



REPORT

DATE ISSUED: February 18, 2005

ITEM 100

REPORT NO.: HCR05-16
For the Agenda of February 25, 2005

SUBJECT: FY06 Annual Agency Plan (Citywide)

SUMMARY

Issue No. 1: Should the Housing Commission approve the FY06 Annual Agency Plan as outlined in Attachment 1 and as required by the Department of Housing and Urban Development (HUD)?

Recommendation No. 1: That the Housing Commission approve the FY06 Annual Agency Plan (Attachment 2) and authorize its transmittal to HUD by the Chief Executive Officer.

Issue No. 2: Should the Housing Commission approve the proposed revisions to the Section 8 Administrative Plan?

Recommendation No. 2: That the Housing Commission approve the proposed revisions to the Administrative Plan that details operation of the Section 8 program, described in Attachment 3.

Issue No. 3: Should the Housing Commission approve the proposed revisions to the Public Housing Admissions and Continued Occupancy Policy (ACOP)?

Recommendation No. 3: That the Housing Commission approve the proposed revisions to the Admissions and Continued Occupancy Policy (ACOP), that details operation of the public housing program, as fully described in Attachment 4.

Fiscal Impact: None with this action. However, Component 7 of the Agency Plan includes information required for HUD's award of FY06 Capital Funds for public housing



physical improvements. HUD's release of Capital Funds is contingent on their review and approval of the FY06 Annual Agency Plan.

Affordable Housing Impact: None with this action. However, the majority of residents in public housing and participants in the Section 8 program are extremely low-income (0-30% of Median Area Income (MAI), or \$20,700 for a family of four) and very low-income (31-50% MAI, or \$34,500 for a family of four) households.

Previous Related Action(s): On December 7, 1999, the Housing Authority delegated authority to the Housing Commission to approve all future revisions and updates to the Admissions and Continued Occupancy Policy and the Section 8 Administrative Plan, except when changes concerning selection preferences were to be considered.

BACKGROUND

Section 511 of the Quality Housing and Work Responsibility Act (QHWRA) of 1998 created the public housing agency Five Year and Annual Agency Plan requirement. An Agency Plan is a guide to a Public Housing Agency's (PHA) policies, programs, operations, and strategies for meeting local housing needs and goals for the public housing and Section 8 programs only. In November 2004 HUD published a notice announcing further annual plan deregulations for high performing PHAs such as the Housing Commission. Therefore, the FY06 Annual Agency Plan under consideration only addresses those discretionary areas that must be included in the plan and not approved by HUD by an alternate method. Those changes are highlighted in this report and the attachments.

The Agency Plan also serves as the annual application for the Capital Fund Program to support physical and management improvements in public housing.

As part of the plan development process, Public Housing Authorities (PHAs) are required to establish a Resident Advisory Board (RAB). The RAB advises the PHA, in Agency Plan development, by providing input on any initial activity or modifications to the public housing or Section 8 programs. The RAB membership consists of individuals who reflect and represent the residents assisted by the agency.

DISCUSSION

Beginning in November 2004 and continuing through January 2005, Housing Commission staff met with the RAB to receive input and discuss the development of the FY06 Annual Agency Plan. The draft Annual Agency Plan was noticed for a public review and comment period from December 15, 2004 through January 31, 2005.

The draft Plan, with attachments, was available for review at the main Housing Commission office, three public housing sites, and the Central Public Library. In addition, the Housing Commission hosted a public hearing on February 7, 2005 at the Housing Commission's Newton facility to formally receive comments from the RAB membership and the public. Although the meeting was widely publicized, there were no attendees.

As previously stated, as a high performer under the Public Housing Assessment System Program (PHAS), the Housing Commission is allowed to submit a streamlined Annual Plan. Attachment 1 provides a brief description of the required components and Attachment 2 is a copy of the proposed Plan utilizing the HUD template.

Notable Changes in Agency Plan

Section 8 Program (Attachment 3)

Determining Family Subsidy Standards (Voucher Size)

The changing methods of HUD funding of the Section 8 Program has created the need for the development of more flexible Subsidy Standards (voucher size assignment). The size of the voucher directly impacts the amount of rental subsidy paid on behalf of the family. The proposed revision allows the Housing Commission to make the administrative decision to change the subsidy standards at any time, without prior notice to participants, should circumstances warrant it, such as a reduction in program funding as occurred in April, 2004. In addition, the proposed revision clarifies the Housing Commission's policy regarding reasonable accommodations for persons with disabilities. Specifically, an additional bedroom will be granted for a live-in aide. In addition, when a person with a disability is granted an additional bedroom as a reasonable accommodation, the remaining household members will be assigned one bedroom for each two household members.

Methods of Verification and Age of Data

With the availability and accessibility of the "Upfront Income Verification" (UIV) system, HUD has issued new regulations which emphasize using this method of verification as the primary method of verification of income. UIV is the process of verifying income information electronically using an independent source that systematically and uniformly maintains income information in a computerized database. One source of UIV is the quarterly wage information collected by the State Employment and Development Department (EDD). The benefit of using EDD data is that it will provide information on all the wages earned by the individual, not just the employment income that has been reported to the Housing Commission. This new method of verification of income will include obtaining verification from EDD, in conjunction with asking for copies of paycheck stubs.

This policy brings the Housing Commission into compliance with HUD's "Verification Guidance" manual published March 2004.

Method of Rent Payment

Housing Assistance Payments to owners will be paid through direct deposit to the owner's financial institution rather than being mailed. This cost-cutting measure will expedite payments to owners and decrease the risk of fraud and forgery.

Public Housing Program (Attachment 4)

Verification of Income

The same methods of verification and justification apply to Public Housing as they do in the aforementioned Section 8 policy.

Service Animals

A person with a disability may be entitled to have a service animal for purposes of reasonable accommodation. Reasonable accommodation requires that there is a relationship between the person's disability and his or her need for the animal.

Family Self-Sufficiency Action Plan (Attachment 5)

The current plan identifies the total program size as 625 participants. The revised program size is reduced to 550 participants in response to limited funding.

The plan allowed for participants to extend their contract for an additional 2 years beyond the original 5-year contract. Due to the success of the program, it is now possible to achieve program goals in 5 years, thus the extension has been eliminated.

Asset Management

The schedule of Resident Charges for Maintenance has changed to reflect the actual cost of the service performed including overhead. (See Attachment 6)

CONCLUSION

The Plan will be submitted to HUD by April 17, 2005. HUD's review of the Plan during the subsequent 75 days will be based on completeness of information included, consistency with the City's Consolidated Plan, and compliance with QHWRA, the U.S. Housing Act of 1937 and any other applicable Federal laws.

Any deficiencies identified by HUD will be immediately brought to the Housing Commission's attention to allow for additional information to be provided and reviewed by HUD within the 75-day review period. The Plan will be automatically approved if HUD does not disapprove it within the 75-day time frame.

Respectfully submitted,

**Signature on File
With Original Document**

Approved by,

Carrol Vaughan
Executive Vice President &
Chief Operating Officer

Elizabeth C. Morris
President &
Chief Executive Officer

- Attachments:
1. Description of Agency Plan Components
 2. Draft FY06 Annual Agency Plan
 3. Summary of Revisions- S8 Administration Plan
 4. Summary of Revisions – Admissions and Occupancy Policy
 5. Summary of Revisions – Family Self-Sufficiency
 6. Schedule of Resident Charges for Maintenance

ATTACHMENT 1

DESCRIPTION OF AGENCY PLAN COMPONENTS

- **Component 2: Capital Improvement Needs:** Information is included on the capital needs of the public housing property owned by the Housing Commission and seek replacement of units lost to San Diego City Schools under eminent domain statute.
- **Component 4: Project Based Voucher Programs:** Information is included regarding the intent and location to use the Project-Based Voucher Assistance
- **Component 5: Statement of Consistency with Consolidated Plan:** Changes have been made in Section 8, Public Housing, Asset Management and Family Self-Sufficiency as noted in the attachments.
- **Component 6: Supporting documents Available for Review:** This section enumerates the documents supporting the plan and available for review during the comment period.
- **Component 7: Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report:** This section details the anticipated capital needs of the public housing property in the forthcoming year.
- **Component 8: Capital Fund Program 5-Year Action Plan:** This section details the anticipated capital needs of the public housing property in the next 5 years.

PHA Plans

Streamlined Annual Version

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

OMB No. 2577-0226
(exp. 05/31/2006)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief for certain types of PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

Streamlined Annual PHA Plan

for Fiscal Year: 2006

PHA Name:

San Diego Housing Commission

Approved by the Housing Commission on _____

NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue.

Streamlined Annual PHA Plan Agency Identification

PHA Name: San Diego Housing Commission

PHA Number: CA063

PHA Fiscal Year Beginning: (07/2005)

PHA Programs Administered:

- Public Housing and Section 8**
 Section 8 Only
 Public Housing Only
 Number of public housing units: 1,366
 Number of S8 units:
 Number of public housing units:
 Number of S8 units: 12,043

PHA Consortia: (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

PHA Plan Contact Information:

Name: Craig Velte
 TDD:

Phone: 619-578-7610
 Email (if available): craigv@sdhc.org

Public Access to Information

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

- PHA's main administrative office
 PHA's development management offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plan revised policies or program changes (including attachments) are available for public review and inspection.
 Yes
 No.

If yes, select all that apply:

- Main administrative office of the PHA
 PHA development management offices
 Main administrative office of the local, county or State government
 Public library
 PHA website
 Other

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

- Main business office of the PHA
 PHA development management offices
 Other – PHA Local Offices

Streamlined Annual PHA Plan
Fiscal Year 2006
[24 CFR Part 903.12(c)]

Table of Contents
[24 CFR 903.7(r)]

Provide a table of contents for the Plan, including applicable additional requirements, and a list of supporting documents available for public inspection.

A. PHA PLAN COMPONENTS

- 1. Site-Based Waiting List Policies
903.7(b)(2) Policies on Eligibility, Selection, and Admissions
- 2. Capital Improvement Needs
903.7(g) Statement of Capital Improvements Needed
- 3. Section 8(y) Homeownership
903.7(k)(1)(i) Statement of Homeownership Programs
- 4. Project-Based Voucher Programs
- 5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan.
- 6. Supporting Documents Available for Review
- 7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- 8. Capital Fund Program 5-Year Action Plan

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50076, *PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Streamlined Annual Plan* identifying policies or programs the PHA has revised since submission of its last Annual Plan, and including Civil Rights certifications and assurances the changed policies were presented to the Resident Advisory Board for review and comment, approved by the PHA governing board, and made available for review and inspection at the PHA's principal office;

For PHAs Applying for Formula Capital Fund Program (CFP) Grants:

Form HUD-50070, *Certification for a Drug-Free Workplace;*

Form HUD-50071, *Certification of Payments to Influence Federal Transactions;* and

Form SF-LLL & SF-LLL a, *Disclosure of Lobbying Activities.*

C. ATTACHMENTS

- Attachment A – Public Housing Admissions and Continued Occupancy Policy (ca063a06)
- Attachment B – Deconcentration Income Analysis (ca063b06)
- Attachment C – Section 8 Administrative Plan (ca063c06)
- Attachment D – Family Self Sufficiency Action Plan (ca063d06)
- Attachment E – Resident Charges for Maintenance (ca063f06)

- Attachment F – Public Housing Lease (ca063f06)
- Attachment G – Service Animal Policy (ca063g06)
- Attachment H – Grievance Procedure (ca063h06)
- Attachment I – Pet Agreement (ca063i06)
- Attachment J – Pet Policy (ca063j06)
- Attachment K – Parking Rules (ca063k06)
- Attachment L – Garage Agreement for Apartments (ca063l06)
- Attachment M – Garage Agreement for Homes (ca063m06)
- Attachment N – Mold Policy (ca063n06)
- Attachment O – Service Animal Agreement (ca063o06)
- Attachment P – House Rules (ca063p06)
- Attachment Q – Deprogramming of public housing unit (ca063q06)
- Attachment R – List of Resident Advisory Board Members (ca063r06)
- Attachment S - List of San Diego Housing Commission Board of Commissioners (ca063s06)

1. Site-Based Waiting Lists (Eligibility, Selection, Admissions Policies)

[24 CFR Part 903.12(c), 903.7(b)(2)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? **NO**
 If yes, complete the following table; if not skip to

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time?
3. How many unit offers may an applicant turn down before being removed from the site-based waiting list?
4. Yes No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or

complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

B. Site-Based Waiting Lists – Coming Year

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 next component.

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

2. Capital Improvement Needs

[24 CFR Part 903.12 (c), 903.7 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Capital Fund Program

1. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables). If no, skip to B.
2. Yes No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

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

Applicability: 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.

1. Yes No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to #3; if yes, provide responses to the items on the chart located on the next page, copying and completing as many times as necessary).
2. Status of HOPE VI revitalization grant(s):

HOPE VI Revitalization Grant Status
a. Development Name:
b. Development Number:
c. Status of Grant:
<input type="checkbox"/> Revitalization Plan under development <input type="checkbox"/> Revitalization Plan submitted, pending approval <input type="checkbox"/> Revitalization Plan approved <input type="checkbox"/> Activities pursuant to an approved Revitalization Plan underway

3. Yes No: Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year?
 If yes, list development name(s) below:

4. Yes No: 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:

5. Yes No: 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:

Seek replacement pending HUD approval of the following (35) public housing units lost to San Diego City schools under eminent domain statute.

