

**REPORT**

DATE ISSUED: March 16, 2007

REPORT NO: HCR 07-020

ATTENTION: Chair and Members of the Housing Commission  
For the Agenda of March 23, 2007

SUBJECT: FY08 ANNUAL AGENCY PLAN (CITYWIDE)

REQUESTED ACTION:

Approval of the Housing Commission's FY2008 Annual Agency Plan, which details proposed changes to the Housing Commission's Public Housing and Section 8 programs, and authorize its submittal to the U.S. Department of Housing and Urban Development (HUD).

STAFF RECOMMENDATION:

Staff recommends the following actions:

- Approve the FY08 Annual Agency Plan (Attachment 1) that details activities planned for the Section 8 and Public Housing programs in FY08;
- Approve the Summary of Revisions to the Section 8 Administrative Plan (Attachment 2), that details proposed changes to the Section 8 program;
- Approve the Summary of Revisions to the Public Housing Admissions and Continued Occupancy Plan (Attachment 3) that details proposed changes to the Public Housing program;
- Approve the Summary of Revision to the Project Based Voucher program (Attachment 4) that details the proposed changes to that program;
- Approve the Summary of Revision to the Family Self-Sufficiency Action Plan (Attachment 5) that details the proposed changes to that program;
- Authorize transmittal of the FY08 Annual Agency Plan, and supporting documents, to HUD before the April 17, 2007 deadline.

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. The FY08 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. The Agency Plan also serves as the annual application for the Capital Fund Program to support physical and management improvements in public housing.

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. Attachment 1 is a copy of the proposed Plan using HUD's standard Agency Plan template. Proposed changes to those programs are highlighted below and in the attachments.

**Changes to Section 8 Administrative Plan (Attachment 2)**

- Indicates that the Housing Commission will utilize the Enterprise Income Verification (EIV) System, which is a HUD computer matching program, for the purpose of verifying the employment & income of tenants.
- Indicates that financial assistance will be included in annual income to determine financial eligibility for students under various circumstances, to abide by HUD's Final Rule on Student Financial Assistance.
- Complies with the Violence Against Women Act (VAWA) as signed into law on January 5, 2006. Housing Commission will follow HUD's requirements as established in the regulation, to address the housing needs of victims of domestic violence, dating violence, sexual assault, and stalking.
- Allows the Housing Commission to pursue federal and state income tax refunds from families who have unpaid balances.
- Clarifies policy on debts due to failure to report accurate information.
- Allows for write-off of small debt, under \$500, to avoid administrative burden.
- Reduces time for owners claiming vacancy loss, from the move out date, from one (1) year to three (3) months.

**Changes to Public Housing – Admission and Continued Occupancy Plan (ACOP) (Attachment 3)**

- Allows a maximum of three (3) days for residents to complete the transfer and vacate and turn in keys for the move-out unit. Any days beyond this maximum will be charged to the resident at the flat rent rate for the move-out unit.
- Requires residents to notify the SDHC of any and all changes in family composition and/or income within 10 days of the change.
- Complies with the Violence Against Women Act (VAWA) as signed in to law on January 5, 2006. Housing Commission will follow HUD's requirements as established in the regulation.
- Allows Housing Commission to serve a termination notice when a participant fails to comply with income reporting requirements, and may be referred for prosecution by the relevant authorities.
- Allows the Housing Commission to serve a resident with a 30-Day Notice to Terminate, with an appropriate appeal process and formal grievance procedure, in the event the resident fails to respond or comply with the notice of delinquency or with any of the resident's obligations under the lease.

- Allows the Housing Commission to follow the HUD prescribed methods for verifying and validating income discrepancies prior to executing a payback or terminating eligibility.
- Allows the Housing Commission to use the State Franchise Tax Board (FTB) Interagency Intercept Collections Program to collect delinquent monies owed by previous participants in public housing programs. All collection efforts will follow FTB procedures.

#### **Changes to Project - Based (Section 8) Voucher Program (Attachment 4)**

- Allows 50 additional vouchers in FY2008, targeted to homeless persons, the elderly or persons with disabilities, or families that received supportive services in addition to housing.
- Clarifies that the goal is to expand and stabilize the housing opportunities of homeless persons/families and increase their economic opportunities by providing supportive services and teaching independent living skills.
- Clarifies that project owner proposals selected through a competitive Request for Proposal process, will provide comprehensive supportive services.
- Clarifies and refines the selection process from the waiting list, and to specify that a preference will be given to homeless persons/families, the elderly, and persons with disabilities.

#### **Changes to Family Self-Sufficiency Action Plan (Attachment 5)**

- Program size from 550 to 500, to establish an 83 to 1 coordinator to participant ratio.
- Allows limited financial resources to be allocated more efficiently, by giving priority for financial support to participants who are expected to graduate from FSS.
- Expands the definition of “previously purchased items” to prevent duplicate expenses, such as auto repairs. This will trigger the intervention of FSS Service Coordinators, who will assist participants to solve recurring barriers through other means besides depleting their escrow accounts.
- Expands Denial of Participation to include those families who have previously participated in the FSS Program, but did not meet graduation requirements during their original contract term.
- Allows participants who meet all graduation requirements prior to the expiration of their Contract to graduate early from FSS, if no additional significant steps are added to their Career Plan.
- Defines the final goal as job advancement on the part of the participant through increased skills acquired during the term of the contract.

