

C. SUPPORT GROUPS

Support groups are available to the participants. Most of the organizations sponsoring the workshops, noted above, provide support services; as well as the County's Department of Human Assistance (TANF), Health and Human Services and One-Stop Career Centers (Attached is a list of community agencies and organizations available to our residents). In addition, successful FSS graduates have formed an Alumni Support Group. The former participants make presentation to the groups and are available as mentors for the FSS participants.

D. Employment Assistance

FSS Coordinators will spend a designated portion of their time at alternating SETA centers in order to promote the FSS Program and support current FSS members in their job search; appropriate referrals will be made to job training and placement programs. In coordination with SHRA's Employment Services Program, appropriate referrals will be made to job training and placement programs. These programs provide an array of services including vocational education training, on-the-job training, and direct placement in both the public and private sectors. The Program Coordinating Committee (PCC) has received firm commitments from various entities in this service delivery area including:

The Sacramento Employment and Training Agency (SETA)

As the local administrator of the Work Force Investment Act (WIA) in Sacramento County, SETA provides direct and subcontracted training services under the direction, of the Work Force Investment Board (WIB). This includes vocational classroom training, private sector on-the-job training placement and job search services. Many Family Self-Sufficiency participants are eligible to receive the majority of these services. The entry vehicle to all the different individual training and scholarships are the

Sacramento Works One Stop Career Centers, located throughout the County.

SACRAMENTO WORKS One-Stop Career Centers are one-stop locations for training, employment and social services. It is a collaborative of over forty government agencies, school districts, colleges/universities and community based organizations. The mission of Sacramento Works is to connect job seekers to employers by providing universal access to information through a One Stop Career Center system that integrates academic, vocational training, job training, employment, and social services.

Temporary Assistance for Needy Families (TANF) a Federal Program

The Sacramento County Department of Human Assistance (DHA) administers the Temporary Assistance for Needy Families program for Sacramento County welfare recipients. The purpose of TANF is to provide assistance to needy families with children so they can be cared for in their own home, and to reduce dependency by promoting job preparation and work. Participants in this program receive assessment testing, vocational and educational training, and/or placement services with public and private sector employers. In addition to these direct Services, TANF also offers its client's child care and transportation subsidies. It is anticipated that the bulk of Sacramento's Self-Sufficiency Program participants will be Clients of TANF.

Cal-Works in California extends additional social service support to needy families that TANF does not require. *Cal-Works* can also extend time period to families working on their goals.

Sacramento Housing and Redevelopment Agency (SHRA)

Of particular significance among the many programs administered by SHRA, is the State Enterprise Zone Program and Employment Services Program. Family Self-Sufficiency Program participants will receive employment counseling, referral, and placement, by accessing the Employment Services Program. SHRA is also the parent organization for the Housing Authority.

State of California Employment Development Department

The State of California Employment Development Department (EDD) is active with the SHRA Employment Services Program. EDD has program participants with direct access to employers within the Sacramento Business Community and further has the ability to determine job openings, and make referrals throughout the state.

E. Homeownership

Included in the Family Self-Sufficiency Program is the goal of providing families the opportunity of homeownership, which many participants feel is the ultimate achievement in economic independence. The Section 8 Homeownership program encourages families to work with Authority partners to obtain financing and home counseling and to use their escrow accounts for down payments. Through SHRA there is also a First-Time HomeBuyer Program that provides financial assistance towards a down payment and closing costs.

F. Education

Family Self-Sufficiency will be integrated with current career counseling, job training, job placement, and on- the-job training services in existing programs through local school districts, community organization, local community colleges and universities. The FSS Program, through its Program Coordination Committee, has the ability to develop or access other unique programs should the need arise. Available local educational opportunities include:

- Adult Education (School Districts and Community Organizations)
- General Education Development (Development) Program
- Sacramento City College
- America River College
- Consumnes River College
- Sacramento State University
- University of California at Davis (UCD)
- UCD Medical Center
- Heald College
- Numerous Businesses and Job Training Schools

G. Scholarships

It is proposed that the Program Coordinating Committee and program staff work with private industry to develop a scholarship program for Family Self-Sufficiency participants. Funds would be donated by the private industry to by used for start-up expenses may include school texts, supplies, and uniforms for certain job training positions or on –the- job training positions such as in laboratories, hospitals or industrial jobs. The Program Coordinating Committee, on a case-by-case basis, could approve other incidental expenses.