3331 Van Dyke #1
3331 Van Dyke #2
3331 Van Dyke #3
3331 Van Dyke #4
3331 Van Dyke #5
3331 Van Dyke #6

3410 43rd #1
3410 43rd #2
3410 43rd #3
3410 43rd #4
3420 43rd #1
3420 43rd #2
3420 43rd #3
3420 43rd #4
3420 43rd #5
3420 43rd #6
3759 Ward #1
3759 Ward #2
3759 Ward #3
3759 Ward #4
3759 Ward #5
4118 52nd
4118 1/2 52nd
4120 52nd
4120 1/2 52nd
4122 52nd
4122 1/2 52nd
4124 52nd
4124 1/2 52nd
4126 52nd
4126 1/2 52nd
4128 52nd
4128 1/2 52nd
4130 52nd
4132 52nd

One unit located at 4273 Juniper St. #4 will be converted for non-public housing use. State law requires property owners of apartment units with sixteen (16) or more units to have a resident manager on site. The purpose of this deprogramming is to provide the resident manager with a dwelling unit. The resident manager's household is not eligible for the public housing program.

3. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program
 (if applicable) [24 CFR Part 903.12(c), 903.7(k)(1)(i)]

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 the next component; if “yes”, complete each program description below (copy and complete questions for each program identified.)

2. Program Description:

a. Size of Program

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

If the answer to the question above was yes, what is the maximum number of participants this fiscal year?

b. PHA-established eligibility criteria

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

c. What actions will the PHA undertake to implement the program this year (list)?

3. Capacity of the PHA to Administer a Section 8 Homeownership Program:

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family’s resources.
- Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):
- Demonstrating that it has other relevant experience (list experience below):

4. Use of the Project-Based Voucher Program

Intent to Use Project-Based Assistance

Yes No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If the answer is “no,” go to the next component. If yes, answer the following questions.

1. Yes No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:

- low utilization rate for vouchers due to lack of suitable rental units
- access to neighborhoods outside of high poverty areas
- other (describe below:) **Availability of units for low income households with special needs such as victims of domestic violence and homeless teens.**

2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts): **There are 100 project based units currently being funded scattered throughout the City of San Diego. They are located in census tracts 17, 21, 25.02, 34.01, 39, 51, 68 and 91.05. Projects must be located in census tracts with poverty rates under 20%.**

5. PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary) only if the PHA has provided a certification listing program or policy changes from its last Annual Plan submission.

1. Consolidated Plan jurisdiction: City of San Diego, CA
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 on its waiting lists 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. **Housing Choice Voucher Program, Public Housing Management, Project Based assistance, Homeownership programs, Project Development**
 - Other: (list below)

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

As stated in the Consolidated Plan, the San Diego Housing Commission is the major public agency involved in the production of affordable housing in the San Diego area. The Consolidated Plan supports the PHA Plan in a variety of different ways. The housing programs seek to implement the following Consolidated Plan goals:

- Expand and preserve a continuum of affordable housing opportunities

- Revitalize low and moderate income neighborhoods to create healthy and sustainable neighborhoods

Additionally, the Housing Commission is a vital resource and committed to the Plan’s goals through its public housing and Section 8 programs. These programs provide rental assistance to alleviate housing cost burden, including severe cost burden, experienced by lower-income households with incomes less than eighty percent (80%) of Median Area Income (MAI):

- To provide improved living conditions for extremely low and low-income families while maintaining their rent payments at an affordable level;
- To promote freedom of housing choice and spatial deconcentration of lower income and minority families;
- To provide decent, safe and sanitary housing for participants; and
- To provide incentives to private property owners to rent to low-income families by offering timely assistance payments.

There are several other programs the Housing Commission operates which promote family self-sufficiency or target special purpose populations within the community.

6. Supporting Documents Available for Review for Streamlined Annual PHA Plans

PHAs are to 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.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X 50077	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;</i>	5 Year and Annual Plans
X 50076	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan</i>	Streamlined Annual Plans
X	<i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>	5 Year and standard Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in	Annual Plan:

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	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
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
N/A	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, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
N/A	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
N/A	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
X	Public Housing Utility Allowance Schedule	Annual Plan: Rent Determination
X	Schedule of Resident Charges	Annual Plan: Operations And Maintenance
X	Public Housing Lease	Annual Plan: Operations And Maintenance
X	Deprogramming of public housing unit	Annual Plan: Operations And Maintenance
N/A	Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> : Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations

7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

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 I: Summary					
PHA Name: San Diego Housing Commission		Grant Type and Number Capital Fund Program Grant No. CA16PO63-501-05 Replacement Housing Factor Grant No.:		Federal FY of Grant: 05	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no.:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> 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	\$	-		
2	1406 Operations	\$	128,505.00		
3	1408 Management Improvements	\$	356,352.00		
4	1410 Administration	\$	216,082.00		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	\$	910,220.00		
10	1460 Dwelling Structures	\$	636,000.00		
11	1465.1 Dwelling Equipment - Non-expendable				
12	1470 Non-Dwelling Structures				
13	1475 Non-Dwelling Equipment	\$	60,000.00		
14	1485 Demolition				
15	1490 Replacement Reserve				

7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	\$ 112,300.00			
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 - 20)	\$ 2,419,459.00	\$ -	\$ -	\$ -
22	Amount of Line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security - Soft Costs				
25	Amount of line 21 Related to Security - Hard Costs	\$ 65,890.00			
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: San Diego Housing Commission		Grant Type and Number Capital Fund Program Grant No. CA13PO63-501-05 Replacement Housing Factor Grant No.:		Federal FY of Grant: 05				
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
CA 16-013	a) Replace concrete flatwork	1450	1 Site	\$ 6,000.00				
	b) Replace roofing	1460	1 Site	\$ 9,000.00				
	c) Install dumpster enclosures	1450	2 Sites	\$ 10,000.00				
	d) Replace concrete apron	1450	1 Site	\$ 5,000.00				

7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

	e) Repair/replace exterior trim and paint	1460	2 Sites	\$ 7,200.00				
	f) Replace concrete parking lot and flatwork	1450	1 Site	\$ 18,340.00				
	g) Replace wood cedar fencing	1450	2 Sites	\$ 10,560.00				
	h) Repair/replace concrete balcony deck	1460	1 Site	\$ 6,600.00				
	i) Repair stucco/soffit	1460	1 Site	\$ 15,000.00				
	Sub-Total			\$ 87,700.00	\$ -	\$ -	\$ -	
CA 16-014	a) Replace site concrete and asphalt	1450	1 Site	\$ 81,500.00				
	Sub-Total			\$ 81,500.00	\$ -	\$ -	\$ -	
CA 16-016	a) Kitchen & Bathroom Upgrades	1460	1 Site	\$ 148,500.00				
	b) Relocation (force acct.)	1495		\$ 25,000.00				
	Sub-Total			\$ 173,500.00	\$ -	\$ -	\$ -	
CA 16-017	a) Termite Fumigation	1460	1 Site	\$ 3,500.00				
	b) Replace roofing	1460		\$ 8,600.00				
	c) Replace wood fascia and trim	1460		\$ 2,300.00				
	d) Exterior paint	1460		\$ 6,700.00				
	e) Gutters & downspouts	1460		\$ 1,500.00				
	f) Landscaping and irrigation	1450		\$ 6,400.00				
	g) Relocation	1495		\$ 2,900.00				
	Sub-Total			\$ 31,900.00	\$ -	\$ -	\$ -	
CA 16-019	a) Replace roofing and gutters	1460	1 Site	\$ 16,500.00				
	b) Replace wood fascia and trim	1460		\$ 3,600.00				
	c) Exterior Painting	1460		\$ 16,600.00				
	d) Replace trash enclosure doors	1450		\$ 1,600.00				

7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

	Sub-Total				\$ 38,300.00	\$ -	\$ -	\$ -	
CA 16-021	a) Repave and restripe concrete parking lot	1450	1 Site	\$ 24,000.00					
	b) Replace wood cedar fencing	1450	3 Sites	\$ 26,600.00					
	Sub-Total			\$ 50,600.00	\$ -	\$ -	\$ -		
CA 16-022	a) Replace site concrete and driveway flatwork	1450	1 Site	\$ 65,000.00					
	Sub-Total			\$ 65,000.00	\$ -	\$ -	\$ -		
CA 16-023	a) Replace wood cedar fencing	1450	1 Site	\$ 46,400.00					
	Sub-Total			\$ 46,400.00	\$ -	\$ -	\$ -		
CA 16-024	a) Replace exterior doors	1460	1 Site	\$ 8,000.00					
	b) Kitchen and bathroom upgrades	1460		\$ 324,000.00					
	c) Relocation (force acct.)	1495		\$ 54,000.00					
	Sub-Total			\$ 386,000.00	\$ -	\$ -	\$ -		
CA 16-026	a) Replace roofing	1460	1 Site	\$ 7,200.00					
	b) Replace concrete paving	1450		\$ 8,500.00					
	c) Replace wood cedar fencing	1450		\$ 1,600.00					
	Sub-Total			\$ 17,300.00	\$ -	\$ -	\$ -		
CA 16-027	a) Replace water heater room doors	1460	1 Site	\$ 5,600.00					
	Sub-Total			\$ 5,600.00	\$ -	\$ -	\$ -		
CA 16-028	a) Seal and stripe asphalt	1450	1 Site	\$ 24,200.00					
	Sub-Total			\$ 24,200.00	\$ -	\$ -	\$ -		
CA 16-030	a) Seal and stripe asphalt	1450	1 Site	\$ 12,700.00					

7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

	Sub-Total			\$ 12,700.00	\$ -	\$ -	\$ -	
CA 16-032	a) Kitchen and bathroom upgrades	1460	1 Site	\$ 270,000.00				
	b) Relocation (force acct.)	1495		\$ 28,000.00				
	Sub-Total			\$ 298,000.00	\$ -	\$ -	\$ -	
CA 16-033	a) Seal and stripe asphalt	1450	1 Site	\$ 8,000.00				
	Sub-Total			\$ 8,000.00	\$ -	\$ -	\$ -	
CA 16-035	a) Site concrete/asphalt replacement	1450	1 Site	\$ 8,000.00				
	Sub-Total			\$ 8,000.00	\$ -	\$ -	\$ -	
CA 16-038	a) Replace wood cedar fencing	1450	1 Site	\$ 49,000.00				
	b) Parking lot Paving	1450		\$ 20,000.00				
	Sub-Total			\$ 69,000.00	\$ -	\$ -	\$ -	
CA 16-040	a) Replace water heater room doors	1460	1 Site	\$ 16,320.00				
	Sub-Total			\$ 16,320.00	\$ -	\$ -	\$ -	
CA 16-046	a) Seal and stripe asphalt	1450	1 Site	\$ 4,000.00				
	Sub-Total			\$ 4,000.00	\$ -	\$ -	\$ -	
CA 16-047	a) Repair exterior surface/paint	1460	1 Site	\$ 27,000.00				
	Sub-Total			\$ 27,000.00	\$ -	\$ -	\$ -	
CA 16-055	a) Replace wood cedar fencing	1450	3 Sites	\$ 84,600.00				
	b) Build dumpster enclosure	1450	1 Site	\$ 5,000.00				
	c) Landscape upgrades	1450	1 Site	\$ 31,000.00				
	d) Repair/replace exterior trim and paint	1460	1 Site	\$ 2,500.00				

7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

	f) Termite extermination	1460	1 Site	\$ 4,000.00				
	f) Relocation	1495	1 Site	\$ 2,400.00				
	Sub-Total			\$ 129,500.00	\$ -	\$ -	\$ -	
CA 16-058	a) Seal and stripe asphalt	1450	1 Site	\$ 10,000.00				
	Sub-Total			\$ 10,000.00	\$ -	\$ -	\$ -	
CA 16-059	a) Replace concrete paving and striping	1450	2 Sites	\$ 68,000.00				
	Sub-Total			\$ 68,000.00	\$ -	\$ -	\$ -	
PHA Wide Management Improvements	a) Computer Instruction	1408						
	b) Resident development	1408		\$ 35,000.00				
	c) Senior Resident Initiatives Coordinator (force acct.)	1408		\$ 160,321.00				
	d) Supv. Resident Initiatives Coordinator (force acct.)	1408		\$ 153,031.00				
	e) Transportation	1408		\$ -				
	f) Youth Diversionary Programs	1408		\$ 8,000.00				
	Sub-Total			\$ 356,352.00	\$ -	\$ -	\$ -	
PHA Wide Admin	a) Administration	1410		\$ 216,082.00				
	Sub-Total			\$ 216,082.00	\$ -	\$ -	\$ -	
PHA Wide Fees & Costs	a) A&E (In House Inspections)	1430		\$ -				
	Sub-Total			\$ -	\$ -	\$ -	\$ -	
PHA Wide Non-Dwelling Equipment	Maintenance vehicles, tools, equipment, and communications equipment.	1475		\$ 60,000.00				
	Sub-Total			\$ 60,000.00	\$ -	\$ -	\$ -	
PHA Wide Operations	a) Operations	1406		\$ 128,505.00				
	Sub-Total			\$ 128,505.00	\$ -	\$ -	\$ -	
				\$ 2,419,459.00				

7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

Annual Statement/Performance and Evaluation Report NOTE: Pending HUD Approval Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: San Diego Housing Commission			Grant Type and Number Capital Fund Program Grant No. CA16PO63-501-05 Replacement Housing Factor Grant No.:			Federal FY of Grant: 05	
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	
CA 16-013							
CA 16-014							
CA 16-016							
CA 16-017							
CA 16-019							
CA 16-021							
CA 16-022							
CA 16-023							
CA 16-024							
CA 16-026							
CA 16-028							
CA 16-030							
CA 16-032							
CA 16-033							

7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

CA 16-035							
CA 16-039							
CA 16-040							
CA 16-046							
CA 16-047							
CA 16-055							
CA 16-059							
PVH Wide Management Improvements							
PHA Wide Administration							
PHA Wide Fees and Costs							
PHA Wide Non-Dwelling Equipment							
PHA Wide Operations							

8. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name SAN DIEGO HOUSING COMMISSION						<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: 2006 PHA FY: 2006	Work Statement for Year 3 FFY Grant: 2007 PHA FY: 2007	Work Statement for Year 4 FFY Grant: 2008 PHA FY: 2008	Work Statement for Year 5 FFY Grant: 2009 PHA FY: 2009	
	Annual Statement					
016-013		\$ 208,800.00	\$ 208,800.00	\$ 384,690.00	\$ 155,730.00	
016-014		\$ 168,280.00	\$ 326,000.00	\$ 482,467.00	\$ -	
016-015		\$ 33,700.00	\$ 61,200.00	\$ 8,700.00	\$ 18,500.00	
016-016		\$ 33,000.00	\$ 33,000.00	\$ 15,500.00	\$ -	
016-017		\$ 31,100.00	\$ 18,000.00	\$ 2,600.00	\$ -	
016-018		\$ 131,729.00	\$ 83,200.00	\$ 251,100.00	\$ -	
016-019		\$ 44,000.00	\$ 23,400.00	\$ 24,050.00	\$ 121,500.00	
016-020		\$ 48,000.00	\$ 28,000.00	\$ 25,040.00	\$ 15,600.00	
016-021		\$ 77,000.00	\$ 32,000.00	\$ 51,300.00	\$ 25,600.00	
016-022		\$ 131,200.00	\$ 32,000.00	\$ 19,800.00	\$ 9,200.00	
016-023		\$ 53,000.00	\$ 48,000.00	\$ 45,360.00	\$ -	
016-024		\$ 79,340.00	\$ 72,000.00	\$ 7,750.00	\$ -	
016-025		\$	\$	\$	\$ -	

8. Capital Fund Program Five-Year Action Plan

		52,250.00	57,200.00	9,774.00	
016-026		\$ 50,250.00	\$ 44,000.00	\$ 8,500.00	\$ 30,600.00
016-027		\$ 48,225.00	\$ 14,400.00	\$ 92,400.00	\$ 8,800.00
016-028		\$ 152,000.00	\$ 205,600.00	\$ 51,600.00	\$ -
016-030		\$ 215,560.00	\$ 64,000.00	\$ 182,700.00	\$ -
016-031		\$ 19,000.00	\$ 38,000.00	\$ 8,326.00	\$ -
016-032		\$ 20,000.00	\$ 80,000.00	\$ 30,300.00	\$ -
016-033		\$ 84,000.00	\$ 98,000.00	\$ 80,800.00	\$ -
016-034		\$ 112,000.00	\$ 41,600.00	\$ -	\$ -
016-035		\$ 80,000.00	\$ 160,000.00	\$ 261,360.00	\$ 320,050.00
016-037		\$ 98,000.00	\$ 48,000.00	\$ 9,250.00	\$ -
016-038		\$ 96,450.00	\$ 140,000.00	\$ 28,000.00	\$ -
016-039		\$ 74,272.00	\$ 200,000.00	\$ 20,800.00	\$ -
016-040		\$ 206,800.00	\$ 51,200.00	\$ 25,500.00	\$ 65,700.00
016-043		\$ 25,000.00	\$ 122,000.00	\$ 8,640.00	\$ -
016-044		\$ 97,000.00	\$ 94,000.00	\$ 37,800.00	\$ -
016-046		\$ 25,000.00	\$ 14,000.00	\$ 10,400.00	\$ -
016-047		\$ 60,000.00	\$ 90,000.00	\$ 105,050.00	\$ 11,600.00
016-048		\$ 40,000.00	\$ 10,000.00	\$ 1,950.00	
016-049		\$ 83,000.00	\$ 86,000.00	\$ 29,610.00	\$ 12,000.00

8. Capital Fund Program Five-Year Action Plan

016-050		\$ 38,000.00	\$ 84,000.00	\$ 7,500.00	\$ 28,800.00
016-055		\$ 237,150.00	\$ 64,000.00	\$ 5,700.00	\$ -
016-057		\$ 52,000.00	\$ 16,000.00	\$ 13,900.00	\$ -
016-058		\$ 106,000.00	\$ 56,000.00	\$ 23,700.00	\$ 24,000.00
016-059		\$ 48,000.00	\$ 84,000.00	\$ 12,250.00	\$ -
016-060		\$ 16,000.00	\$ 16,000.00	\$ 5,250.00	\$ 9,600.00
016-063		\$ 29,000.00	\$ 20,000.00	\$ 6,500.00	\$ -
PHA Wide Physical Improvements		\$ 2,255,554.00	\$ 2,255,554.00	\$ 2,255,554.00	\$ 2,255,554.00
PHA Wide Management Improvements		\$ 2,530,252.00	\$ 2,530,252.00	\$ 2,530,252.00	\$ 2,530,252.00
CFP Funds Listed for 5-year planning		\$ 7,989,912.00	\$ 7,749,406.00	\$ 7,181,723.00	\$ 5,643,086.00
Total Replacement Housing Factor Funds					

8. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages - Work Activities

Activities for Year 1	Activities for Year: <u>2</u> FFY Grant 2006 PHA FY: 2006			Activities for Year: <u>3</u> FFY Grant 2007 PHA FY: 2007		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	CA 16-013/Scattered Sites	Site concrete/asphalt replacement	\$ 116,000.00	CA 16-013/Scattered Sites	Site concrete/asphalt replacement	\$ 116,000.00
		Replace fencing	\$ 58,000.00		Replace fencing	\$ 58,000.00
		Repair exterior surface/paint	\$ 34,800.00		Repair exterior surface/paint	\$ 34,800.00
	CA 16-014/Belden Village	Site concrete/asphalt replacement	\$ 81,500.00	CA 16-014/Belden Village	Site concrete/asphalt replacement	\$ 81,500.00
		Handrails	\$ 5,280.00		Replace fencing	\$ 163,000.00
		Upgrade plumbing	\$ 81,500.00		Upgrade plumbing	\$ 81,500.00
	CA 16-015/Chamoune Apts.	Replace roof	\$ 10,000.00	CA 16-015/Chamoune Apts.	Repair exterior surface/paint	\$ 10,200.00
		Repair interior surfaces/paint	\$ 3,700.00		Site concrete/asphalt replacement	\$ 34,000.00
		Security	\$ 20,000.00		Replace fencing	\$ 17,000.00
	CA 16-016/Genesee Apts.	Upgrade bathrooms	\$ 33,000.00	CA 16-016/Genesee Apts.	Replace fencing	\$ 11,000.00
	CA 16-017/4390 Maple Apts.	Repair exterior surface/paint	\$ 3,600.00		Site concrete/asphalt replacement	\$ 22,000.00
		Repair surface/color coat stucco	\$ 7,500.00	CA 16-017/4390 Maple Apts.	Replace fencing	\$ 6,000.00
		Security	\$ 20,000.00		Site concrete/asphalt replacement	\$ 12,000.00

8. Capital Fund Program Five-Year Action Plan

	CA 16-018/Meade & First	Repair surface/color coat stucco	\$ 52,000.00	CA 16-018/Meade & First	Site concrete/asphalt replacement	\$ 52,000.00
		Upgrade kitchens	\$ 59,729.00		Repair exterior surface/paint	\$ 31,200.00
		Security	\$ 20,000.00			
	Total CFP Estimated Cost		\$ 606,609.00	Total CFP Estimated Cost		\$ 730,200.00
See Annual Statement	CA 16-019/4180-2 Poplar Apts.	Electrical upgrade	\$ 4,200.00	CA 16-019/4180-2 Poplar Apts.	Site concrete/asphalt replacement	\$ 18,000.00
		Replace flooring	\$ 18,000.00		Repair exterior surface/paint	\$ 5,400.00
		Replace windows	\$ 1,800.00	CA 16-020/2734-44th Street	Site concrete/asphalt replacement	\$ 28,000.00
		Security	\$ 20,000.00	CA 16-021/44th & Hawthorne Apts.	Site concrete/asphalt replacement	\$ 32,000.00
	CA 16-020/2734 44th Street	Repair surface/color coat stucco	\$ 28,000.00	CA 16-022/1399 Hollister Apts.	Repair exterior surface/paint	\$ 12,000.00
		Security	\$ 20,000.00		Replace fencing	\$ 20,000.00
	CA 16-021/44th & Hawthorne Apts.	Upgrade bathrooms	\$ 48,000.00	CA 16-023/4273-83 Juniper St.	Replace fencing	\$ 48,000.00
		Repair exterior surface/paint	\$ 9,000.00	CA 16-024/Sycamore Road East	Site concrete/asphalt replacement	\$ 48,000.00
		Security	\$ 20,000.00		Replace fencing	\$ 24,000.00
	CA 16-022/1399 Hollister Apts.	Electrical upgrade	\$ 11,200.00	CA 16-025/Sycamore Rd. West	Site concrete/asphalt replacement	\$ 44,000.00
		Security	\$ 20,000.00		Repair exterior surface/paint	\$ 13,200.00
					CA 16-026/Cardinal, Naples & Rachel	Site concrete/asphalt replacement
	CA 16-023/4273-83 Juniper St.	Site concrete/asphalt replacement	\$ 48,000.00		Repair surface/color coat stucco	\$ 22,000.00

8. Capital Fund Program Five-Year Action Plan

		Security	\$ 5,000.00			
	CA 16-024/Sycamore Rd. East	Replace flooring	\$ 21,865.00			
		Electrical upgrade	\$ 19,200.00			
		Heating system upgrade	\$ 18,275.00			
		Security	\$ 20,000.00			
	Total CFP Estimated Cost		\$ 332,540.00	Total CFP Estimated Cost		\$ 336,600.00
See Annual Statement	CA 16-025 Sycamore Rd. West	Replace flooring	\$ 44,000.00	CA 16-027/Grove Avenue Apts.	Repair exterior surface/paint	\$ 5,400.00
		Security	\$ 8,250.00		Replace fencing	\$ 9,000.00
	CA 16-026/Cardinal Naples & Rachel	Replace flooring	\$ 22,000.00	CA 16-028/Vista Apts.	Site concrete/asphalt replacement	\$ 66,000.00
		Security	\$ 20,000.00		Repair exterior surface/paint	\$ 39,600.00
		Electrical upgrade	\$ 8,250.00			
	CA 16-027/Grove Ave. Apts.	Site concrete/asphalt replacement	\$ 18,000.00	CA 16-030/Santa Margarita Apts.	Site concrete/asphalt replacement	\$ 64,000.00
		Security	\$ 8,100.00	CA 16-031/Sycamore Rd. West	Site concrete/asphalt replacement	\$ 38,000.00
		Replace interior doors	\$ 4,500.00	CA 16-032/Juniper & Sumac Apts.	Site concrete/asphalt replacement	\$ 40,000.00
		Plumbing upgrade	\$ 2,625.00		Repair surface/color coat stucco	\$ 40,000.00
		Repair surface/color coat stucco	\$ 11,250.00	CA 16-033/Sycamore Rd. North	Site concrete/asphalt replacement	\$ 48,000.00
		Replace entry doors	\$ 3,750.00		Upgrade playground	\$ 50,000.00
	CA 16-028/Vista Apts.	Security	\$ 20,000.00	CA 16-035/Belden Village	Site concrete/asphalt replacement	\$ 40,000.00

8. Capital Fund Program Five-Year Action Plan

		Repair surface/color coat stucco	\$ 132,000.00		Replace fencing	\$ 80,000.00
	CA 16-030/Santa Margarita Ave.	Repair exterior surface/paint	\$ 51,560.00		Upgrade plumbing	\$ 40,000.00
		Replace roof	\$ 100,000.00			
		Replace flooring	\$ 64,000.00			
		Total CFP Estimated Cost		\$ 518,285.00	Total CFP Estimated Cost	
See Annual Statement	CA 16-031 Sycamore Rd. West	Replace fencing	\$ 19,000.00	CA 16-037/4131 Maryland St.	Site concrete/asphalt replacement	\$ 48,000.00
	CA 16-032/Juniper & Sumac Apts.	Security	\$ 20,000.00	CA 16-038/78 Calle Primera	Site concrete/asphalt replacement	\$ 140,000.00
				CA 16-039/Cargil Apts.	Site concrete/asphalt replacement	\$ 100,000.00
	CA 16-033/Sycamore Rd. North	Security	\$ 6,000.00			
		Replace flooring	\$ 60,000.00	CA 16-040/Grove Apts.	Repair exterior surface/paint	\$ 19,200.00
		Electrical upgrade	\$ 18,000.00		Replace fencing	\$ 32,000.00
	CA 16-035/Belden Village	Site concrete/asphalt replacement	\$ 40,000.00	CA 16-043/Boston & Grand	Site concrete/asphalt replacement	\$ 22,000.00
		Upgrade plumbing	\$ 40,000.00		Upgrade playground	\$ 100,000.00
				CA 16-044/Saranac, Golfcrest & Fulton	Site concrete/asphalt replacement	\$ 94,000.00
	CA 16-037/4131 Maryland St.	Repair surface/color coat stucco	\$ 48,000.00			
		Security	\$ 50,000.00	CA 16-046/3051 54th St.	Site concrete/asphalt replacement	\$ 14,000.00
	CA 16-038/78 Calle Primera	Repair exterior surface/paint	\$ 42,000.00	CA 16-047/12643-12687 El Camino	Site concrete/asphalt replacement	\$ 90,000.00