FISCAL CONSIDERATIONS:

None with this action, however, the Agency Plan includes information required for HUD's award of FY08 Capital Funds for public housing physical and management improvements. HUD's release of Capital Funds to the Housing Commission is contingent on its review and approval of the FY08 Annual Agency Plan.

COMMUNITY PARTICIPATION AND PUBLIC OUTREACH EFFORTS:

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

Beginning in November 2006 and continuing through January 2007, Housing Commission staff met with the RAB to receive input and discuss the development of the FY08 Annual Agency Plan, including the proposed changes to housing programs as outlined in this report. At the end of this process, the RAB was supportive of the proposed changes presented by staff.

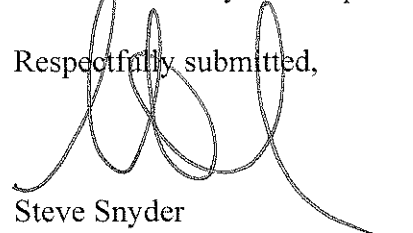
The draft Annual Agency Plan was noticed in the local newspaper for a public review and comment period from January 3, 2007 through February 16, 2007. The draft Plan, and supporting documents, were available for review at the main Housing Commission office and two public housing sites. In addition, the Housing Commission hosted a noticed public meeting on February 20, 2007 at the Housing Commission's Broadway office to formally receive comments from the public. There were two attendees from the RAB at the public meeting.

CONCLUSION

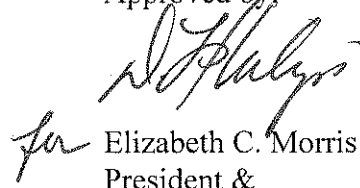
The Plan must be submitted to HUD by April 17, 2007. HUD's review and approval of the Plan during the subsequent 75 days will be based on completeness of information included, consistency with the City's Consolidated Plan, and compliance with QHWRA, the U.S. Housing Act of 1937 and any other applicable 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 review period.

Respectfully submitted,

  
Steve Snyder  
Director of Asset Management

Approved by,

  
for Elizabeth C. Morris  
President &  
Chief Executive Officer

- Attachments:
1. Draft FY08 Annual Agency Plan
  2. Summary of Revisions to the Section 8 Administrative Plan
  3. Summary of Revisions to the Public Housing Admissions and Continued Occupancy Plan Policy
  4. Summary of Revisions to the Project Based Voucher Program
  5. Summary of Revisions to the Family Self-Sufficiency Action Plan

Distribution of these attachments may be limited. Copies are available for review during business hours at the Housing Commission offices at 1122 Broadway, Suite 300.

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

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# Public Housing Authority Plans

City of San Diego - San Diego Housing Commission

Draft Annual Agency Plan for Fiscal Year 2008

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOT**

## PHA Plan Agency Identification

**PHA Name:** San Diego Housing Commission    **PHA Number:** CA063

**PHA Fiscal Year Beginning:** (mm/yyyy) 07/2007

**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: 11,900

**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:				

**Public Access to Information**

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

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

**Display Locations For PHA Plans and Supporting Documents**

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below)

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

- Main business office of the PHA
- PHA development management offices
- Other (list below)

Draft FY08 Agency Plan

**Annual Public Housing Authority**  
**San Diego Housing Commission - Annual Agency Plan - Fiscal Year 2003**  
 [24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

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

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

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

**Not Applicable**

**iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

**Table of Contents**

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## Attachments

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

Attachment A – FY08 Agency Plan Certifications

Attachment B – FY07 Action Plan or Community Development (Consolidated Plan)

Attachment C – San Diego Regional Analysis of Impediments to Fair Housing

Attachment D – Summary of Proposed Changes to the Admissions and Continued Occupancy Plan for Conventional Public Housing (ACOP) and the Revised ACOP

Attachment E – Asset Management – Property Management Maintenance Procedures Manual

Attachment F – Cooperative Agreement between the PHA and TANF agency

Attachment G – De-concentration Analysis and Policy

Attachment H – Latest Public Housing Assessment System (PHAS) Assessment

Attachment I – Public Housing Flat Rent Table

Attachment J – Resident Services and Satisfaction Survey - Fiscal Year 2006 Follow-Up Plan

Attachment K – Pet Policy

Attachment L – Summary of Proposed Changes to the Family Self-Sufficiency (FSS) Program Action Plan & the Revised FSS Program Action Plan

Attachment M – San Diego Housing Commission – Fiscal Year 2007 Budget

Attachment N – Most recent self-sufficiency grant program and performance reports