H. Monitoring of Clients Progress

The FSS Program Coordinating Committee recognizes program monitoring as essential to successful implementation. Family Self-Sufficiency program staff, in coordination with designated referring agency carries out the majority of the monitoring responsibilities. These responsibilities include providing weekly support contacts with program participants assisting in the removal of barriers that might impede the progress of the participants and providing the Program Coordinating Committee with a quarterly update/monitoring report on all participants recruited, enrolled, assisted, placed or terminated from the FSS program.

In addition to guiding the progress of clients while they are in job training, clients are offered the opportunity to continue participating in the support programs/workshops for up to two years after employment. Also, to identify difficulties that might threaten a family with a return to the cycle of public dependence. In such cases, specific services are made available to support continued progress toward self-sufficiency. Thus, Family Self-Sufficiency's commitment to each participating family does not end at job placement. Follow-up and job retention assistance is considered vital to our program's success.

I. Personal and Career Counseling

Counseling and personal development training is provided and coordinated for program participants by the Program Coordinator, as well as by staff of agencies within the FSS network. Using case management techniques, the Program Coordinator works closely with the participant, and professional staff involved, insuring that: 1) the goals set are realistically achievable by the participant; 2) the training, education, and/or employment sought by the participants are consistent with their overall goals; and 3) all staff involved work in a concerted and coordinated effort. In addition to this, the Program Coordinator works closely with participants to take advantage of an array of other free services. Such services include general consumer information, home ownership counseling, support group discussions, financial counseling, pre-employment and job retention skill training.

J. Child Care Assistance

Childcare assistance is available through several sources depending on the client's situation. For example; 1) A Cal-Works participant may receive fully subsidized childcare assistance while in a pre-approved education or training program. Additionally, a Cal-Works client is eligible to receive transitional childcare assistance for up to two years after obtaining full-time employment. 2) Programs include childcare assistance as a supportive service for those in training. 3) Child Action, Inc., through a contract with Sacramento County DHA, provides their Resources and Referral Program and Alternative Payment Program. They provide

subsidized childcare assistance to low income county residents who are in school, training or working.

III. IDENTIFICATION OF NEED AND DELIVERY OF SERVICES

Subsequent to a group orientation and a FSS participant's lease in subsidized housing, the Program Coordinator will schedule an appointment with the participant to develop an initial needs assessment of education, vocational interest and job aptitude. This information combined with the participants past education, work history, and any other relevant issues will be utilized to develop an Individual Training and Service Plan (ITSP) which will be incorporated into the Contract of Participation. Referrals to education, training and employment will be based on this plan and ensuing progress.

The ITSP and the Needs Assessment will assist in determining the various supportive services required, (i.e. childcare assistance, transportation, etc.). The delivery of the services will be coordinated by the FSS Program Coordinator and facilitated through the interagency Memorandum of Understanding which includes the Sacramento Employment and Training (SETA), the local administrator of the Work Force Investment Board (WIB) and SACRAMENTO WORKS One Stop Career Centers.

The SETA One-Stop Career Centers will provide the opportunity for FSS participants to enroll in a wide variety of subsidized training programs and receive additional job placement assistance. The TANF Program will provide services through federal assistance. Child Action Inc., the local state designated Resource and Referral Agency, provides beneficial child care resources, and additionally, administers the State Department of Education's. Alternative Payment Program in which childcare is subsidy based on income.