8. Capital Fund Program Five-Year Action Plan

		Security	\$ 52,500.00	CA 16-048/2883 Boston	Site concrete/asphalt replacement	\$ 10,000.00
		Dumpster doors	\$ 1,950.00	CA 16-049/33rd, 38th, 45th, Cherokee	Site concrete/asphalt replacement	\$ 86,000.00
	CA 16-039/Cargil Apts.	Replace flooring	\$ 68,000.00	CA 16-050/30th, 45th, Bancroft & Cherokee		\$ 84,000.00
		Security	\$ 6,272.00	CA 16-055/32nd, Arizona, Eastman & Levant	Replace fencing	\$ 64,000.00
				CA 16-055/32nd, Arizona, Eastman & Levant	Replace fencing	\$ 64,000.00
				CA 16-057/4479 Altadena	Site concrete/asphalt replacement	\$ 16,000.00
	Total CFP Estimated Cost		\$ 471,722.00	Total CFP Estimated Cost		\$ 983,200.00
See Annual Statement	CA 16-040/Grove Apts.	Security	\$ 28,800.00	CA 16-055/32nd, Arizona, Eastman & Levant	Replace fencing	\$ 64,000.00
		Replace interior doors	\$ 16,000.00	CA 16-057/4479 Altadena	Site concrete/asphalt replacement	\$ 16,000.00
		Plumbing upgrade	\$ 64,000.00	CA 16-058/Alabama & Market	Site concrete/asphalt replacement	\$ 56,000.00
		Site concrete/asphalt replacement	\$ 32,000.00	CA 16-059/Mira Mesa & Averil	Site concrete/asphalt replacement	\$ 48,000.00
		Replace entry doors	\$ 16,000.00		Security	\$ 36,000.00
	CA 16-043/Boston & Grand	Repair exterior surface/paint	\$ 25,000.00	CA 16-060/4751 33rd	Site concrete/asphalt replacement	\$ 16,000.00
				CA 16-063/30th, 36th	Site concrete/asphalt replacement	\$ 20,000.00
	CA 16-044/Saranac, Golfcrest & Fulton	Repair surface/color coat stucco	\$ 47,000.00	PHA Wide Physical Improvements	Maintenance tools/vehicles	\$ 123,000.00

8. Capital Fund Program Five-Year Action Plan

		Security	\$ 50,000.00			In-house inspections	\$ 256,804.00
	CA 16-046/3051 54th St.	Security	\$ 25,000.00			Sliding screen doors	\$ 125,000.00
	CA 16-047/12643-12687 El Camino	Security	\$ 20,000.00			Refrigerators	\$ 560,400.00
		Landscape upgrades	\$ 20,000.00			Sliding screen door threshold	\$ 250,000.00
	CA 16-048/2883 Boston	Repair exterior surface/paint	\$ 20,000.00			Drapery/blinds	\$ 200,000.00
		Security	\$ 20,000.00			Stoves	\$ 490,350.00
	CA 16-049/33rd, 38th, 45th & Cherokee	Security	\$ 40,000.00			Improve Learning Opportunity Centers	\$ 250,000.00
		Replace fencing	\$ 43,000.00				
	CA 16-050/30th, 45th, Bancroft & Cherokee	Security	\$ 38,000.00				
	Total CFP Estimated Cost		\$ 504,800.00	Total CFP Estimated Cost			\$ 2,511,554.00
See Annual Statement	CA 16-055/32nd, Arizona, Eastman & Levant	Site concrete/asphalt replacement	\$ 64,000.00	PHA Wide Management Improvements		Computer Instruction	\$ 200,000.00
		Repair exterior surface/paint	\$ 38,400.00			Resident Development	\$ 247,604.00
		Replace roof	\$ 15,750.00			Sr. Resident Initiatives Coordinator	\$ 481,504.00
		Site concrete/asphalt replacement	\$ 5,000.00			Supv. Sr. Resident Initiatives Coordinators	\$ 527,200.00
		Repair balconies	\$ 30,000.00			Transportation	\$ 20,000.00
		Repair surface/color coat stucco	\$ 64,000.00			Youth Diversionary Programs	\$ 253,944.00
		Security	\$ 20,000.00			Computer Upgrades	\$ 800,000.00

8. Capital Fund Program Five-Year Action Plan

CA 16-057/4479 Altadena	Repair surface/color coat stucco	\$ 16,000.00			
	Security	\$ 36,000.00			
CA 16-058/Alabama & Market	Repair surface/color coat stucco	\$ 56,000.00			
	Security	\$ 50,000.00			
CA 16-059/Mira Mesa/Averil	Repair surface/color coat stucco	\$ 48,000.00			
CA 16-060/4751 33rd St.	Repair surface/color coat stucco	\$ 16,000.00			
CA 16-063/30th & 36th	Repair exterior surface/paint	\$ 6,000.00			
	Security	\$ 10,000.00			
	Replace roof	\$ 13,000.00			
PHA Wide Physical Improvements	Maintenance tools/vehicles	\$ 123,000.00			
	In house inspections	\$ 256,804.00			
	Sliding screen doors	\$ 125,000.00			
	Refrigerators	\$ 560,400.00			
	Sliding screen door threshold	\$ 250,000.00			
	Drapery/blinds	\$ 200,000.00			
Total CFP Estimated Cost		\$ 2,003,354.00	Total CFP Estimated Cost		\$ 2,530,252.00
PHA Wide Physical Improvements Cont'd	Replace Stoves	\$ 490,350.00			

8. Capital Fund Program Five-Year Action Plan

		Improve Learning Opportunity Centers	\$ 250,000.00	
See Annual Statement	PHA Wide Management Improvements	Computer Instruction	\$ 200,000.00	
		Resident Development	\$ 247,604.00	
		Sr. Resident Initiatives Coordinator	\$ 481,504.00	
		Supv. Sr. Resident Initiatives Coordinators	\$ 527,200.00	
		Transportation	\$ 20,000.00	
		Youth Diversionary Programs	\$ 253,944.00	
		Computer Upgrades	\$ 800,000.00	

8. Capital Fund Program Five-Year Action Plan

	Total CFP Estimated Cost		\$ 3,270,602.00

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages - Work Activities

Activities for Year 1	Activities for Year: <u> 4 </u> FFY Grant 2008 PHA FY: 2008			Activities for Year: <u> 5 </u> FFY Grant 2009 PHA FY: 2009		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See Annual Statement	CA 16-013/Scattered Sites	Replace roofs	\$ 10,000.00	CA 16-013/Scattered Sites	Exterior Painting	\$ 105,600.00
		Replace gutters	\$ 2,700.00		Replace cedar wood fence	\$ 20,330.00
		Paint Exterior	\$ 204,570.00		Replace Roof Shingles	\$ 5,000.00
		Replace wood fence	\$ 63,530.00		Replace Gutters & Downspouts	\$ 1,200.00
		Landscape upgrades	\$ 19,560.00		Replace Wood Fascia & Eaves	\$ 1,100.00
		Replace concrete parking lot	\$ 21,130.00		Provide Stucco Color Coat	\$ 2,500.00
		Replace site concrete flatwork	\$ 13,050.00		Replace Vertical Blinds	\$ 3,300.00
		Replace vertical blinds	\$ 11,820.00		Landscape Upgrades	\$ 4,800.00
		Paint interiors	\$ 20,700.00		Irrigation Upgrades	\$ 8,400.00
		Replace hot water heaters	\$ 8,530.00		Demolish carport	\$ 3,500.00
	Replace stucco finish	\$ 2,500.00	CA 16-015/34 St & 35th St	Replace concrete parking surface	\$ 14,500.00	

8. Capital Fund Program Five-Year Action Plan

	Replace deck coating	\$ 1,000.00		Exterior Painting	\$ 3,600.00	
CA 16-014 Belden Village	Replace carpeting	\$ 150,415.00	CA 16-019/ 4180/4182 Poplar	Kitchen & Bathroom Upgrades	\$ 121,500.00	
	Paint exterior doors	\$ 6,566.00	CA 16-020/3617-3619 42nd St., Rex Ave. & 4207-09 Altadena Ave	Replace cedar wood fence	\$ 14,000.00	
	Paint interiors	\$ 216,008.00		Replace trash door enclosures	\$ 1,600.00	
	Replace toilets	\$ 43,215.00	CA 16-021/ 3081/83 Hawthorne St. & 44th St.	Irrigation Upgrades	\$ 3,200.00	
CA 16-015/35th St	Landscape upgrades	\$ 8,700.00		Landscape Upgrades	\$ 4,800.00	
CA16-016 Genesee Apts.	Paint exteriors	\$ 15,448.00		Replace trash enclosure doors	\$ 1,600.00	
CA 16-017/4390 Maple Apts.	Replace hot water heaters	\$ 2,600.00	CA 16-022/1399 Hollister Apts.	Replace flooring and underlayment	\$ 16,000.00	
CA 16-018/Meade & First	Paint exterior trim	\$ 5,800.00		Replace trash enclosure doors	\$ 3,200.00	
	Replace hot water heaters	\$ 7,200.00	Replace Pedestal Mailboxes	\$ 6,000.00		
	Upgrade kitchens	\$ 195,000.00	Kitchen & Bathroom Upgrades	\$ 27,000.00		
CA 16-019/ 4180/4182 Poplar	Upgrade bathrooms	\$ 27,700.00	CA 16-026/3280 A Street, Cardinal St & Rachel Ave.	Exterior Painting	\$ 2,400.00	
	Replace concrete parking lot	\$ 24,050.00		Irrigation Upgrades	\$ 1,200.00	
	Total CFP Estimated Cost		\$ 1,081,792.00	Total CFP Estimated Cost	\$ 376,330.00	
See Annual Statement	CA 16-020/2734 44th St. & Rex Ave.	Paint exterior	\$ 9,200.00	CA 16-027/2381 Grove Ave	Irrigation Upgrades	\$ 8,800.00
		Replace vertical blinds	\$ 2,000.00	CA 16-035/Belden Village	Balcony deck coating	\$ 27,250.00
		Landscape upgrades	\$ 2,400.00		Exterior painting	\$ 292,800.00

8. Capital Fund Program Five-Year Action Plan

	Paint exterior	\$ 8,640.00	CA 16-039/Pulitzer Place	Replace parking lot concrete	\$ 4,000.00
CA 16-021/ 3081/83 Hawthorne St.	Landscape upgrades	\$ 4,500.00	CA 16-040 Grove Apts.	Irrigation Upgrades	\$ 12,800.00
	Kitchen/Bath Upgrades	\$ 30,800.00		Replace trash enclosure doors	\$ 3,200.00
	Install subfloor and tiles	\$ 16,000.00		Replace flooring and underlayment	\$ 11,300.00
CA 16-022/1399 Hollister Apts.	Replace cedar fencing	\$ 13,000.00		Exterior paiting	\$ 38,400.00
	Replace hot water heaters	\$ 6,800.00	CA 16-047/ 12643/67 El Camino Real	Replace vertical blinds	\$ 11,600.00
CA 16-023/4273-83 Juniper St.	Exterior painting	\$ 35,160.00	CA 16-049/33rd, 38th, 45th, 51st	Exterior paiting	\$ 12,000.00
	Replace hot water heaters	\$ 10,200.00	CA 16-050/30th St. & Bancroft St.	Exterior paiting	\$ 28,800.00
CA 16-024/Sycamore Rd. East	Seal and stripe asphalt	\$ 7,750.00	CA 16-058/Market St	Exterior paiting	\$ 24,000.00
CA 16-025/401-419 Sycamore Rd	Replace vertical blinds	\$ 9,234.00	CA 16-060/4751 33rd	Exterior paiting	\$ 9,600.00
	Replace utility cabinet doors	\$ 540.00	PHA Wide Physical Improvements	In-house inspections	\$ 256,804.00
CA 16-026/3280 A Street	Replace driveway concrete	\$ 8,500.00		Sliding screen doors	\$ 125,000.00
CA 16-027/2381 Grove Ave	Kitchen/Bath Upgrades	\$ 68,000.00		Refrigerators	\$ 560,400.00
	Paint exterior	\$ 9,300.00		Sliding screen door threshold	\$ 250,000.00
	Paint interiors	\$ 15,100.00		Drapery/blinds	\$ 200,000.00
CA 16-028/Vista Apts.	Paint exterior	\$ 38,500.00		Stoves	\$ 490,350.00
	Replace vertical blinds	\$ 13,100.00		Improve Learning Opportunity Centers	\$ 250,000.00
CA 16-030/ 5359/89 Santa Margarita	Kitchen/Bath Upgrades	\$ 182,700.00			

8. Capital Fund Program Five-Year Action Plan

	CA 16-031/401-419 Sycamore Rd	Replace vertical blinds	\$ 7,866.00			
		Replace utility cabinet doors	\$ 460.00			
	Total CFP Estimated Cost		\$ 499,750.00	Total CFP Estimated Cost		\$ 2,617,104.00
See Annual Statement	CA 16-032/Juniper	Exterior painting	\$ 7,800.00	PHA Wide Management Improvements	Computer Instruction	\$ 200,000.00
		Replace hot water heaters	\$ 8,500.00		Resident Development	\$ 247,604.00
	CA 16-033/Sycamore Rd. North	Replace concrete patios	\$ 26,000.00		Sr. Resident Initiatives Coordinator	\$ 481,504.00
		Replace wood fence	\$ 49,400.00		Supv. Sr. Resident Initiatives Coordinators	\$ 527,200.00
		Replace vertical blinds	\$ 5,400.00		Transportation	\$ 20,000.00
	CA 16-035/Belden Village	Replace carpeting	\$ 74,085.00		Youth Diversionary Programs	\$ 253,944.00
		Stain and seal cabinetry	\$ 56,364.00		Computer Upgrades	\$ 800,000.00
		Paint exterior doors	\$ 3,234.00			
		Paint interiors	\$ 106,392.00			
		Replace refrigerators	\$ 21,285.00			
		Replace toilets				
	CA 16-037/4131 Maryland St	Paint exterior	\$ 6,000.00			
		Replace vertical blinds	\$ 3,250.00			
	CA 16-038/ 178/179 Calle Primera	Replace mailboxes	\$ 4,500.00			
		Replace vertical blinds	\$ 15,600.00			