Attachment O – Results of the most recent available fiscal year audit of the PHA

Attachment P – San Diego Housing Commission – Board of Commissioners

Attachment Q – San Diego Housing Commission – Resident Advisory Board Members

Attachment R – Public Housing Resident Lease & Addendum I - DOMESTIC VIOLENCE

Attachment S – Results of latest Section 8 Management Assessment System (SEMAP)

Attachment T – Section 8 Rental Assistance – Administrative Plan

Attachment U – Summary of Revisions to the Section 8 Administrative Plan

Attachment V – Resident Charges for Maintenance

Attachment W – Public Housing Utility Allowance Schedule

Attachment X – Statement in Meeting the Five-Year Agency Plan Mission and Goals

## Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	Attachment A
X	State/Local Government Certification of Consistency with the Consolidated Plan	Attachment A
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	Attachment C
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Attachment B and C
X	Most recent board-approved operating budget for the public housing program	Attachment M Financial Resources (2)
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Attachment D Annual Plan: Eligibility, Selection, and Admissions Policies (3)
X	Section 8 Administrative Plan	Attachment T Annual Plan: Eligibility, Selection, and Admissions Policies (3)
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Attachment G  Annual Plan: Eligibility, Selection, and Admissions Policies (3)

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination (4)
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Attachment I Annual Plan: Rent Determination (4)
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination (4)
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Attachment B Annual Plan: Operations and Maintenance (5)
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures (6)
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 (6)
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs (7)
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs (7)
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	
N/A	Approved or submitted applications for demolition and/or disposition of public housing	
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	

**List of Supporting Documents Available for Review**

Applicable & On Display	Supporting Document	Applicable 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	
N/A	Approved or submitted public housing homeownership programs/plans	
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership (11)
X	Any cooperative agreement between the PHA and the TANF agency	Attachment F Annual Plan: Community Service & Self-Sufficiency (12)
X	FSS Action Plan/s for public housing and/or Section 8	Attachment L Annual Plan: Community Service & Self-Sufficiency (12)
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Attachment N Annual Plan: Community Service & Self-Sufficiency (12)
N/A	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention (13)
X	Most recent fiscal year PHA audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), results of that audit & response to any findings.	Attachment O Annual Plan: Annual Audit (16)
N/A	Troubled PHAs: MOA/Recovery Plan	
X	Other supporting documents (optional)	See List on Page 4
X	Resident Survey Follow Up Plan	Attachment J

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

## A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

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

**AMI: Area Median Income**

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
* Income <= 30% of AMI	34,000	5	5	3	3	3	3
* Income >30% but =50% of AMI	27,000	5	5	3	3	3	3
* Income >50% but <80% of AMI	21,000	5	5	3	2	3	3
** Elderly	127,000	5	5	3	5	3	5
Individuals with Disabilities	115,000	5	5	3	5	3	3
Low income Hispanic	30,000	5	5	3	1	3	3
Low income African-American	10,000	5	5	3	1	3	3
Low income Asian and Pacific	11,000	5	5	3	1	3	3
Low income American Indian Households	435	5	5	3	1	3	3

\* Low income figures represent households which reported having a "housing problem"

\*\* All elderly individuals in the City of San Diego

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction - Indicate year: 2005-2009
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information) U.S. Census Data: American Community Survey

### **Persons with Physical Disabilities**

Based on the U.S. Census Bureau's 2005 American Community Survey, in the City of San Diego there are over 115,000 individuals over the age of five with a physically disabled member, representing over 10% of the households in the City. Of the 115,000 persons, approximately 18% are below the poverty level. This segment of the population is slowly increasing due to lower fatality rates and higher longevity rates resulting from advances in medicine. The special needs required for housing physically disabled individuals include not only affordability, but also special construction features to provide for access and use according to the particular disability of the occupant.

The location of housing for disabled people is also important because many such households need access to a variety of social services and to other specialized handicapped-accessible services throughout the City and surrounding area. In addition to the housing needs of physically disabled persons described above, there should be support services designed to meet the needs of the particular individual. A social worker should assist persons returning to the community from a health care institution. Although an exact number of housing units which are not accessible to people with mobility impediments is not available, it can be assumed that there is an extreme shortage. For people with mobility impediments and other disabilities, there is an extreme shortage of usable facilities. The vast majority of the housing stock available for rent is unusable and not accessible by people with mobility impediments.

### **Elderly and Frail Elderly**

According to the 2000 Census, 127,281 persons over the age of 65 lived in the City, representing about 10 percent of all residents. Between 1990 and 2000, the elderly population increased by approximately 13 percent. Approximately 51,310 elderly persons with a disability are considered frail elderly. Citywide, approximately 17 percent of all households were headed by seniors. As illustrated in the table below, a disproportionate percentage (46 percent) of seniors had low and moderate incomes compared to all residents (40 percent). Approximately 34 percent of elderly residents experienced housing problems such as cost burden or substandard housing. While this is less than the citywide average, elderly residents are often less able to make improvements to their homes or to find affordable housing due to limited income and disabilities.