IV. PUBLIC AND PRIVATE RESOURCES

A. Program Coordinating Committee (PCC)

As requested by HUD, a Program Coordinating Committee has been established to coordinate and advise in the planning, implementation and evaluation of the Family Self-Sufficiency Program. Members of the Committee are representatives of the agencies listed below.

- Sacramento Housing and Redevelopment Agency (SHRA) Sacramento County Department of Human Assistance (DHA) Work Force Investment Board (WIB); Sacramento Employment and Training Agency (SETA)

- SACRAMENTO WORKS ONE STOP CAREER CENTERS
- Two Participants from the FSS Program
- School Unified School District
- Sacramento City College
- Volunteer Charity
- Financial Institution
- Homebuyers Program Representative

The individuals above represent key players involved in the present referral network. Their participation has provided an excellent networking relationship with the majority of private, educational resources on a local basis.

The PCC, in addition to approving final program policies and client selection procedures, will act in the capacity of an appeals board and evaluates on-going case status. Necessary program changes or modifications required throughout the duration of the program will be brought before the PCC. Those requiring final approval from HUD will then be forwarded to HUD.

B. Private Resources

The success of the Sacramento Family Self-Sufficiency Program is enhanced by its connection to private-sector opportunities vis-a-vis the involvement of the Redevelopment Agency's Enterprise Zone Program, Raley's food stores, TARGET stores and local banking institutions that donate or provide services to the FSS participants.

C. Public Support

Public organizations have joined the PCC and continue to make a substantial commitment of resources to the Family Self-Sufficiency Program. A brief description of the participating organizations and their role in the Family Self Sufficiency Program follows:

Sacramento Housing and Redevelopment Agency (SHRA)

Sacramento Housing and Redevelopment Agency (SHRA) is a joint powers agency for the City and County of Sacramento which provides housing, redevelopment, economic development, and community service. SHRA is comprised of the City and County Housing Authorities, and City and County Redevelopment Agencies. SHRA as a legal entity provides community/social services to targeted populations of the Housing Authorities and Redevelopment Agencies.

SHRA offers an array of support services to tenants of its public housing and FSS program participants via direct service, partnerships and contracts. Services include emergency shelter, transitional housing, employment services, alcohol and drug counseling and services coordinators. The multifaceted approach of SHRA provides a mechanism for efficiently coordinating the resources of these programs to directly assist very low-income households towards economic self-sufficiency. These efforts will be directed toward the FSS participating families. Clients participating in the FSS program will be provided with direct assistance to find housing, childcare and support services throughout the City and County. For housing, every effort will be made to help clients find suitable units throughout the area to encourage economic integration of neighborhoods.

Temporary Assistance for Needy Families (TANF) a federal program and Cal-Works a state program

The Cal-Works Program, a state-mandated program, provides case management, training, and employment and support services to eligible recipients. Sacramento County Department of Human Assistance (DHA) administers the TANF program for Sacramento County welfare recipients. Services available to TANF participants include:

- Identifying and enrolling eligible applicants into Cal-Works where appropriate;
- Exchanging information on progress and status of Cal-Works/Family Self-Sufficiency clients;
- Subsidizing child care, transportation, and other essential needs in conjunction with training or employment; and
- Providing direct vocational assessment services, vocational training, and educational opportunities;

Child Action, Inc.

Child Action, Inc. is the local state designated childcare resource and referral non-profit agency in the Sacramento region. Child Action also administers the state funded Alternative Payment Program which is utilized to provide payment subsidies to low-income area residents. Child Action makes available the following services:

- Free childcare referral to licensed childcare programs in Sacramento County;
- Opportunities for state subsidized childcare services;
- Local and state advocacy for adequate, quality child care services

- Education and information on a variety of issues for parents and childcare providers through articles in Child Action's newsletter and through designated programs; and
- Continuation of coordinating and development of quality childcare services for very low-income families in Sacramento County.