8. Capital Fund Program Five-Year Action Plan

	CA 16-039/Pulitzer Place				
	CA 16-040 Grove Apts.	Replace concrete paving	\$ 25,500.00		
	CA 16-043/Grand	Paint exterior	\$ 8,640.00		
	CA 16-044/7281 Saranac	Landscape upgrades	\$ 7,000.00		
		Paint exterior	\$ 13,000.00		
		Replace vertical blinds	\$ 2,900.00		
	CA 16-044/7526 Fulton St	Replace vertical blinds	\$ 11,100.00		
	CA 16-044/7891 Golfcrest	Replace vertical blinds	\$ 3,800.00		
	CA 16-046/3051 54th St.	Paint wood fence	\$ 4,500.00		
		Paint exterior	\$ 5,900.00		
	CA 16-047/ 12643/67 El Camino Real	Pavement seal	\$ 16,200.00		
		Exterior painting	\$ 77,250.00		
		Replace vertical blinds	\$ 11,600.00		
	CA 16-048/2883 Boston	Replace vertical blinds	\$ 1,950.00		
	Total CFP Estimated Cost		\$ 577,150.00	Total CFP Estimated Cost	\$ 397,249,564.00
See Annual Statement	CA 16-049/33rd, 38th, 45th, 51st	Replace wood fence	\$ 7,700.00		
		Paint and seal cabinets	\$ 5,600.00		
		Paint interiors	\$ 5,000.00		

8. Capital Fund Program Five-Year Action Plan

	Paint exteriors	\$ 10,110.00
	Replace vertical blinds	\$ 1,200.00
CA 16-050/30th St.	Paint wood fence	\$ 7,500.00
CA 16-055/Ivy St. & Arizona St.	Paint wood fence	\$ 4,400.00
	Replace hot water heaters	\$ 1,300.00
CA 16-057/Altadena	Paint exterior	\$ 13,900.00
CA 16-058/Market St	Paint exterior	\$ 23,700.00
CA 16-059/Mira Mesa & Averil	Paint exterior wood	\$ 5,000.00
	Replace vertical blinds	\$ 1,125.00
	Paint exterior wood	\$ 5,000.00
	Replace vertical blinds	\$ 1,125.00
CA 16-060/4751 33rd	Paint exterior	\$ 5,250.00
CA 16-063/36th St.	Replace wood fence	\$ 6,500.00
PHA Wide Physical Improvements	Maintenance tools/vehicles	\$ 123,000.00
	In-house inspections	\$ 256,804.00
	Sliding screen doors	\$ 125,000.00
	Refrigerators	\$ 560,400.00
	Sliding screen door threshold	\$ 250,000.00
	Drapery/blinds	\$ 200,000.00

8. Capital Fund Program Five-Year Action Plan

	Stoves	\$ 490,350.00
	Improve Learning Opportunity Centers	\$ 250,000.00
PHA Wide Management Improvements	Computer Instruction	\$ 200,000.00
	Resident Development	\$ 247,604.00
	Sr. Resident Initiatives Coordinator	\$ 481,504.00
	Supv. Sr. Resident Initiatives Coordinators	\$ 527,200.00
	Transportation	\$ 20,000.00
	Youth Diversionary Programs	\$ 253,944.00
	Computer Upgrades	\$ 800,000.00
Total CFP Estimated Cost		\$ -

San Diego Housing Commission
 Summary of Revisions to the
 Section 8 Administrative Plan

Current	Revision	Explanation
<p>SPLIT HOUSEHOLDS (PRIOR TO VOUCHER ISSUANCE) Chapter 2</p> <p>When a family on the waiting list splits into two otherwise eligible families due to divorce or legal separation, and the new families both claim the same placement on the waiting list, a separate application will be made for each with the original time and date of application.</p>	<p>SPLIT HOUSEHOLDS (PRIOR TO VOUCHER ISSUANCE) Chapter 2</p> <p>During the time while a family is on the Section 8 waiting list, if the family were to decide to split into two otherwise eligible families (due to divorce or legal separation) and the new families both wish to claim the same placement on the waiting list, a separate application will be made for each with the original date and time of application that they had as an intact family.</p> <p>However, if a family is selected from the Section 8 waiting list and begins the eligibility process for voucher issuance, the household will no longer be able to separate into two families. Instead, the Housing Commission will have the final authority to determine which of the new family members would be best served by Section 8 assistance. The Housing Commission will consider the following factors to determine which of the families will be issued the voucher:</p> <ul style="list-style-type: none"> • Which of the new family units has custody of the dependent child(ren) • The composition of the new families, and whether they include elderly or disabled members • Whether domestic violence was involved in the breakup • Recommendations of reliable, knowledgeable third-party professionals. <p>Upon request of the Housing Commission, documentation of these factors will be the responsibility of the family. If documentation is not provided, the Housing Commission will terminate eligibility based on failure to provide information necessary for the eligibility determination.</p>	<p>This change is being recommended as a precaution against the possible misuse of the voucher program. When a family reaches the top of the list and is attending their eligibility appointment, they will no longer be able to “split” into two eligible families and thus receive two Housing Choice Vouchers.</p>

Current	Revision	Explanation
<p>METHODS OF VERIFICATION AND TIME ALLOWED Chapter 3</p> <p>The Housing Commission will verify information through the three methods of verification acceptable to HUD in the following order:</p> <ol style="list-style-type: none"> 1. Third-Party Written/Oral/Computer Generated 2. Review of Documents 3. Certification/Self-Declaration <p>The Housing Commission will allow 10 calendar days for return of third-party verifications before utilizing the next preferred method.</p> <p>For applicants, verifications may not be more than 60 days old at the time of voucher issuance. For participants, they are valid for 180 days from date of recert.</p> <p>Third-Party Written Verification</p> <p>Third-party verification is used to verify information directly with the source. Third-party written verification forms will be sent and returned via first class mail. The family will be required to sign an authorization for the information source to release the specified information.</p> <p>Verifications received electronically directly from the source are considered third party written verifications.</p> <p>Legible, unaltered computer generated documents from the following agencies are considered third party verification:</p> <ul style="list-style-type: none"> Social Security Administration (Including annual award letters) Veterans Administration Welfare Assistance Bank Statements Unemployment Compensation Board State Disability 	<p>METHODS OF VERIFICATION AND AGE OF DATA Chapter 3</p> <p>SDHC will verify information through the five methods of verification acceptable to HUD in the following order:</p> <ol style="list-style-type: none"> 1. Upfront income verification (UIV) 2. Third-party written verification 3. Third-party oral verification 4. Review of documents 5. Certification/self-declaration <p>Prior to relying on another source, two sources of written third-party verifications, sent directly to the source, will be attempted: 1) upfront income verification, and 2) third-party written. In cases where UIV is not available, third-party written will be sent directly to the source prior to relying on third-party oral. The SDHC will allow two weeks for return of third-party verifications. If third-party is not used or available, SDHC will document the reasons why other verifications methods are used.</p> <p>Upfront Income Verification</p> <p>SDHC will utilize up-front income verification (UIV) whenever possible. UIV is income information that is available through an independent source that systematically and uniformly maintains income information in computerized form for a large number of individuals, such as HUD's Tenant Assessment Subsystem (TASS), EDD and the Work Number.</p> <p>Upfront verification replaces, to a large extent, the more time consuming and less accurate third-party verification process of contacting individual employers identified by the family, or reviewing outdated income verification documents. However, third-party verification may continue to be necessary to complement upfront income verification, for example, when the client disputes the data.</p> <p>When HUD announces the availability of the UIV system for SDHC, SDHC will utilize additional UIV tools, including a centralized computer matching system. SDHC will pursue other computer matching agreements with federal, state, and local</p>	<p>Brings SDHC into compliance with HUD's "Verification Guidance" manual published March 2004.</p>

Current	Revision	Explanation
<p>City or County Courts Pay Stubs Welfare Worker's Compensation Retirement/pensions Life Insurance Stock, bond, money market, etc. Full-time student status Child Support/alimony In addition, the following documentation of Social Security benefits will be considered third-party verification:</p> <p>SSA benefit letter dated within the last twelve months. Cost of living adjustment statement dated within the last twelve months. Bank statement with maximum SSI amount or the combination of SSI and SSA. (<i>Note:</i> SSA only must be verified through another method to determine the Medicare amount.)</p> <p>The Housing Commission will send requests for third party written verifications to the source if the computerized verification provided by the family appears questionable.</p> <p>Third-Party Oral Verification</p> <p>Third-party oral verification is considered third party verification when written third-party verification is delayed or not possible. When third-party oral verification is used, staff will complete a certification form and note such contact in the family file.</p> <p>Review of Documents</p> <p>In the event that third-party written and/or oral verification is unavailable, or the information has not been verified by the third-party within 10 calendar days, the Housing Commission will note the file accordingly and utilize documents provided by the family as the primary source, if the documents provide complete information.</p>	<p>government agencies.</p> <p>For applicants and families who are moving, the date of the UIV response must not be more than 60 days old at the time of voucher issuance. For participants, the response is valid if dated 120 days in advance of the annual recertification or interim certification.</p> <p>Use of Third-Party Verification to Supplement Upfront Income Verification</p> <p>Although upfront income verification replaces the third-party verification process, third-party may continue to be necessary to complement upfront income verification. Upfront income verification should not be considered an automatic substitute for other third-party verification. Rather, upfront income verification may supplement other verification documentation, such as original, current client-provided documents.</p> <p>Third-Party Written Verification</p> <p>Third-party written verification is used to verify information directly with the source. Third-party written verification forms will be sent and returned via first-class mail, fax or e-mail. The family will be required to sign an authorization allowing the information source to release the specified information. Prior to relying on another source, two sources of written third-party verifications, sent directly to the source, will be attempted: 1) upfront income verification, and 2) third-party written. In cases where UIV is not available, third-party written will be sent directly to the source prior to relying on third-party oral.</p> <p>The SDHC will allow two weeks for return of third-party verifications. If third-party is not used or available, SDHC will document the reasons why other verifications methods were used (review of documents, certification/self declaration).</p> <p>For applicants and families who are moving, verifications may not be more than 60 days old at the time of voucher issuance. For participants, verifications are valid if dated or effective 120 days in advance of the annual recertification or interim certification.</p>	

Current	Revision	Explanation
<p>All such documents, excluding government checks, will be photocopied and retained in the applicant file. In cases where documents cannot be photocopied, staff will view the document(s) and complete a Certification of Document Viewed or Person Contacted form.</p> <p>In addition, the Housing Commission will accept faxed documents and photocopies.</p> <p>If third-party verification is received after documents have been accepted as provisional verification, and there is a discrepancy, the Housing Commission will use the third party verification.</p> <p>Self-Certification/Self-Declaration</p> <p>When verification cannot be made by third-party verification or review of documents, families will be required to submit a self-certification.</p> <p>Self-certification means a notarized statement, affidavit, or statement made under the penalty of perjury.</p> <p>Provisional Basis Income Verification</p> <p>In order to avoid a delay in processing second party verifications will be used on a provisional basis.</p> <p>Provisional income verification is used for:</p> <p style="padding-left: 40px;">Accommodating a person with a disability, and</p> <p style="padding-left: 40px;">Extenuating circumstances, such as</p> <p>There is a decrease in income and there is a hardship due to prolonged processing of replacement income from another agency such as EDD, SSA, etc. and the replacement income has not been received in 60 days.</p> <p>Circumstances which would preclude third party verifications such as group leasing fairs or HUD funding requiring immediate lease-up of applicants and other lease-up activities.</p>	<p>Documenting the Absence of Third-Party Verification</p> <p>There are four acceptable reasons for not having third-party verification of an income or expense item in an applicant's or participant's file:</p> <ol style="list-style-type: none"> 1. SDHC staff has made efforts to obtain third-party verification in accordance with SDHC policy, and the independent source of verification has not responded. 2. An independent source that has been asked to provide written third-party verification does not have the capability of sending such verification directly to the SDHC or of facilitating oral third-party verification. 3. It is not cost-effective or reasonable to obtain third-party verification. 4. The income or expense item to be verified is an insignificant amount that would have minimal impact on total tenant payment (TTP) and the SDHC is able to verify the amount through original documents provided by the applicant or participant. <p>When third-party verification is requested and not received for reason one (1) or two (2) above, an applicant's or participant's file should contain documentation of SDHC efforts. The documentation should include the following:</p> <ul style="list-style-type: none"> • Date of the initial requests • The name of the company and the person to whom the request was sent • A notation that no response was received and an explanation of the reason, if known. <p>When third-party verification is not attempted for reasons three (3) or four (4) above, an applicant's or participant's file will contain documentation of the reasoning used to justify the decision.</p> <p>Third-Party Oral Verification</p> <p>Oral third-party verification will be attempted when written third-party verification is delayed or impossible. When third-party oral</p>	

Current	Revision	Explanation
<p>The file will be clearly documented when using one of these methods, and the third party verification will be sent.</p> <p>Whenever a rent calculation is performed on a provisional basis, there will be follow up documentation in the file regarding the final status of the third party verification for the following scenarios:</p> <ol style="list-style-type: none"> 1. The third party verification is returned and they match the second party verification or family certification 2. The third party verifications are not returned within 10 days. 3. There is a discrepancy between the second and third party verifications. Since the third party verification is the prevailing document to use, one of the following will apply: <ol style="list-style-type: none"> a. The family will be given a 30 day notice of the rent increase. b. The family's rent portion will be decreased effective the first of the month after the third party verifications are received. 	<p>verification is used, staff will be required to complete a Certification of Document Viewed or Person Contacted form, noting with whom they spoke, the date of the conversation, and the facts provided. If oral third-party verification is provided by telephone, SDHC must originate the call. If third-party verification is not available, SDHC will compare the specified information to any documents provided by the family.</p> <p>Review of Documents</p> <p>In the event that third-party written or oral verification is unavailable or information has not been verified by a third party within two weeks, SDHC will annotate the file accordingly and utilize documents provided by the family as the primary source if the documents contain complete information. For applicants and families who are moving, documents may not be more than 60 days old at the time of voucher issuance. For participants, they are valid if dated or effective 180 days in advance of the annual recertification or interim certification.</p> <p>All such documents, excluding government checks, will be photocopied and retained in the family file. When documents cannot be photocopied, staff viewing the documents will complete a Certification of Document Viewed or Person Contacted form.</p> <p>SDHC will accept the following unaltered documents from families:</p> <ul style="list-style-type: none"> • Printed wage stubs • Computer printouts from employers • Written Statements (provided that the information is confirmed by phone) • Other documents identified by SDHC as acceptable verification. <p>If there is a gross monthly discrepancy between the third party verification/UIV and the documents provided by the client, SDHC will use the most accurate information and document why.</p> <ul style="list-style-type: none"> • SDHC will use the most current verified income data (and historical income data if appropriate) to calculate anticipated annual income. 	