**Table: Elderly Profile**

<b>Special Need Group</b>	<b>Percent of Population<sup>1</sup></b>	<b>With a Disability<sup>1</sup></b>	<b>Low and Moderate Income<sup>2</sup></b>	<b>Housing Problems<sup>2</sup></b>
Elderly	10%	40%	46%	34%
All residents	100%	16%	40%	43%

Sources: 1) 2000 Census; and 2) HUD CHAS, 2003.

The growth of the elderly population in San Diego has been impressive, doubling between 1940 and 1960 and again from 1960 to 1980 when the total number of persons aged 65 years or older reached 85,313 and comprised 9.7 percent of the total population. In-migration after World War II and through 1960 accounted for much of the increase. Since 1970, however, most of the elderly growth in the City of San Diego can be attributed to natural aging. Given the relatively high cost of living in San Diego, it could be that many retirees nationally have essentially been priced out of the local housing market. This process would therefore be responsible for considerably reducing in-migration by the elderly.

The trend of reduced in-migration of elderly to San Diego is expected to continue. Natural aging is expected to account for the majority of the population increase in the elderly population in San Diego for the foreseeable future. Given this, most of the projected elderly already live in San Diego and those who are above low income probably have adequate housing. Therefore, there appears to be relatively little need for significant new elderly housing development without rental subsidies.

According to the San Diego County Area Agency on Aging, the population over 65 years of age has four main concerns:

- **Income** - At least half of those who are over 65 and retired live on a fixed income.
- **Health Care** - Because the elderly have a higher rate of illness, easy access to good health care facilities is crucial.
- **Transportation** - Many seniors utilize public transportation; however, 13.8% of individuals age 65+ have a disability which prevents them from using public transportation.
- **Housing** - Of those over 65 years of age, 40% rent and 25% live alone (Countywide figures).

Elderly residents have special housing needs by virtue of their usually retired status, frequently reduced income level, and often deteriorating health or physical well being. Many elderly residents need smaller studio apartment units or even Single Room Occupancy units (SROs) to live independently. Typically, elderly citizens desire to live independently as long as their health permits. However, if their health does deteriorate, it may be necessary to move to some type of assisted living care arrangement. This can range from a nursing home with full 24- hour care to limited in-house assistance or a shared housing arrangement.

These characteristics indicate the need for smaller, low-cost housing units which have easy access to public transportation and health care facilities. These factors should guide the development of new housing for low-income elderly households. The housing needs of the elderly include supportive housing such as intermediate care facilities, group homes, Single Room Occupancy (SRO) housing, and other housing that includes planned service components such as personal care, housekeeping, meals, personal emergency response, and transportation. A social worker should assist the elderly returning to the community from a health care institution.

**Racial/Ethnic Concentrations**

One of San Diego's greatest assets is its diversity in terms of its people and its neighborhoods. Many of the neighborhoods are reflections of its residents with various cultural and economic groups living together harmoniously and sharing a sense of community.

**According to 2005 American Community Survey Data**, San Diego's population approximates 1,208,331 persons of which 63 percent are White (non-Hispanic), 26 percent are Hispanic (all races), 16 percent are Asian, 7 percent are African-American (non-Hispanic), .5 percent are Native Hawaiian and Other Pacific Islander, and 0.5 percent are American Indian and Native Alaskan. Approximately 13.2 percent are some other race or two or more races. It is estimated that 9.7 percent of families are below the poverty level.

The Comprehensive Housing Affordability Strategy (CHAS) indicates that there are 450,000 total households in San Diego. Of those households, 227,000 are renters and 128,000 renters have household incomes below 80% AMI. The following racial and ethnic breakdown represents the number of very low and low income households as a percentage of the total for each category:

Race/Ethnic Category	# of low income households	Total # of household Per category	% of total
Hispanic	38,615	50,875	76%
African American	14,140	21,730	65%
Asian/Pacific Islander	13,375	23,345	57%
Native American	615	1,205	51%

Although these figures demonstrate that the need for affordable housing in San Diego transcends ethnic classifications, the greatest housing need falls among the 38,000 low-income Hispanic households which constitute 76% of all Hispanic households in the City.

## B. Housing Needs of Families on the Public Housing and Section 8 Tenant-Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. Complete one table for each type of PHA-wide waiting list administered by the PHA. PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development / sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	40,360		1,276
Extremely low income <=30% AMI	29,637	73%	
Very low income (>30% but <=50% AMI)	9,809	24%	
Low income (>50% but <80% AMI)	0	0	
Families with children	16,423	41%	
Elderly families	4,573	11%	
Families with Disabilities	14,046	35%	
Race/ethnicity – White	11,790	29%	
Race/ethnicity – Black	9,741	24%	
Race/ethnicity – American Indian	782	2%	
Race/ethnicity – Hispanic	12,571	31%	
Race/ethnicity – Asian	4,070	10%	
Other	662	1.6%	
Unknown	744	1.87%	

### Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance  
 Public Housing  
 Combined Section 8 and Public Housing  
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	22,400		1,645
Extremely low income <=30% AMI	16,326	73%	
Very low income (>30% but <=50% AMI)	5,507	25%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	9,737	43%	
Elderly families	1,925	9%	
Families with Disabilities	7,653	34%	
Race/ethnicity – White	6,569	29%	
Race/ethnicity – Black	6,380	28%	
Race/ethnicity – American Indian	542	2%	
Race/ethnicity – Hispanic	6,495	29%	
Race/ethnicity – Asian	1,916	9%	
Other	445	2%	
Unknown	63	0.3%	

Housing Needs of Families on the Waiting List			
Characteristics by Bedroom Size (Public Housing Only)	Number of Families requesting this bedroom size unit.	Percentage of total families.	Annual Turnover of Public Housing Units
1BR	10,496	47%	46
2 BR	9,303	42%	74
3 BR	1,884	8%	101
4 BR	563	3%	9
5 BR	124	.6%	5
5+ BR	18	.08%	0

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

If yes:

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

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

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

### C. Strategy for Addressing Needs

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

#### (1) Strategies

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

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required

- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program (Criminal background checks)
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available

Other: (list below)

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

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

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

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

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

Select if applicable

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

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

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance

- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

## 2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2001 grants)</b>		
a) Public Housing Operating Fund	\$ 1,915,405	
b) Public Housing Capital Fund	\$ 2,489,534	
c) HOPE VI Revitalization	\$ N/A	
d) HOPE VI Demolition	\$ N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$ 124,757,816	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$ N/A	
g) Resident Opportunity and Self-Sufficiency Grants	\$ 480,000	
h) Family Self-Sufficiency Program Coordinator Grant	\$ 190,000	
i) Service Coordinators for Public Housing Authorities	\$ 64,018	
<b>Other Federal Grants (list below)</b>	<b>Planned \$</b>	<b>Planned Uses</b>
a) Annual Contributions for Section 8 Project-Based Assistance. (FY2001)	\$ 2,253,665	Non-Elderly Persons with Disabilities
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
a) Shelter Plus Care	\$ 773,640	Rental Assistance - Disabled

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
b) Supportive Housing	\$ 1,145,376	Rental Assistance - Disabled
c) FY2004 Resident Opportunities and Self-Sufficiency Grant	\$ 15,500	Public Housing & Section 8 Supportive Services
d) FY2005 Resident Opportunities and Self-Sufficiency Grant	\$ 80,500	Public Housing & Section 8 Supportive Services
<b>3. Public Housing Dwelling Rental Income</b>	\$ 6,125,406	PH Operations, Safety/Security & Supportive Services
<b>4. Other income (list below)</b>	<b>Planned \$</b>	<b>Planned Uses</b>
a) Interest	\$ 188,292	PH Operations, Safety/Security & Supportive Services
b) Other	\$ 215,925	PH Operations, Safety/Security & Supportive Services
c) Reserves	\$ 0	
<b>5. Non-Federal sources (list below)</b>	<b>Planned \$</b>	<b>Planned Uses</b>
b) Family Health Centers of San Diego	\$ 23,872	
<b>Total resources</b>	\$ 140,718,949	

### 3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

##### (1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

The eligibility for public housing is determined at the intake interview by the rental assistance staff. At that time all verifications are received and considered.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)

The Housing Commission uses the following factors to determine eligibility for its programs:

- Time and date of applications
- Income Limits
- Live or work in the City of San Diego
- Veterans (*State required preference*)

- c.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

As a part of the intake process every applicant listed in the family who is over the age of seventeen (17) years old is required to complete a Conviction Records Form. This form is then sent to San Diego Police Department for a records search. We request arrest and conviction records from the San Diego Police Department, and the State of California.

## **(2)Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office
- Other (list below)  
(PHA site offices, Neighborhood Service Centers)
- Internet/On-Line

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection (3) **Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?  
N/A

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

**(3) Assignment**

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
- One
  - Two
  - Three or More
- b.  Yes  No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

**(4) Admissions Preferences**

a. Income targeting:

- Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies
- Over-housed
- Under-housed
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: Proximity to school, work, or needed supportive services

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

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

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families.
- Active duty military personnel and their families.
- Residents who live and/or work in the jurisdiction
- Single persons who are age 62 or older, or displaced, or homeless, or a person with disabilities.
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- 1 Veterans and veterans' families
- 1 Active duty military personnel and their families.
- 1 Residents who live and/or work in the jurisdiction
- 1 Single persons who are age 62 or older, or displaced, or homeless, or a person with disabilities.
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable. See Attachment X

**(5) Occupancy**

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

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)

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

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list)  
Any time family and income changes

**(6) Deconcentration and Income Mixing**

a.  Yes  No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b.  Yes  No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