Transportation

Public transit is one means of transportation for the participants. Regional Transit staff is working with the Family Self-Sufficiency Program Coordinators to identify specific transit routes that serve program target areas so that the information can be made available to program counselors and clients. Regional Transit staff is available to identify conditions under which program clients can take advantage of discount fares. Many of the participating job-training programs provide free transit ticket books to clients. Car pooling and discount transit fare opportunities are also coordinated through the program.

V. PROGRAM SCHEDULE

Monthly Workshops	On-going
General Meeting	Monthly
Recruitment Letters	On-going
Individual Assessment and Employability Development Plan	On-going
Alumni Support Group	On-going
Fund raiser	Yearly
Social Activities (summer and Holiday activity)	Yearly
Scholarship information	Yearly
Newsletter	Monthly
Referrals to HCV homeownership Program	On-going

VI. COORDINATION OF SERVICE/NON DUPLICATION

SHRA certifies that the development of services and activities under the FSS program have been coordinated for non-duplication of services. The PCC, representing many of the mandated groups, will assure that program implementation will continue to be coordinated in order to avoid duplication of services and activities.

VII. DESIGNATION OF THE NUMBER OF UNITS FOR FSS PROGRAM BY BEDROOM SIZE AND PROGRAM TYPE

The number of public housing units determines the Family Self-Sufficiency Program size. All residents of the approximate 3,000 units are eligible to participate in the program.

VIII. SELECTION OF FSS PARTICIPANTS

The FSS wait list shall be established in a first come first serve basis. All interested parties will be sent an application packet. All unemployed or under employed FSS applicant will require a SETA FSS Form, along with their application. SETA FSS Forms will be obtained and filled out by a SETA job counselor. Return of the completed application packet will determine placement on the wait list as follows:

- Participants are selected from the FSS wait list.
- In the event that there is an insufficient number on the FSS wait list; participants are selected from current public housing residents.
- In event the FSS applicants wait list and resident population is exhausted, participants will be selected from the existing wait list starting with the date and time of application, federal preference, etc
- All FSS contracts of participation will have a requirement that the family must utilize their public housing unit in order to maintain their FSS eligibility.

IX. SELECTION FROM PUBLIC/INDIAN HOUSING LIST

Prior to September 30, 1992 on a volunteer basis, Public Housing residents have the opportunity to participate in workshops and support services for the Family Self-Sufficiency Program. The selection process is the same as noted above in Section IX. However, these families will not be issued a HCV voucher unless they qualify for the HCV Homeownership program.

XI. TERMINATION OF PARTICIPATION POLICY AND GRIEVANCE PROCEDURE

SHRA will adopt a policy of termination of participation and will apply it pursuant to meeting one or more of the following conditions:

- Mutual consent of the parties participating
- Failure of a participating family to honor the terms of the contract
- A participating family's achieving self-sufficiency
- Expiration of the term of the contract and any extension thereof
- A participating family's withdrawal from the Family Self-Sufficiency program
- By such other act as is deemed inconsistent with the purpose of the Family Self-Sufficiency program
- Contract terminated if over FSS income limits, or if 30% of monthly adjust income is over Fair Market rent for eligible size of the unit.
- By operation of law

XIII. GRIEVANCE PROCEDURES

The appeals board consists of the Coordinator for the Family Self-Sufficiency Program, and members of the Program Coordination Committee. An appeals form has been designed for the Family Self-Sufficiency participant to request an appeals process and submit. All participants will be made aware of their grievance rights. The Housing Authority will apply the same policies and procedures for all ongoing operations as described in the Occupancy Policy for the Public Housing Program and Administrative Plan for the Housing Choice Voucher Program.

(3) The performance of eight (8) hours per month may be either volunteer work or self-sufficiency program activity, or a combination of the two.