Current	Revision	Explanation
	<ul style="list-style-type: none"> • SDHC will analyze all data (UIV data, third party verification and other documents/information provided by the family) and attempt to resolve the income discrepancy • SDHC will review historical income data for patterns of employment, paid benefits, and/or receipt of other income, when SDHC can not readily anticipate income, such as in cases of seasonal employment, unstable working hours, and suspected fraud. <p>SDHC will allow up to ten days for families to provide documents.</p> <p>SDHC will not delay the processing of an application beyond two weeks because third-party verification is impossible to obtain.</p> <p>Self-Certification/Self-Declaration</p> <p>When information cannot be verified by a third party or by review of documents, families will be required to submit a self-certification. Self-certification means a notarized statement.</p> <p>SDHC will allow up to ten days for a family to provide a self-certification or self-declaration if other forms of verification are impossible to obtain.</p>	

Current	Revision	Explanation
<p>VERIFICATION OF ASSETS Chapter 3</p> <p><u>Family Assets</u></p> <p>The Housing Commission will require the necessary information to determine the current cash value of assets which is the net amount the family would receive if the asset were converted to cash using the following:</p> <ol style="list-style-type: none"> 1. Verification forms, letters, or documents from a financial institution or broker. 2. Passbooks, certificates of deposit, bonds, or financial statements completed by a financial institution or broker. 3. Checking account statements. Whenever possible, the average balance for two months will be obtained. However, if unable to obtain, the current balance will be used. 4. Quotes from a stockbroker or realty agent as to net amount family would receive if they liquidated securities or real estate. 5. Real estate tax statements if the approximate current market value can be deduced from assessment. 6. Financial statements for business assets. 7. Copies of closing documents showing the selling price and the distribution of the sales proceeds. 8. Appraisals of personal property held as an investment. 9. Family's self-certification describing assets or cash held at the family's home or in safe deposit boxes. 	<p>VERIFICATION OF ASSETS Chapter 3</p> <p>Family Assets</p> <p>Current cash value of a family's assets is the net amount the family would receive if the assets were converted to cash.</p> <ul style="list-style-type: none"> • Assets Totaling \$1,000 or Less: SDHC will not verify through third-party methods because of the negligible impact on the HAP amount. • Assets that exceed \$1,000: SDHC will attempt third-party verification of all family assets and will utilize the current balance for savings accounts and will determine the average balance for checking accounts. <p>Acceptable verification may include any of the following:</p> <ul style="list-style-type: none"> • Third-party written verification forms, letters, or documents provided directly by a financial institution or broker, unless not cost effective. • Checking account statements (3 – 6 bank statements), certificates of deposit, bonds, or financial statements supplied by a family if completed by a financial institution or broker • Estimates by a stockbroker or real estate agent of the net amount a family would receive if it liquidated securities or real estate. • Real estate tax statements if the approximate current market value can be deduced from them • Financial statements for business assets • Copies of closing documents showing selling price and distribution of sales proceeds • Appraisals of personal property held as an investment • A family's self-certification describing assets or cash held at the family's home or in safe-deposit boxes. 	<p>Brings SDHC into compliance with HUD's "Verification Guidance" manual published March 2004.</p>

Current	Revision	Explanation
<p>CHILD CARE EXPENSES Chapter 3</p> <p>Child care expenses for children under 13 may be deducted from annual income if they enable an adult to work, attend school full time, or actively seek employment.</p> <p>In the case of a child attending private school, only after-hours care can be counted as child care expenses.</p> <p>Child care expenses cannot be allowed as a deduction if there is an adult household member capable of caring for the child who can provide the child care. Examples of those adult members who would be considered unable to care for the child include:</p> <ul style="list-style-type: none"> • The abuser in a documented child abuse situation; or • A person with a disability or older person unable to take care of a small child, as verified by a reliable knowledgeable source. <p>Deductions for child care expenses are based on the following guidelines:</p> <ul style="list-style-type: none"> • Child care to work: The maximum child care expense allowed must be less than the amount earned by the person enabled to work. The "person enabled to work" will be the adult member of the household who earns the least amount of income from working. • Child care for school: The number of hours claimed for child care may not exceed the number of hours the family member is attending school, including reasonable travel time to and from school. • Child care for seeking employment: The number of hours claimed for child care may not exceed 20 hours per week. 	<p>CHILD CARE EXPENSES Chapter 3</p> <p>Child care expenses for children under 13 may be deducted from annual income if they enable an adult to work, attend school full time, or actively seek employment.</p> <p>The cost of tuition for a child attending private school will not be counted as child care expenses, only after-hours care can be counted as child care expenses.</p> <p>Deductions for child care expenses are based on the following guidelines:</p> <ul style="list-style-type: none"> • Child care to work: The maximum child care expense allowed must be less than the amount earned by the person enabled to work. The "person enabled to work" will be the adult member of the household who earns the least amount of income from working. • Child care for school: The number of hours claimed for child care may not exceed the number of hours the family member is attending school, including reasonable travel time to and from school. • Child care for seeking employment: The number of hours claimed for child care may not exceed 20 hours per week. 	<p>Per HUD requirement, removes the policy that child care expenses would not be allowed when there is an adult member in the household who can provide the child care.</p>

Current	Revision	Explanation
<p>VERIFICATION OF REASONABLE ACCOMMODATION TO ACCOMMODATE A PERSON WITH A DISABILITY Chapter 3</p> <p>Acceptable documentation as verification of reasonable accommodation to accommodate a person with a disability would be a letter from a licensed third-party professional or certified social service agency to the Housing Commission describing how the special housing type requested provides the accommodation which the person needs.</p> <p>The Housing Commission's decision with supporting documentation will be maintained in the applicant/participant's file. The requested housing type must be approvable by all other HUD standards and HQS requirements in accordance with 24 CFR 982 Section M, Special Housing Types.</p>	<p>VERIFICATION OF REASONABLE ACCOMMODATION TO ACCOMMODATE A PERSON WITH A DISABILITY Chapter 3</p> <p>Acceptable verification of reasonable accommodation to accommodate a person with a disability include in this order:</p> <ol style="list-style-type: none"> 1. SDHC verification form completed by a State of California licensed doctor, or other licensed medical professional, such as a nurse, psychiatrist, psychologist, or a social service professional. 2. A letter from a State of California licensed doctor, or other licensed medical professional, such as a nurse, psychiatrist, psychologist, or a social service professional that provides the following information: <ul style="list-style-type: none"> • Whether or not the nature of the patient's disability requires an accommodation in order to make the program equally accessible • If yes, how long the need will last • What accommodation is being requested by the family and recommended by the Health Provider • An explanation of how this accommodation to the patient's disability is reasonably necessary to make the program accessible • If the accommodation cannot be provided, a list of all alternatives that would serve to make the Section 8 program accessible to the family. <p>The Housing Commission's decision with supporting documentation will be maintained in the applicant/participant's file. The requested housing type must be approvable by all other HUD standards and HQS requirements in accordance with 24 CFR 982 Section M, Special Housing Types.</p>	<p>Clarifies policy in compliance with the Americans with Disabilities Act (ADA).</p>

Current	Revision	Explanation
<p>NO PRIOR POLICY</p>	<p>REIMBURSEMENT POLICY WHEN HOUSING COMMISSION ERROR Chapter 4</p> <p>For every change in the rent, the Housing Commission will provide the participant a rent portion letter. The letter will give information regarding the method for calculating the rent and it will allow seventeen calendar days to dispute the calculation. If the participant disputes the calculation within the seventeen day period and it is determined that an error was made, the rent will be corrected retroactively and reimbursement will be made.</p>	<p>Establishes a reimbursement policy when SDHC makes an error.</p>
<p>DETERMINING FAMILY SUBSIDY STANDARDS (VOUCHER SIZE) Chapter 5</p> <p>The Housing Commission does not determine who shares a bedroom/sleeping room.</p> <p>All standards in this section relate to the number of bedrooms on the Voucher, not the family’s actual living arrangements. The subsidy standards for voucher size shall be applied in a manner consistent with fair housing guidelines.</p> <p>The unit size on the Voucher remains the same as long as the family composition remains the same, regardless of the actual unit size rented, except when there is a Subsidy Standard change in the Administrative Plan. Subsidy Standard changes in the Administrative Plan will be implemented at the next annual reexamination or move, whichever occurs first.</p> <p>The Housing Commission assigns bedrooms within the following guidelines:</p> <ul style="list-style-type: none"> • The Housing Commission must approve all members of the family residing in the unit. • One bedroom is assigned to each two household members, regardless of sex, age or relationship. • Exceptions may occasionally be made for serious 	<p>DETERMINING FAMILY SUBSIDY STANDARDS (VOUCHER SIZE) Chapter 5</p> <p><u>Initial Issuance and Decreases in Household Composition</u></p> <p>The Housing Commission does not determine who shares a bedroom/sleeping room.</p> <p>All standards in this section relate to the number of bedrooms on the Voucher, not the family’s actual living arrangements. The subsidy standards for voucher size shall be applied in a manner consistent with fair housing guidelines.</p> <p>The Housing Commission may make the administrative decision to change its subsidy standards at any time, without prior notice to its participants, should the circumstances warrant it, such as in the case of funding reductions.</p> <p>The unit size on the Voucher remains the same as long as the family composition remains the same, regardless of the actual unit size rented, except when there is a Subsidy Standard change. Subsidy Standard changes will be implemented at the next annual reexamination or move, whichever occurs first.</p> <p>The guidelines below will be used to determine initial eligibility and decreases in household size.</p>	<p>Subsidy Standards changes implemented as cost cutting measures.</p>

Current	Revision	Explanation
<p>medical reasons if the need for a reasonable accommodation is clear, compelling, well documented and there are no other alternative solutions. (See Section B. Exceptions to Subsidy Standards for reasonable accommodation requirements.)</p> <ul style="list-style-type: none"> • Live-in aides must be approved by the Housing Commission prior to moving into the assisted unit. To receive approval, live-in aides must perform vital assistance that cannot be provided in any other way to an elderly household member or a household member with disabilities. The live-in aide will be counted as one household member for purposes of voucher size assignment. The live-in aide's family members may reside in the unit as long as the unit is not over-crowded. • Voucher size at eligibility will be assigned so as not to require use of the living room for sleeping purposes except in zero bedroom units. • Foster children will be included in determining voucher size only if verification completed by a social service agency confirms that they will be in the unit for more than six months. • Space will not be provided for a family member, other than a spouse/co-head, who will be absent 51% or more of the time, such as a member absent due to military service or a student who does not live at home during the school year. • Bedroom sizes are based on available funding. • Single persons may be allocated one bedroom, based on available funding. • For initial issuance only, a single pregnant woman with no other members must be treated as a two-person family. <p>The guidelines below will be used to determine initial eligibility and decreases in household size.</p>	<ul style="list-style-type: none"> • The Housing Commission must approve all members of the family residing in the unit. • One bedroom is assigned to each two household members, regardless of sex, age or relationship. When funding is available, one bedroom will be assigned for the head of household and/or spouse or co-head, and one bedroom awarded to each two family members, regardless of sex, age or relationship. • Exceptions to these standards may be made in accordance with state and federal law to accommodate a legally recognized disability. When a disabled family member requires their own bedroom as a reasonable accommodation; the remaining household members will be assigned one bedroom for each two household members regardless of sex, age or relationship. • Live-in aides must be approved by the Housing Commission prior to moving into the assisted unit. To receive approval, live-in aides must perform vital assistance that cannot be provided in any other way to an elderly household member or a household member with disabilities. An additional bedroom will be assigned for the live-in aide. The live-in aide's family members may reside in the unit as long as the unit is not over-crowded. • Foster children will be included in determining voucher size only if verification completed by a social service agency confirms that they will be in the unit for more than six months. • Space will not be provided for a family member, other than a spouse/co-head, who will be absent 51% or more of the time, such as a member absent due to military service or a student who does not live at home during the school year. • Bedroom sizes are based on available funding. • For initial issuance only, a single pregnant woman with no other members must be treated as a two-person 	

