



# REPORT

**DATE ISSUED:** August 8, 2003

**ITEM 100**

**REPORT:** HCR03-058  
For the Agenda of August 15, 2003

**SUBJECT:** Section 8 Management Assessment Program (Citywide)

## SUMMARY

**Issue:** Should the Housing Commission approve the submission of the FY 2003 Section 8 Management Assessment Program (SEMAP) Certification and accompanying resolution to the Department of Housing and Urban Development (HUD)?

**Recommendation:** Authorize the Chief Executive Officer to execute the SEMAP Certification and submit it with the resolution to the HUD Los Angeles office by mail and electronically before August 30, 2003.

**Previous Related Action(s):** The Housing Commission has approved submission of the SEMAP Certification for past fiscal years; the most recent, FY02 was approved on August 16, 2002.

## BACKGROUND

On October 13, 1998, HUD implemented the Section 8 Management Assessment Program to objectively measure a public housing agency's performance in key areas of the Section 8 tenant-based assistance program and to assign performance ratings. A housing authority may be rated as a high, standard or troubled performer.

The Code of Federal Regulation, Section 985.101 requires a housing authority that administers a Section 8 tenant-based assistance program to annually submit a SEMAP certification to HUD within 60 calendar days after the end of its fiscal year.



## **DISCUSSION**

SEMAP consists of fourteen performance indicators that address key areas in the management of the Section 8 Voucher Program (Attachment 1). Each indicator has an assigned point value. A housing authority self certifies to each of the indicators and HUD verifies the housing authorities' SEMAP self certification through annual audits, submission of documents, and through a tenant reporting database system called the PIH Information Center (PIC), maintained by HUD.

The Rental Assistance Program staff has audited tenant files and conducted quality control inspections to determine the present program performance and to prepare the Certification form. The overall SEMAP score is based on the cumulative scores of all fourteen indicators. Attachment 1 is a table of the SEMAP indicators, maximum points available for each indicator, and the Housing Commission's points based on the self-assessment certification (Attachment 2).

For FY03, the Commission's overall SEMAP rating is 100%. Housing authorities that achieve 90% and above are rated as high performers.

Respectfully submitted,

Approved by,

**Signature on File with Original Document**

Patricia Zamora  
Program Manager, Rental Assistance

Elizabeth C. Morris  
Chief Executive Officer

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Attachments: 1. SEMAP Indicators  
2. Self-Certification Form HUD 52648  
3. Resolution

ATTACHMENT 1

**SEMAP INDICATORS  
FY 03**

<b>Performance Indicators</b>	<b>Maximum Points</b>	<b>SDHC Rating</b>
1. Selection from the Waiting List	15	15
2. Reasonable Rent	20	20
3. Determination of Adjusted Income	20	20
4. Utility Allowance Schedule	5	5
5. Housing Quality Standards (HQS) Quality Control Inspections	5	5
6. HQS Enforcement	10	10
7. Expanding Housing Opportunities	5	5
8. Fair Market Rent (FMR) Limit and Payment Standards	5	5
9. Annual Reexaminations	10	10
10. Correct Tenant Rent Calculations	5	5
11. Pre-Contract HQS Inspections	5	5
12. Annual HQS Inspections	10	10
13. Lease-up	20	20
14. Family Self Sufficiency	10	10
<b>Total Possible Points</b>	<b>145</b>	<b>145</b>
Deconcentration Bonus	5	0
<b>Total Points SDHC</b>		<b>145</b>