**Deconcentration Policy for Covered Developments**

Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
2615-2665 Genesee Ave	11	Above "EIR"	
4390 Maple St	6	Above "EIR"	
4180-4182 Poplar St	9	Above "EIR"	
3617 42nd, 2734 44th, 4207 Altadena, 5326 Rex	14	Below "EIR"	
4273-4283 Juniper St	24	Above "EIR"	
402-412 Sycamore Rd. (East)	24	Below "EIR"	
3280 A St, 2766 Cardinal, 4890 Naples, 2325 Rachael	11	Above "EIR"	
2381 Grove Ave	9	Below "EIR"	
2005-2065 Alaquinas Dr	66	Below "EIR"	
5359-5389 Santa Margarita	32	Above "EIR"	
4205-4215 Juniper St	20	Above "EIR"	
281-289 Sycamore Rd. (North)	24	Below "EIR"	
178-190 Calle Primera	70	Below "EIR"	
4055-4083 Pulitzer Place	50	Above "EIR"	
4479 Altadena Ave	8	Above "EIR"	

## B. Section 8

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

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

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)

b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug-related activity
- Other (describe below) Current address, names of previous landlords based on written documentation in tenant's file.

### (2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based housing choice voucher program
- Other federal or local program (list below)

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

- PHA main administrative office
- Other (list below)  
PHA site office, Neighborhood Service Centers

**(3) Search Time**

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

If yes, state circumstances below:

Low vacancy rate (less than 1%) makes it extremely difficult participants to locate suitable units so extensions are often given.

**(4) Admissions Preferences**

a. Income targeting

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

b. Preferences

1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

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

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Active duty military personnel and their families.
- Residents who live and/or work in your jurisdiction
- Single persons who are 62 or older, or displaced, or homeless, or a person with disabilities.
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or

through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- 1 Veterans and veterans’ families
- 1 Active duty military personnel and their families.
- 1 Residents who live and/or work in your jurisdiction
- 1 Single persons who are 62 or older, or displaced, or homeless, or a person with disabilities.
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers
- Not applicable. See Attachment Y

**(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- Through published notices
- Other (list below)

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

##### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

##### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

2.  Yes  No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1.  Yes  No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

Yes for all developments

Yes but only for some developments

No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

For specified general occupancy developments

For certain parts of developments; e.g., the high-rise portion

For certain size units; e.g., larger bedroom sizes

Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

Market comparability study

Fair market rents (FMR)

- 95<sup>th</sup> percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option - When family experiences a decrease.
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \_\_\_\_\_
- Other (list below)  
Always at time of family composition change.

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

**(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other: San Diego Apartment Association Semi-Annual Survey Report

**B. Section 8 Tenant-Based Assistance**

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

**(1) Payment Standards**

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

**(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

b.  Yes  No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

## 5. Operations and Management

[24 CFR Part 903.79 (e)]

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

### A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

### B. HUD Programs Under PHA Management

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

Program Name	Families Served at Year Beginning	Expected Turnover
Public Housing	1,349	235 (1.74%)
Section 8 Vouchers	12,184	1,000 (8%)
Section 8 Mod Rehab	75	Certificate/Voucher
Special Purpose Section 8 Certificates /Vouchers (list individually)	Homeless with Mental Illness - 100	50 (50%)
Public Housing Drug Elimination Program (PHDEP)	N/A	None
Other Federal Programs(list individually)	N/A	None

### C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

Admissions & Continued Occupancy Policy  
Centralized Maintenance Procedure Manual

(2) Section 8 Management: (list below)

Section 8 Administrative Plan  
Section 8 Housing Assistant Procedure Manual

## 6. PHA Grievance Procedures

[24 CFR Part 903.79 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

### A. Public Housing

1.  Yes  No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- PHA main administrative office
  - PHA development management offices
  - Other (list below)

### B. Section 8 Tenant-Based Assistance

1.  Yes  No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982? If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)
- PHA main administrative office
  - Other (list below)

## 7. Capital Improvement Needs

[24 CFR Part 903.79 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

### A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

#### (1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment 1

-or-

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

**(2) Optional 5-Year Action Plan**

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a.  Yes  No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment 2

-or-

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

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

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

Yes  No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)  
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

Yes  No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?  
If yes, list development name/s below:

Yes  No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?  
If yes, list developments or activities below:

Yes  No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?  
If yes, list developments or activities below:

### 8. Demolition and Disposition

[24 CFR Part 903.79 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

2. Activity Description N/A

Yes  No: Has the PHA provided the activities description information in the optional Public Housing Asset Management Table? (If "yes", skip to component 9. If "No", complete the Activity Description table below.)