Current	Revision	Explanation																																																				
<p style="text-align: center;">INITIAL VOUCHER SIZE ISSUANCE CHART Chart 1</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th rowspan="2">Voucher Size</th> <th colspan="2">Persons in Household</th> </tr> <tr> <th>Minimum</th> <th>Maximum</th> </tr> </thead> <tbody> <tr><td>0 Bedroom</td><td>1</td><td>1</td></tr> <tr><td>1 Bedroom</td><td>1</td><td>2</td></tr> <tr><td>2 Bedroom</td><td>3</td><td>4</td></tr> <tr><td>3 Bedroom</td><td>5</td><td>6</td></tr> <tr><td>4 Bedroom</td><td>7</td><td>8</td></tr> <tr><td>5 Bedroom</td><td>9</td><td>10</td></tr> <tr><td>6 Bedroom</td><td>11</td><td>12</td></tr> </tbody> </table>	Voucher Size	Persons in Household		Minimum	Maximum	0 Bedroom	1	1	1 Bedroom	1	2	2 Bedroom	3	4	3 Bedroom	5	6	4 Bedroom	7	8	5 Bedroom	9	10	6 Bedroom	11	12	<p style="text-align: center;">family.</p> <p style="text-align: center;">INITIAL VOUCHER SIZE ISSUANCE CHART Chart 1</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th rowspan="2">Voucher Size</th> <th colspan="2">Persons in Household</th> </tr> <tr> <th>Minimum</th> <th>Maximum</th> </tr> </thead> <tbody> <tr><td>0 Bedroom</td><td>1</td><td>1</td></tr> <tr><td>1 Bedroom</td><td>1</td><td>2</td></tr> <tr><td>2 Bedroom</td><td>2</td><td>4</td></tr> <tr><td>3 Bedroom</td><td>4</td><td>6</td></tr> <tr><td>4 Bedroom</td><td>6</td><td>8</td></tr> <tr><td>5 Bedroom</td><td>8</td><td>10</td></tr> <tr><td>6 Bedroom</td><td>10</td><td>12</td></tr> </tbody> </table>	Voucher Size	Persons in Household		Minimum	Maximum	0 Bedroom	1	1	1 Bedroom	1	2	2 Bedroom	2	4	3 Bedroom	4	6	4 Bedroom	6	8	5 Bedroom	8	10	6 Bedroom	10	12	
Voucher Size		Persons in Household																																																				
	Minimum	Maximum																																																				
0 Bedroom	1	1																																																				
1 Bedroom	1	2																																																				
2 Bedroom	3	4																																																				
3 Bedroom	5	6																																																				
4 Bedroom	7	8																																																				
5 Bedroom	9	10																																																				
6 Bedroom	11	12																																																				
Voucher Size	Persons in Household																																																					
	Minimum	Maximum																																																				
0 Bedroom	1	1																																																				
1 Bedroom	1	2																																																				
2 Bedroom	2	4																																																				
3 Bedroom	4	6																																																				
4 Bedroom	6	8																																																				
5 Bedroom	8	10																																																				
6 Bedroom	10	12																																																				
<p>EXCEPTIONS TO SUBSIDY STANDARDS Chapter 5</p> <p>The Housing Commission may grant exceptions to the subsidy standards, upon request, providing the Housing Commission determines the exceptions are clearly justified in a compelling manner as a reasonable accommodation for any member(s) with disabilities and there are no other reasonable alternative solutions.</p> <p>The disability must meet the HUD definition of disability that requires a reasonable accommodation.</p>	<p>EXCEPTIONS TO SUBSIDY STANDARDS Chapter 5</p> <p>The Housing Commission may grant exceptions to the subsidy standards, upon request, in order to accommodate a legally recognizable disability. Exceptions to the subsidy standards shall be made in accordance with state and federal law. When an exception is granted as a reasonable accommodation for a disabled family member of an applicant or participant household; the remaining household members will be assigned one bedroom for each two household members regardless of sex, age or relationship.</p> <p>The disability must meet the HUD definition of disability that requires a reasonable accommodation.</p>	<p>Exceptions to the subsidy standards will be granted as a reasonable accommodation in compliance with the Americans with Disabilities Act (ADA).</p>																																																				

Current	Revision	Explanation																																
<p>Changes in Household Composition for Participants Chapter 5</p> <p>The Housing Commission must approve the members of the family residing in the unit. The family must obtain owner and Housing Commission prior approval for additional family members before the new member occupies the unit except for additions by birth, adoption, or court-awarded custody, in which case the family must inform the Housing Commission in writing within 10 calendar days.</p> <p>Live-in attendants will be provided a separate bedroom if the live-in aide is approved by the Housing Commission. Determinations for additional bedrooms for the live-in aide's family composition will be based on the guidelines below.</p> <p>The HQS guidelines below will be used to determine voucher size issuance for changes in household composition for participants.</p> <p style="text-align: center;">HQS GUIDELINES FOR MAXIMUM NUMBER OF PEOPLE RESIDING IN THE UNIT</p> <table border="0" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: left;">Unit Size</th> <th style="text-align: left;">Maximum Number in Household</th> </tr> </thead> <tbody> <tr><td>0 Bedroom</td><td>1</td></tr> <tr><td>1 Bedroom</td><td>4</td></tr> <tr><td>2 Bedroom</td><td>6</td></tr> <tr><td>3 Bedroom</td><td>8</td></tr> <tr><td>4 Bedroom</td><td>10</td></tr> <tr><td>5 Bedroom</td><td>12</td></tr> <tr><td>6 Bedroom</td><td>14</td></tr> </tbody> </table>	Unit Size	Maximum Number in Household	0 Bedroom	1	1 Bedroom	4	2 Bedroom	6	3 Bedroom	8	4 Bedroom	10	5 Bedroom	12	6 Bedroom	14	<p>Increases in Household Composition for Participants Chapter 5</p> <p>The family must obtain prior approval from the owner and Housing Commission for additional family members, before any new adult member occupies the unit. Prior approval is not required for additions by birth, adoption, or court-awarded custody; however, the family must inform the Housing Commission in writing within 10 calendar days. Requests by the family to add additional family members, other than by birth, adoption, marriage or court-awarded custody, will only be approved if they do not require an increased voucher size.</p> <p>The guidelines below on Chart 2, will be used to determine the maximum number of people that can be added to a household without increasing the voucher size. In addition, Chart 2 will be utilized when the number of household members who have been added to the family due to additions by birth, adoption, marriage or court-awarded custody, exceeds the maximum number allowed for their voucher size. They will be assigned a larger voucher size based on the voucher size issuance standards on Chart 2.</p> <p style="text-align: center;">VOUCHER SIZE ISSUANCE FOR INCREASES Chart 2</p> <table border="0" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: left;">Unit Size</th> <th style="text-align: left;">Maximum Number in Household</th> </tr> </thead> <tbody> <tr><td>0 Bedroom</td><td>1</td></tr> <tr><td>1 Bedroom</td><td>4</td></tr> <tr><td>2 Bedroom</td><td>6</td></tr> <tr><td>3 Bedroom</td><td>8</td></tr> <tr><td>4 Bedroom</td><td>10</td></tr> <tr><td>5 Bedroom</td><td>12</td></tr> <tr><td>6 Bedroom</td><td>14</td></tr> </tbody> </table> <p>NOTE: Children ten (10) years or older will not be required to share a living/sleeping room.</p>	Unit Size	Maximum Number in Household	0 Bedroom	1	1 Bedroom	4	2 Bedroom	6	3 Bedroom	8	4 Bedroom	10	5 Bedroom	12	6 Bedroom	14	<p>As a cost cutting measure, requests by families to add additional family members, other than by birth, adoption, marriage or court-awarded custody, will only be approved if they do not require an increased voucher size.</p>
Unit Size	Maximum Number in Household																																	
0 Bedroom	1																																	
1 Bedroom	4																																	
2 Bedroom	6																																	
3 Bedroom	8																																	
4 Bedroom	10																																	
5 Bedroom	12																																	
6 Bedroom	14																																	
Unit Size	Maximum Number in Household																																	
0 Bedroom	1																																	
1 Bedroom	4																																	
2 Bedroom	6																																	
3 Bedroom	8																																	
4 Bedroom	10																																	
5 Bedroom	12																																	
6 Bedroom	14																																	

Current	Revision	Explanation
<p>METHOD OF RENT PAYMENT Chapter 9</p> <p>No prior policy.</p>	<p>METHOD OF RENT PAYMENT Chapter 9</p> <p>Housing Assistance Payments to owners will be paid through direct deposit to the owner's financial institution.</p>	<p>Cost-cutting measure which expedites payments to owner accounts and decreases risk of fraud and forgery.</p>
<p>RENT REASONABLENESS METHODOLOGY Chapter 9</p> <p>Also, the Housing Commission refers to the database for two comparables for each move-in and annual reexamination inspection. If the need arises, the owner may submit information on two unassisted units from different complexes, preferably under different ownership, within a 2 mile radius.</p>	<p>RENT REASONABLENESS METHODOLOGY Chapter 9</p> <p>Also, the Housing Commission refers to the database for two comparables for each move-in and annual reexamination inspection and the average amount of the two comparables is used to determine the maximum reasonable rent. If the need arises, the owner may submit information on two unassisted units from different complexes, preferably under different ownership, within a 2 mile radius.</p>	<p>The computer software program automatically averages the two comparables to determine the maximum reasonable rent.</p>
<p>ADMINISTRATIVE REVIEW PROCEDURES Chapter 11</p> <p>No prior policy identified in Administrative Plan.</p>	<p>ADMINISTRATIVE REVIEW PROCEDURES Chapter 11</p> <p>New Admissions</p> <p>The Housing Commission will issue a written Notice of Intended Action to Section 8 applicants that have been determined ineligible. The Notice will include the reason(s) for the decision and the procedures and timeframe for requesting an Administrative Review.</p> <p>The Administrative Review shall be conducted by any person designated by the Housing Commission other than the person who made or approved the original decision under review.</p> <p>The applicant shall be given the opportunity to present documentation or written objections to the Housing Commission's decision. The Housing Commission shall promptly notify the participant in writing of the decision.</p>	<p>Per HUD regulations, applicants who have been denied eligibility are given an opportunity for an Administrative Review, rather than an Informal Hearing.</p>

Current	Revision	Explanation
<p>APPROVAL OF APPLICANTS AND HOUSEHOLD ADDITIONS Chapter 11</p> <p>If an applicant, a member of an applicant or participant household or an addition to the participant’s household, including a live-in aide, has been arrested, convicted or otherwise been determined to have engaged in drug-related or violent criminal activity within the prior five years, admission or continued participation may be denied.</p>	<p>APPROVAL OF APPLICANTS AND HOUSEHOLD ADDITIONS Chapter 11</p> <p>If an applicant, a member of an applicant or participant household or an addition to the participant’s household, including a live-in aide, has been arrested, convicted or otherwise been determined to have engaged in illegal drug-related or violent criminal activity within the prior five years, admission or continued participation may be denied. In cases where a family member recently has been released from incarceration for drug-related or violent criminal activity and it has been more than five years since the activity occurred, the Housing Commission and the family will execute a stipulated agreement that should engagement in such activity by any household member occur the Housing Commission will issue a Notice of Intended Action to terminate assistance.</p>	<p>Ensures that the family understands that engagement in illegal drug activity or violent criminal activity by any household member may result in termination of eligibility for the program.</p>
<p>MODERATE REHABILITATION WAITING LIST AND LEASE UP Chapter 13</p> <p>Applicants on the Section 8 Waiting List will be contacted in preference order by written notice of the availability of a Mod Rehab rental unit. The notice will provide a brief explanation of the Mod Rehab Program.</p> <p>When the Mod Rehab Housing Assistant receives notice that a participant will be vacating a Mod Rehab unit, the next 20 applicants on the Section 8 Waiting List will be contacted and a “Referral List” will be sent to the owner. The owner will be responsible for selecting a tenant.</p>	<p>MODERATE REHABILITATION WAITING LIST AND LEASE UP Chapter 13</p> <p>When the owner notifies the Housing Commission of a vacant unit, the computer will randomly select an adequate number of applicants within the top preference category. Selected applicants will be notified of the opportunity to be considered for the vacant unit and that it will be their responsibility to request a further opportunity if they wish to be considered for future vacancies.</p>	<p>This policy alleviates the following problems caused by the current policy which offers Moderate Rehabilitation (Mod Rehab) units to applicants who are first on the waiting list:</p> <ul style="list-style-type: none"> • Lack of interest in a Mod Rehab unit because they will shortly receive a voucher or Public Housing. • Moving shortly after receiving the Mod Rehab unit because their name is pulled for either the Section 8 or Public Housing programs.

Current	Revision	Explanation
<p>GLOSSARY ACRONYMS USED IN SUBSIDIZED HOUSING</p> <p>ADA Currently no definition</p> <p>TASS Currently no definition</p> <p>UIV Currently no definition</p>	<p>GLOSSARY ACRONYMS USED IN SUBSIDIZED HOUSING</p> <p>ADA Americans with Disabilities Act of 1990</p> <p>TASS HUD's Tenant Assessment Subsystem</p> <p>UIV Upfront Income Verification</p>	

San Diego Housing Commission
Public Housing Program – Summary of Proposed Major Changes

ADMISSIONS AND CONTINUED OCCUPANCY PLAN

Location	Subject	Current Policy	Proposed Policy	Justification
Chapter 4 Section B Page 19	TENANT SELECTION AND ASSIGNMENT PLAN Waiting List Order	<ol style="list-style-type: none"> Applicants who Live and/or Work in the City of San Diego who are families of two or more people or single persons who are age 62 or older, displaced, homeless or a person with disabilities. Other applicants who Live/Work in the City of San Diego. Applicants who do not Live and/or Work in the City of San Diego who are families of two or more people or single persons who are age 62 or older, displaced, homeless, or a person with disabilities. Other applicants who do not Live/Work in the City of San Diego. 	<ol style="list-style-type: none"> Applicants who Live and/or Work in the City of San Diego who are families of two or more people or single persons who are displaced or disabled or age 62 or older, or a homeless person with a disability. Other applicants who Live/Work in the City of San Diego. Applicants who do not Live and/or Work in the City of San Diego who are families of two or more people or single persons who are displaced or disabled or age 62 or older, or a homeless person with a disability. Other applicants who do not Live/Work in the City of San Diego. 	To be consistent with Section 8 program preferences
Chapter 4 Section L Page 23	TENANT SELECTION AND ASSIGNMENT PLAN Plan for Unit Offers	Three offers of a vacant unit of appropriate bedroom size will be made in rank order from the approved waiting pool. Public housing residents needing transfers will have priority over applicants.	Three offers of a vacant unit of appropriate bedroom size, at different complexes , will be made in rank order from the approved waiting pool. Public housing residents needing transfers will have priority over applicants.	Administrative Change - Clarification
Chapter 6 Section G Page 32	DETERMINATION OF TOTAL TENANT PAYMENT Medical Expenses	None	<p>An assistance animal is one that works, provides assistance or performs tasks for the benefit of a person with a disability. The need for an assistance animal has to be directly related to a disability, and the services performed by the animal must alleviate one or more identified symptom of that person's disability.</p> <p>Veterinary bills as well as other expenses related to the upkeep of the assistance animal or companion animal are allowed medical expense for a qualified assistance animal.</p>	Section 504 of the Rehabilitation Act of 1973. Reasonable Accommodation
Chapter 7 Page 37	VERIFICATION PROCEDURES	<p>The SDHC will verify information through the four methods of verification acceptable to HUD in the following order:</p> <ol style="list-style-type: none"> Third-Party Written: The SDHC' first choice is a written third-party verification to substantiate claims made by an applicant or resident. <p>Verifications received electronically directly from the source or authorized agent of the source is considered third-party written verification.</p> <p>Computer generated documents delivered by the family from the following agencies are considered third party verification:</p> <ul style="list-style-type: none"> Social Security Administration (Including annual award letter) Veterans Administration Welfare Assistance Bank Statements Unemployment Compensation Board State Disability 	<p>Highlights of the changes in policy:</p> <p><u>VERIFICATION OF INCOME</u></p> <p>The SDHC will verify information through the five methods of verification acceptable to HUD in the following order:</p> <ol style="list-style-type: none"> Up-front income verification (UIV) Third-party written verification Third-party oral verification Review of documents Certification/self-declaration <p><u>Up-Front Income Verification (UIV)</u> The SDHC will utilize up-front income verification tools, including TASS and the Work Number, whenever possible.</p> <p>When HUD announces the availability of the UIV system for our use, we will utilize additional UIV tools, including a centralized computer matching system. The SDHC will pursue other computer matching agreements with federal, state, and local government agencies.</p>	To be in compliance with HUD language 24 CFR 960.259