Community Service – volunteer work, which includes, but is not limited to:

- Work at a local institution including but not limited to: school, child care center, hospital, hospice, recreation center, senior center, adult day care center, homeless shelter, indigent feeding program, cooperative food bank, etc.
- Work with a non-profit organization that serves PHA residents or their children such as: Boy Scouts, Girl Scouts, Boys or Girls clubs, 4-H program, PAL, Garden Center, Community clean-up programs, beautification programs, other youth or senior organizations
- Helping neighborhood groups with special projects
- Working through resident organization to help other residents with problems, serving as an officer on a Resident Committee, serving on the Resident Advisory Board
- Caring for the children of other residents so that they may volunteer

Self-Sufficiency Activities – activities that include, but are not limited to:

- Job readiness or job training programs
- GED classes
- Substance abuse or mental health counseling
- English proficiency or literacy (reading) classes
- Apprenticeships
- Budgeting and credit counseling
- Any kind of class that helps a person toward economic independence
- Full time student status at any school, college or vocational school
- Work at a local institution including but not limited to: school, child care center, hospital, hospice, recreation center, senior center, adult day care center, homeless shelter, indigent feeding program, cooperative food bank, etc.
- Work with a non-profit organization that serves PHA residents or their children such as: Boy Scouts, Girl Scouts, Boys or Girls clubs, 4-H program, PAL, Garden Center, Community clean-up programs, beautification programs, other youth or senior organizations

- Helping neighborhood groups with special projects
- Working through resident organization to help other residents with problems, serving as an officer on a Resident Committee, serving on the Resident Advisory Board
- Caring for the children of other residents so that they may volunteer

(8) Safety and Crime Prevention.

The PHA's plan for safety and crime prevention ensures the safety of the public housing residents. The need for measures to ensure the safety of public housing residents include 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, and 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.

The crime prevention activities conducted or to be conducted by the PHA are 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, installation of security cameras, campus card access device installation, criminal background checks will be performed on existing residents on a random basis and a targeted area with reported problems.

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, and agreement between PHA and local law enforcement agency has been established for provision of above-baseline law enforcement.

(9) Pets.

This pet policy is to establish the PHA's policy for ownership of pets in elderly, disabled and family housing 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. The pet policy is designed to protect both pet owners and non-pet owners, and to ensure the animals receive responsible care. The policy applies to all pets kept in PHA housing. The rules adopted are reasonably related to the legitimate interest of the PHA to provide a decent, safe and sanitary living environment for all residents, to protect and preserve the

physical condition of the premises, and to protect the financial interest of the PHA.

(10) Civil Rights Certification, 24 CFR Part 903.7 9 (o)

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

The PHA certifies that it examines its programs and proposed programs to identify any impediments to fair housing choice within its programs, addresses these impediments in a reasonable fashion in view of the resources available, works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing, and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.

(11) Fiscal Audit, 24 CFR Part 903.7 9 (p)

The most recent fiscal year audit is located at:

<http://www.shra.org/Content/AboutSHRA/Departments/Finance/2008CAFR.pdf>

(12) Asset Management, 24 CFR Part 903.7 9 (q)

The agency will carry out its asset management functions with respect to the public housing inventory of the agency. The agency will continue to plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory. The asset management activities the PHA will undertake include development-based accounting, project-base vouchers and comprehensive stock assessment.

(13) Violence Against Women Act (VAWA).

The PHA works in partnership with WEAVE to provide services to child and adult victims of domestic violence, dating violence, sexual assault, or stalking. WEAVE is a primary provider of crisis intervention services for survivors of domestic violence and sexual assault in Sacramento County. It is WEAVE's mission to bring an end to domestic violence and sexual assault in partnership with our community. WEAVE's vision is a community free of violence and abuse. At WEAVE we believe that crisis intervention services are only part of the solution.

The PHA also works in partnership with Domestic Violence Intervention Center (DVIC) to provide services to child and adult victims of domestic violence, dating violence, sexual assault, or stalking. The goals of DVIC are to help victims of domestic violence and their children become survivors, educate the community about domestic violence, and help stop the cycle of domestic violence.