Demolition/Disposition Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Activity type: Demolition <input type="checkbox"/>	
Disposition <input type="checkbox"/>	
3. Application status (select one)	
Approved <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)	
5. Number of units affected:	
6. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	
7. Timeline for activity:	
a. Actual or projected start date of activity:	
b. Projected end date of activity:	

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	
Occupancy by only the elderly <input type="checkbox"/>	
Occupancy by families with disabilities <input type="checkbox"/>	
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>	
3. Application status: (select one)	
Approved, included in the PHA's Designation Plan <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission:	
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously-approved Designation Plan?	
6. Number of units affected:	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	

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

[24 CFR Part 903.79 (j)]

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

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

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

2. Activity Description N/A

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

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

- Units addressed in a pending or approved demolition application (date submitted or approved: )
- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: )
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: )
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**B. Required Initial Assessments: Voluntary Conversion of Developments from Public Housing Stock.**

1. How many of the PHA's developments are subject to the Required Initial Assessments? 161

2. How many of the PHA's developments are not subject to the Required Initial Assessments? 5

3. How many Assessments were conducted for the PHA's covered developments? 161

4. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

The San Diego Housing Commission proposes to convert from the Conventional Public Housing Program to a tenant-based voucher system, affecting its entire stock of 1366 Public Housing units, listed below by HUD development number, while adequately protecting the current Public Housing residents, and supporting efforts to expand affordable housing opportunities in the City of San Diego.

Development	Number of Units
CA16P063013	214
CA16P063014	163
CA16P063015	17
CA16P063016	11
CA16P063017	6

<b>Development</b>	<b>Number of Units</b>
CA16P063018	52
CA16P063019	9
CA16P063020	14
CA16P063021	16
CA16P063022	20
CA16P063023	24
CA16P063024	24
CA16P063025	22
CA16P063026	11
CA16P063027	9
CA16P063028	66
CA16P063030	32
CA16P063031	19
CA16P063032	20
CA16P063033	24
CA16P063035	80
CA16P063037	24
CA16P063038	70
CA16P063039	50
CA16P063040	32
CA16P063043	11
CA16P063044	47
CA16P063046	7
CA16P063047	45
CA16P063048	5
CA16P063049	38
CA16P063050	42
CA16P063055	64
CA16P063057	8
CA16P063058	28
CA16P063059	24
CA16P063060	8
CA16P063063	10
<b>Total:</b>	<b>1366</b>

5. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments.

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.79(k)]

**A. Public Housing**

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

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

2. Activity Description N/A

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

<b>Public Housing Homeownership Activity Description</b> (Complete one for each development affected)	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	
<input type="checkbox"/>	HOPE I
<input type="checkbox"/>	5(h)
<input type="checkbox"/>	Turnkey III
<input type="checkbox"/>	Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	
<input type="checkbox"/>	Approved; included in the PHA’s Homeownership Plan/Program
<input type="checkbox"/>	Submitted, pending approval
<input type="checkbox"/>	Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)	

5. Number of units affected:
6. Coverage of action: (select one)
- Part of the development
- Total development

## B. Section 8 Tenant Based Assistance

1.  Yes  No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description: The San Diego Housing Commission will be conducting a feasibility analysis in FY06 and FY07 to determine if the agency should participate in the Section 8 Homeownership Voucher program. The logistics of the program will not be determined until after the analysis is completed. Therefore, answers to the following questions are preliminary estimates based upon little or no data.

### 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, which statement best describes the number of participants? (select one)

- 25 or fewer participants
- 26 - 50 participants
- 51 to 100 participants
- more than 100 participants

### 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 below:

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

[24 CFR Part 903.79 (1)]

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

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

#### 1. Cooperative agreements:

- Yes  No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)? If yes, what was the date that agreement was signed? 11/28/00 (see Attachment F)

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

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

### **B. Services and programs offered to residents and participants**

Job Training, Child Care, GED, Job Retention Services, Case Management, Computer Literacy, Homebuyers Orientation, Book Scholarships, Transportation Assistance

#### **(1) General**

##### a. Self-Sufficiency Policies

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

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

##### b. Economic and Social self-sufficiency programs

- Yes  No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table)

<b>Family Self-Sufficiency - Services and Programs</b>				
<b>Program Name &amp; Description (including location, if appropriate)</b>	<b>Estimated Size</b>	<b>Allocation Method (waiting list/ selection/specific criteria/other)</b>	<b>Access (development office / PHA main office / other provider name)</b>	<b>Eligibility (public housing or section 8 participants or both)</b>
Learning Centers Six (6) different locations. Services offered: Academic Tutoring; Drug/Gang prevention programming; Computer Skills training; Mobil Health Clinic Services; GED Preparation.	Services targeted to residents of 216 units. Each center has approximately 50 to 60 clients participating in services on an ongoing basis.	Centers open to all.	Centers located throughout City at different Public Housing sites.	Centers open to Public Housing residents participants.

**(2) Family Self Sufficiency program/s**

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
<b>Program</b>	<b>Required Number of Participants (as of June 2006)</b>	<b>Actual Number of Participants (as of June 2006)</b>
<b>Public Housing</b>	<b>32</b>	<b>106</b>
<b>Section 8</b>	<b>262</b>	<b>288</b>

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

**C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

### **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

#### **A. Need for measures to ensure the safety of public housing residents**

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

3. Which developments are most affected? (list below)

Sycamore Road, Santa Margarita, Alaquinas, Juniper, Market Street.

#### **B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors

- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

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

Sycamore Road; Santa Margarita, Alaquinas, Juniper, Market Street.

**C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

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

Sycamore Road; Santa Margarita, Alaquinas, Juniper, Market Street.