San Diego Housing Commission
Public Housing Program – Summary of Proposed Major Changes

Location	Subject	Current Policy	Proposed Policy	Justification
		<p>City or County Courts</p> <p>In addition, the following documentation of Social Security benefits will be considered third-party verification:</p> <p>SSA benefit letter dated within the last twelve months. Cost of living adjustment statement dated within the last twelve months. Bank statement with SSI benefits amount or the combination of SSI and SSA benefits.</p> <p>The SDHC will send requests for third-party written verification to the source if the computer-generated verification provided by the family is questionable.</p> <p>2. Third-Party Oral: The SDHC may also use telephone verifications.</p> <p>3. Review of Documents: The SDHC will review documents, when relevant, to substantiate the claim of an applicant or resident.</p> <p>4. Notarized Statement: A notarized statement will be accepted when no other form of verification is available.</p> <p>If third party verification is not received directly from the source, HA staff will document the file as to why third party verification was impossible to obtain and another method was used (such as reviewing documents families provide.) (See Chapter 3. C. Processing Applications.)</p> <p>For applicants, verifications may not be more than 180 days old at the time of a unit offer. For tenants, they are valid for 180 days from date of receipt.</p>	<p><u>Use of Third-Party Verification to Supplement Up-Front Income Verification</u> <i>Up-front income verification replaces, to the maximum extent possible, the more time consuming and less accurate third-party verification process of contacting individual employers identified by families or reviewing outdated income verification documents</i></p> <p><u>Third-Party Written Verification</u> <i>Third-party verification is used to verify information directly with the source. Computer generated documents delivered by the family are not considered third-party. Verifications are valid for 90 days from date of receipt.</i></p> <p><u>Third-Party Oral Verification</u> <i>Oral third-party verification will be used when written third-party verification is delayed or impossible.</i></p> <p><u>Review of Documents</u> <i>The SDHC will accept the following documents from families providing that tampering can be easily noted:</i></p> <ul style="list-style-type: none"> • <i>Printed wage stubs</i> • <i>Computer printouts from employers</i> • <i>Signed letters (provided that the information is confirmed by phone)</i> • <i>Other documents identified by SDHC as acceptable verification</i> <p><u>Self-Certification/Self-Declaration</u> <i>When information cannot be verified by a third party or by review of documents, families will be required to submit a self-certification.</i></p> <p><i>Self-certification means a notarized statement signed under penalty of perjury in the presence of a witness.</i></p> <p><u>VERIFICATION OF ASSETS</u></p> <p><u>Family Assets</u> <i>SDHC will require the information necessary to determine the current cash value of the family's assets, if the total value of those assets exceeds \$1,000. "Cash value" is the net amount the family would receive if the assets were converted to cash. Assets totaling \$1,000 or less will not be verified because of the negligible impact on the TTP amount.</i></p> <p><i>The PHA will utilize the current balance for savings accounts and the average six-month balance for checking accounts. The PHA will require the information necessary to determine the current cash value of a family's assets (the net amount the family would receive if the asset were converted to cash).</i></p>	
Chapter 7	VERIFICATION	None	3. Operation of a small family day care home requires the	State Health & Safety

San Diego Housing Commission
Public Housing Program – Summary of Proposed Major Changes

Location	Subject	Current Policy	Proposed Policy	Justification
Page 52	PROCEDURES Child Care Business		<i>following:</i> a) <i>Maintaining in force either liability insurance covering injury to clients and guests in the amount of at least (\$100,000) per occurrence and (\$300,000) in the total annual aggregate; OR</i> b) <i>A bond in the aggregate amount of (\$300,000); OR</i> c) <i>In lieu of the liability insurance or the bond, the small family day care home may maintain a file of affidavits signed by each parent with a child enrolled in the home; AND</i> d) <i>The small family day care home shall contain a fire extinguisher and smoke detector device. Verification of compliance will be required.</i>	Code 1597.531
Chapter 9 Section C Page 64	LEASING Additions to the Lease	None	<i>A family on the mandatory transfer list who request an addition to the household must be considered on the basis of the unit size for which they were eligible, prior to the addition of another household member. The transfer will still occur even if the requested addition is approved.</i>	Additional Clarification
Chapter 14 Section A 3(b) Page 72	FAMILY DEBTS TO THE SDHC Rent Payment Procedure	a. Monthly rent payments are to be made in the form of a check or money order payable to the San Diego Housing Commission and mailed as directed by the SDHC. Rent payments can also be made personally at a SDHC Area Office (178 Calle Primera or 7777 Belden Street) in the provided deposit drop box.	a. Monthly rent payments are to be made in the form of a check or money order payable to the San Diego Housing Commission and mailed as directed by the SDHC. <i>b. Rent payments can also be made personally at a SDHC Area Office (178 Calle Primera or 7777 Belden Street) in the provided deposit drop box.</i>	Administrative Change

LEASE AGREEMENT

Location	Subject	Current Language	Proposed Language	Justification
Addendum A Page 1	HOUSE RULES The Unit	Addition of new rule	<ul style="list-style-type: none"> <i>No furniture permitted on the patio, porch or yard, except patio furniture.</i> <i>No storage is allowed on the patio or driveway; storage under canvass and tarps is prohibited</i> 	Site appearance
Addendum A Page 1	HOUSE RULES Grounds and Common Areas	Addition of new rule	<ul style="list-style-type: none"> <i>Hanging of clothing or other items to dry is prohibited unless your laundry facility has an area designated specifically for this purpose.</i> 	Site appearance
Addendum A Page 2	HOUSE RULES Trash	Addition of new rule	<ul style="list-style-type: none"> <i>All garbage and trash shall be deposited in receptacles provided for that purpose by the SDHC. Items that will not fit inside the receptacle are to be removed from the property or broken into pieces small enough to fit inside the receptacle. If this is not done, the SDHC may have the item removed and the cost will be charged to the responsible resident.</i> 	Proper disposal of trash

GRIEVANCE PROCEDURE

Location	Subject	Current Language	Proposed Language	Justification
Page 5 Section 6 Paragraph C	PROCEDURES GOVERNING HEARINGS	None	<i>The hearing shall be considered abandoned if the Complainant fails to appear or call within 20 minutes of the scheduled hearing time. The hearing may be rescheduled if the complainant can document a medical emergency and the</i>	Formalize current practice

San Diego Housing Commission
Public Housing Program – Summary of Proposed Major Changes

Location	Subject	Current Language	Proposed Language	Justification
			<i>SDHC verifies its validity.</i>	
Page 6 Section 7 Paragraph A (3)	WRITTEN DECISION	None	(3) Complainant shall have 90 days, from the date of the hearing officer's written decision, to appeal.	State Law CCC 1094.6 Additional Language

SERVICE ANIMAL POLICY

Location	Subject	Current Language	Proposed Language	Justification
Page 1	CRITERIA	NONE: Current policy is for "pets", "service animals" are not considered pets.	<p>Highlights of the policy:</p> <p><i>Assistance animals are animals that work, provide assistance, or perform tasks for the benefit of a person with a disability, or animals that provides emotional support that alleviates one or more identified symptoms or effects of a person's disability. Assistance animals – often referred to as "service animals," "assistive animals," "support animals," or "therapy animals" – perform many disability-related functions, including but not limited to the following:</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> <i>Guiding individuals who are blind or have low vision;</i> <input type="checkbox"/> <i>Alerting individuals who are deaf or hearing impaired;</i> <input type="checkbox"/> <i>Providing minimal protection or rescue assistance;</i> <input type="checkbox"/> <i>Pulling a wheelchair;</i> <input type="checkbox"/> <i>Fetching items;</i> <input type="checkbox"/> <i>Alerting persons to impending seizures; or</i> <input type="checkbox"/> <i>Providing emotional support to persons with disabilities who have a disability-related need for such support. ("Companion animals" or "therapy animals" have been prescribed by a doctor as a part of the patient's therapy.)</i> <p><i>A person with a disability is not automatically entitled to have an assistance animal. Reasonable accommodation requires that there is a relationship between the person's disability and his or her need for the animal.</i></p> <p><i>Animal owners' must adhere to the following:</i></p> <ul style="list-style-type: none"> • <i>Provide care for the animal</i> • <i>Ensure animal does not disturb others or become a nuisance</i> • <i>Clean up after the animal.....etc.</i> <p><i>Provides additional provisions for:</i></p> <ul style="list-style-type: none"> • <i>Animal Removal</i> • <i>Animal Owners' Responsibility</i> • <i>Additional costs</i> <p><i>Public Housing Lease Addendum H – Service Animal Agreement must be signed by the service animal owner.</i></p>	Administrative addition of HUD language

**San Diego Housing Commission
Summary of Revisions to the
Family Self-Sufficiency Action Plan**

Current	Revision	Explanation
<p>MINIMUM PROGRAM SIZE The current FSS Action Plan identifies total program size as 625.</p>	<p>MINIMUM PROGRAM SIZE Revised program size is 550.</p>	<p>The total program size was decreased in response to limited funding.</p>
<p>CONTRACT EXTENSION The current FSS Action Plan allows for extensions up to two (2) years beyond the original five (5) year contract term for participants who needed additional time to complete their Plan.</p>	<p>CONTRACT EXTENSION The revision eliminates the option for a contract extension beyond the original five (5) year term.</p>	<p>Increased access to technology and career resources has made it possible for participants to achieve their program goals and graduate in the original five year period, thus opening space for new participants.</p>
<p>PORTABILITY and FSS The current FSS Action Plan states that if a Section 8 FSS participant requests to leave the jurisdiction before completing the first 12 months of the FSS contract, that SDHC will decide on a case by case basis whether to continue to the contract.</p>	<p>PORTABILITY and FSS The revision requires that any Section 8 FSS participant who is considering porting out must notify their FSS Coordinator <u>prior</u> to porting out to discuss the impact it will have on their FSS contract.</p> <p>The revision states that if a Section 8 FSS participant requests to leave the jurisdiction before completing the first 12 months of the FSS contract, that SDHC will terminate the contract and any accrued escrow funds will be forfeited.</p> <p>The revision states that if a Section 8 FSS participant ports out to a jurisdiction <u>beyond</u> San Diego County during years 2 through 5 of their FSS contract, that SDHC will terminate the FSS contract and any accrued escrow funds will be forfeited.</p> <p>The revision states that if a Section 8 FSS participant moves to another jurisdiction <u>within</u> San Diego County, SDHC will evaluate its ability to continue to provide the needed service coordination on a case by case basis. Participants who port out to the County and who maintain an FSS contract with SDHC will be responsible for maintaining monthly contact with their FSS coordinator and for notifying SDHC of any changes in phone or address.</p>	<p>It has not proven to be effective nor in the best interest of participants for SDHC to attempt to service FSS participants who move to jurisdictions beyond San Diego County or who port out during their first year in FSS.</p> <p>It has been extremely difficult to maintain contact with participants who port out to San Diego County. If it is determined that SDHC can provide the needed service coordination for a participant porting to the County, the participant will be required to assume responsibility for maintaining contact with SDHC.</p>

SCHEDULE OF RESIDENT CHARGES FOR MAINTENANCE

EFFECTIVE: July 1, 2005

*FOR RESIDENT CAUSED DAMAGE OR NEGLECT
BEYOND NORMAL WEAR AND TEAR*

OFFICE HOURS: MONDAY TO FRIDAY - 7:30 A.M. TO 4:00 P.M.
TO REQUEST MAINTENANCE REPAIRS: 1 (800) 250-4455

ALL EMERGENCIES 24 HOURS: 1 (800) 250-4455

THE SAN DIEGO HOUSING COMMISSION RESERVES THE RIGHT TO CONTRACT OUT ANY MAINTENANCE REPAIR

Repair / Replacement Services are included, but not limited to: _____

- | | | |
|--------------|------------------------|---------------|
| Appliance | Fiberglass | Screens |
| Cabinetry | Floor / Tile | Smoke Alarm |
| Carpentry | HVAC | Window / Door |
| Carpet | Landscape / Irrigation | Window Blinds |
| Drywall | Lock / Key | |
| Electrical | Painting | |
| Fence / Gate | Plumbing | |

Repair / Replacement Performed by:	Labor / Travel	Materials	Charge
SDHC Maintenance Staff *	\$35.16 / Hr +	Actual Cost =	Total
	<i>Minimum Charge</i> \$17.50 +	Actual Cost =	Total
Outside Vendor *	Vendor Charge	+ Vendor Cost =	Total

* Work will be performed on a time and materials basis including travel

IMPORTANT

Damage caused by vandalism will not be charged to the resident if reported to the San Diego Police Department and a copy of the police report is provided to the Housing Commission.
MAKING A FALSE POLICE REPORT IS A CRIME