The PHA developed a Violence Against Womens Act (VAWA) Policy to reduce domestic violence, dating violence, and stalking and to prevent homelessness by:

- (a) protecting the safety of victims;
- (b) creating long-term housing solutions for victims;
- (c) building collaborations among victim service providers; and
- (d) assisting PHA to respond appropriately to the violence while maintaining a safe environment for PHA, employees, tenants, applicants, Housing Choice Voucher participants, program participants and others.

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

(a) **Hope VI or Mixed Finance Modernization or Development.** None at this time.

(b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act:

Development name: **County of Sacramento; Walnut Grove**

Development (project) number: **CA007000205**

Activity type: **Disposition**

Application status: **Planned application**

Date application approved, submitted, or planned for submission: **01/01/2011**

Number of units affected: **8**

Coverage of action: **Total development**

Timeline for activity: **120 days of projected end date of activity**

(c) **Conversion of Public Housing.** None at this time.

(e) **Homeownership.** None at this time.

(f) **Project-based Vouchers.** None at this time.

8.0 Capital Improvements.

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report.

See Attachment 1

8.2 Capital Fund Program Five-Year Action Plan

See Attachment 2

8.3 Capital Fund Financing Program (CFFP).

The PHA does not propose to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.

9.0 Housing Needs

Housing Needs of Families in the Jurisdiction (County of Sacramento) by Family Type							
Family Type	Over all	Afford-ability	Sup ply	Qual ity	Acce ss-ibility	Size	Loca -tion
Non-Elderly Income <= 30% of AMI	26,395	5	n/a	4	3	4	5
Non-Elderly Income >30% but <=50% of AMI	20,426	5	n/a	4	3	4	5
Non-Elderly Income >50% but <80% of AMI	28,556	4	n/a	3	2	3	4
Non-Elderly Subtotal	75,377						
Elderly Income <= 30% of AMI	3,872	5	n/a	3	5	1	5
Elderly Income >30% but <=50% of AMI	2,410	5	n/a	3	5	1	5
Elderly Income >50% but <80% of AMI	1,678	5	n/a	3	4	1	4
Elderly Subtotal	7,960						
Total Non- Elderly and Elderly Income <= 30% of AMI	20,802	5	n/a	4	4	4	5
Total Non-	13,834	5	n/a	4	4	4	5

Housing Needs of Families in the Jurisdiction (County of Sacramento) by Family Type							
Family Type	Over all	Affor d- abilit y	Sup ply	Qual ity	Acce ss- ibility	Size	Loca - tion
Elderly and Elderly Income >30% but <=50% of AMI							
Total Non- Elderly and Elderly Income >50% but <80% of AMI	16,256	4	n/a	3	3	3	4
Grand Total	50,892						
Individual with Disabilities	84,630 person s	5	n/a	5	5	N/A	4
Black Non- Hispanic Households	10,090	5	n/a	5	4	5	5
Hispanic Households	9,470	5	n/a	5	4	5	5
White Non- Hispanic Households	14,365	4	n/a	3	3	4	4
Other households (total households minus white, black and Hispanic households	16,967	n/a	n/a	n/a	n/a	n/a	n/a

Housing Needs of Families on the Waiting List As of 7/14/09	
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:	

Housing Needs of Families on the Waiting List

As of 7/14/09

	# of families	% of total families	Annual Turnover
Waiting list total	10,301		
Extremely low income <=30% AMI	7,731	75	
Very low income (>30% but <=50% AMI)	2,378	23.1	
Low income (>50% but <80% AMI)	159	1.5	
Families with children	3,774	36.6	
Elderly families (<i>Head of Household age 62 and older</i>)	2,046	19.9	
Families with Disabilities (<i>Includes all families where one or more members are disabled.</i>)	6,551	63.6	
Race / American Indian or Alaska Native	398	3.9	
Race/Asian	956	9.3	
Race/Black or African American	4064	39.5	
Pacific Islander	112	1.1	
Race/Native Hawaiian /other	N/A	N/A	
Race / White	3,448	33.4	
Race / Unknown / no response	1,683	16.3	
EthniCounty / Hispanic	1,239	12	
EthniCounty / Non- Hispanic	9,052	87.9	