**D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds. **Note: PHDEP Plans are no longer required in Agency Plans.**

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2003 in this PHA Plan? (**Plans are no longer required in Agency Plans**)
- Yes  No: This PHDEP Plan is an Attachment . (Attachment Filename: \_\_\_)

**14. RESERVED FOR PET POLICY** [24 CFR Part 903.7 9 (n)] (see Attachment ca063f03)

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

## 16. Fiscal Audit

[24 CFR Part 903.79 (p)]

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

## 17. PHA Asset Management

[24 CFR Part 903.79 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
  - Not applicable
  - Private management
  - Development-based accounting
  - Comprehensive stock assessment
  - Other: (list below)
3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## 18. Other Information

[24 CFR Part 903.79 (r)]

### **A. Resident Advisory Board Recommendations**

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s.
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
  - Attached at **Attachment ca063e03**.
  - Provided below:

3. In what manner did the PHA address those comments? (select all that apply)

Considered comments, but determined that no changes to the PHA Plan were necessary.

The PHA changed portions of the PHA Plan in response to comments

List changes below:

Other: (list below)

The RAB made general comments which are included and responded to in Attachment Q

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

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

2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

### 3. Description of Resident Election Process

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

Candidates were nominated by resident and assisted family organizations

Candidates could be nominated by any adult recipient of PHA assistance

Self-nomination: Candidates registered with the PHA and requested a place on ballot

Other: (describe)

b. Eligible candidates: (select one)

Any recipient of PHA assistance

Any head of household receiving PHA assistance

Any adult recipient of PHA assistance

Any adult member of a resident or assisted family organization

Other (list)

c. Eligible voters: (select all that apply)

All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)

Representatives of all PHA resident and assisted family organizations

Other (list)

### C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: City of San Diego, California

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

The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan.

The PHA has participated in any consultation process organized and offered by the

- Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

The City of San Diego's Agency Plan and Consolidated Plan share the goals of creating suitable living environments, providing decent affordable housing, and creating economic opportunities. Similar to the Consolidated Plan, the Agency Plan provides a method for the City to examine its short term and long-term needs, specifically the needs of the families it serves, and design strategies to address those needs. Like the Consolidated Plan, the Agency Plan involves consultation with affected groups in the development of the plan.

- Other: (list below)

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

The City of San Diego's five-year FY2005-FY2009 Consolidated Plan serves as the City's official application for the four U.S. Department of Housing and Urban Development (HUD), Office of Community Planning and Development, entitlement programs. The Consolidated Plan process includes a description of the City's housing needs, and the priorities, strategies and programs to address those needs. Consolidated Plans accomplish Agency Plan goals, using federal, state, local, private and nonprofit funding for affordable housing.

#### **D. Other Information Required by HUD**

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

#### **Violence Against Women**

The San Diego Housing Commission will comply with the Violence Against Women Act (VAWA) as signed in to law on January 5, 2006.

SDHC will follow HUD's requirements as established in the regulation.

Upon determination of each individual case, and as needed, the SDHC will make certain that a referral is made to the San Diego County Mental Health Services, Child Protective Services, and Adult Protective Services agencies, and any other service providers to ensure the family's safety. The SDHC will cooperate with the social services agencies to make sure that the family is able to maintain their housing assistance.

The new law states that an incident or incidents of actual or threatened domestic violence, dating violence, or stalking, will not be construed as a serious or repeated violation of the lease by the victim or threatened victim of that violence, and will not be good cause for terminating the assistance, tenancy or occupancy rights of the victim of such violence.

Criminal activity directly relating to domestic violence, dating violence, or stalking, engaged in by a member of a tenant's household or any guest or other person under the tenant's control, shall not be cause for termination of assistance, tenancy, or occupancy rights, if the tenant or an immediate family member of the tenant's family is the victim or threatened victim of that domestic violence, dating violence or stalking.

**The San Diego Housing Commission has, in conjunction with the Resident Advisory Board, developed the following definitions, as required by 903.7(r).**

**"Substantial deviation"** from the Agency's Five Year Plan will include:

- \* Any change to the Agency's Mission Statement."
- \* Any deletion of a goal or objective that is included in the PHA Five Year Plan.

**"Significant Amendment or Modification"** to the Agency's Five Year or Annual Plan is defined as follows:

- \* Change to rent or admission policies;
- \* Changes to the organization of the waiting list;
- \* Changes to tenant selection criteria;
- \* Additions of new activities under a component (e.g., plan to dispose of public housing units not previously included in the Annual Plan, any change in homeownership programs or conversion activities);
- \* Changes to the current Grievance or Informal Hearing Procedures;
- \* Changes to the current community service program

Note: Any regulatory changes will be made to any PHA policies or procedures as a matter of ongoing administration and will not be considered to constitute a significant amendment or modifications for purposes of the PHA Agency Plan

**Attachments** Use this section to provide any additional attachments referenced in the Plans.

FY2008 Capital Fund Program Annual Statement

FY2008 Capital Fund Program 5-Year Action Plan