



REPORT

DATE: For the Agenda of August 16, 2002 **ITEM 102**

REPORT: HCR02-068

SUBJECT: Section 8 Management Assessment Program (Citywide)

SUMMARY

Issue: Should the Housing Commission approve the submission of the FY 2002 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, 2002.

Previous Related Action(s): The Housing Commission has approved submission of the SEMAP Certification for past fiscal years, the most recent, FY 01, was approved on August 17, 2001.

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 submit annually 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 by conducting annual on-site audits, submission of documents, and through a tenant reporting database system called 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 in order 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.

For Indicator #3, Adjusted Income (Attachment #1), the Commission received 15 points out of the possible 20 points because this indicator was rated at 88% accuracy. In order to obtain the maximum points, the agency must rate at 90% accuracy or above. The rental assistance staff continues to focus on improving the score for this indicator by continuing to attend training and closely monitoring their own work. In addition, installation of program compliant software will decrease the occurrence of data entry errors.

The Commission's FY 2002 overall SEMAP rating is 93%. 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

PZ:as/semmap.rpt

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

ATTACHMENT 1

**SEMAP INDICATORS
FY 02**

Performance Indicators	Maximum Points	SDHC Rating
1. Selection from the Waiting List	15	15
2. Reasonable Rent	20	20
3. Determination of Adjusted Income	20	15
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
Total Possible Points	145	140
Deconcentration Bonus	5	5
Total Points SDHC		145