Housing Needs of Families on the Waiting List			
As of 7/14/09			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	4253	43.7%	
2 BR	2711	27.9%	
3 BR	2085	21.4%	
4 BR	545	5.6%	
5 BR	104	1.1%	
5+ BR	30	0.3%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
How long has it been closed (# of months)? 37 months			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

9.1 Strategy for Addressing Housing Needs.

The County of Sacramento Housing Authority strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year includes the follow:

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

- 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
- Apply for Project-Based Vouchers
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

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

- 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.

Strategy 3: Target available assistance to families at or below 30 % of AMI:

- Adopt rent policies to support and encourage work

Strategy 4: Target available assistance to families at or below 50% of AMI:

- Adopt rent policies to support and encourage work

Strategy 5: Target available assistance to the elderly:

- Apply for special-purpose vouchers targeted to the elderly, should they become available

Strategy 6: Target available assistance to Families with Disabilities:

- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Affirmatively market to local non-profit agencies that assist families with disabilities

Strategy 7: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs

(10) Additional Information

(a)Progress in Meeting Mission

The Housing Authority of the County of Sacramento continues to increase the availability of safe, decent, affordable and suitable housing free from discrimination.

Progress in Meeting Goals

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

Progress: The Housing Authority of the City of Sacramento has applied for and received additional vouchers, such as Rental Assistance to Non Elderly Disabled Families. The PHA continues to apply for other funding to leverage the rehabilitation of our public housing.

Goal: Improve the quality of assisted housing

Progress:

- The PHA is identifying and implementing systems that will prepare it for PHAS physical inspections.
- The PHA continues to use Capital Funds to rehabilitate and modernize its public housing developments.
- The PHA is reorganizing its departments and staff to work on effectively and efficiently improve the quality of its public housing developments.

Goal: Increase assisted housing choices

Progress:

- The Housing Authority continues to research the feasibility of changes to vouchers, homeownership, site based waiting lists, and conversion to vouchers in an effort to maximize its public housing and increase quality of housing of low-income residents.

Goal: Improve community quality of life and economic vitality

Progress:

- The PHA has a database that monitors the income levels for each public housing development.
- The PHA currently provides job training and other supportive services to assist in improving the income of residents.
- The PHA is assessing community improvements through community involvement at specific sites and identifying alternative approaches to public safety.

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

Progress:

- The PHA has applied for a Public Housing Family Self Sufficiency Coordinator to continue to provide residents with a variety of programs and support services to promote self-sufficiency. Programs and services offered to residents include: job readiness, GED completion, computer literacy, family counseling, after-school programs, and health services.
- The PHA will continue to expand services pending the availability of financial resources and awarding of funds for coordinator positions.
- The PHA continues to operate a Family Self-Sufficiency program for public housing residents.

Goal: Ensure Equal Opportunity in Housing for all Americans

Progress:

- The PHA has continues to undertake affirmative measures to ensure that access to assisted housing is provided regardless of race, color, religion, national origin, sex, familial status, and disability.
- The PHA continues to attend Fair Housing workshops to insure that fair housing efforts continue to be implemented.

(b) Significant Amendment and Substantial Deviation/Modification

The PHA will consider the following to be significant amendment or substantial deviation/modification of the Annual Plans for the Housing Authority of the County of Sacramento from the 5 Year Plans if we make changes to: resident admissions and continued occupancy policy; resident screening policy; public housing rent policies; the organization of the waiting list; the use of funds under the Capital Fund; and demolition, disposition, designation, or conversion activities..

If a significant amendment and/or substantial deviation/modification occurs the public process will include: consultation with the Resident Advisory Board, a public comment period, public notification of where and how the propped change ca be reviewed, and the approval by the Housing Authority Boards.

(c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance.

N/A