



# DRAFT

# Annual Agency Plan

# 2018-2019

## Mission

*The Rochester Housing Authority is an essential resource for Greater Rochester, providing quality housing opportunities and services for its communities.*

## Vision

*To be the leader in developing and cultivating dynamic, economically sustainable, and desirable communities where everyone can thrive.*

<b>Annual PHA Plan</b> <i>(Standard PHAs and Troubled PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

**Applicability.** Form HUD-50075-ST is to be completed annually by **STANDARD PHAs or TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form.

**Definitions.**

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

<b>A.</b>	<b>PHA Information.</b>																														
A.1	<p> <b>PHA Name:</b> Rochester Housing Authority <b>PHA Code:</b> NY-041  <b>PHA Type:</b> <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA  <b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): 10/2018  <b>PHA Inventory</b> (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)  <b>Number of Public Housing (PH) Units</b> 2,275 <b>Number of Housing Choice Vouchers (HCVs)</b> 9,735 <b>Total Combined Units/Vouchers</b> 12,010  <b>PHA Plan Submission Type:</b> <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission         </p> <p> <b>Availability of Information.</b> PHAs must have the elements listed below in sections B and C readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.         </p> <p> <input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a Joint PHA Plan and complete table below)         </p> <table border="1" data-bbox="180 1564 1557 1934"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 20%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 25%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 15%;">HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>					Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																	
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**B. Annual Plan Elements**

**B.1 Revision of PHA Plan Elements.**

(a) Have the following PHA Plan elements been revised by the PHA?

Y N

- Statement of Housing Needs and Strategy for Addressing Housing Needs
- Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
- Financial Resources.
- Rent Determination.
- Operation and Management.
- Grievance Procedures.
- Homeownership Programs.
- Community Service and Self-Sufficiency Programs.
- Safety and Crime Prevention.
- Pet Policy.
- Asset Management.
- Substantial Deviation
- Significant Amendment/Modification

(b) If the PHA answered yes for any element, describe the revisions for each revised element(s): If the PHA answered yes for any element, describe the revisions for each revised element(s): The Statement of Housing Needs and Strategy for Addressing Housing Needs has been updated (see Attachment 19). Deconcentration percentages for this year have been updated (see Attachment 2), the financial resources have been updated (see Attachment 3) to reflect \$85,082,306 in total resources available to RHA. Rent determination changes were made to the flat rents to reflect 80% of the HUD published FMR. Operation and Management changes are reflected in a new organizational chart (see Attachment 5) notes the change to 9,735 Section 8 vouchers available, with an updated utilization chart of HCV and other Rental assistance programs. The RHA organizational chart has been updated to reflect the current staffing changes to date. Homeownership vouchers were increased to a total of 200 and RHA’s Homeownership Plan has been revised. The Grievance Procedure has been revised (see Attachment 6) Community Service changes were made to reflect new PIH notice 2015-12 (see Attachment 8). Safety and Security are now under the Compliance Department (see Attachment 9) Significant amendment (see Attachment 20).

(c) The PHA must submit its Deconcentration Policy for Field Office review.

**B.2 New Activities.**

(a) Does the PHA intend to undertake any new activities related to the following in the PHA’s current Fiscal Year?

Y N

- Hope VI or Choice Neighborhoods.
- Mixed Finance Modernization or Development.
- Demolition and/or Disposition.
- Designated Housing for Elderly and/or Disabled Families.
- Conversion of Public Housing to Tenant-Based Assistance.
- Conversion of Public Housing to Project-Based Assistance under RAD.
- Occupancy by Over-Income Families.
- Occupancy by Police Officers.
- Non-Smoking Policies.
- Project-Based Vouchers.
- Units with Approved Vacancies for Modernization.
- Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.

(a) Please See Attachments 20 & 23

<b>B.3</b>	<p><b>Civil Rights Certification.</b></p> <p>Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan. Please see Attachment 11</p>
<b>B.4</b>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N  <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<b>B.5</b>	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA’s progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.</p>
<b>B.6</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N  <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(c) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations. Please see Attachment 22</p>
<b>B.7</b>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD 50077-SL</a>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan. Please see Attachment 21</p>
<b>B.8</b>	<p><b>Troubled PHA.</b></p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?</p> <p>Y N N/A  <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<b>C.</b>	<p><b>Statement of Capital Improvements.</b> Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>
<b>C.1</b>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p> <p>Please see Attachment 21</p>

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### Resources:

1. Draft Consolidated Community Development Plan 2015 thru 2019-2020 Strategic Plan
2. City of Rochester, NY Draft Consolidated Community Development Plan 2015-2016 Annual Action Plan
3. ACT Rochester <http://www.actrochester.org>
4. County of Monroe 2010-2015 Strategic Plan and 2010 Action Plan

# ATTACHMENT 1

## Mission, Vision Statement, Goals & Objectives

### MISSION STATEMENT

“The Rochester Housing Authority is an essential resource for Greater Rochester, providing quality housing opportunities and services for its communities.”

### VISION STATEMENT

“To be the leader in developing and cultivating dynamic, economically sustainable, and desirable communities where everyone can thrive.”

### FIVE-YEAR GOALS

The goals and objectives contained in this document are hereby established by the Rochester Housing Authority for the period beginning October 2015 and ending September 2020 and are as follows:

**GOAL ONE: Grow and sustain the Rochester Housing Authority's (RHA) public housing programs and inventory; maintain a *High Performer* HUD status. Preserve and increase the inventory of RHA-owned or controlled properties and grow financial assets.**

- Support departmental reviews of Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) Indicators, and additional areas deemed prudent.
- Streamline procedures and automate processes through the smart use of technology, thus enabling the development of key performance indicators such as exception reports. (*The RHA Housing Choice Voucher program received High Performer status from HUD on Fiscal Year 2015 SEMAP review.*)
- Maintain a vacancy rate between 1% and 3% in accordance with HUD standards.
- Target RHA Capital Fund Program and maintenance program towards the improvement and rehabilitation of housing inventory.
- RHA may use Capital Fund Finance Program to fund certain development activities.
- Transform identified public housing properties through HUD's RAD program in order to preserve public housing through comprehensive modernization or new construction.
- Develop RHA-owned mixed-income and multi-family housing.
- Seek out grant opportunities to bring additional revenue and resources to RHA.
- Participate in community revitalization initiatives that will improve and add to our existing quality affordable housing portfolio.
- RHA may identify certain scattered sites for disposition for sale to support its development activities.
- RHA plans to increase the number of 4 plus bedrooms in its portfolio through acquisitions and/or Construction.
- RHA intends to partner with the City of Rochester by rehabilitation of targeted properties community in targeted communities to reduce blight, increase homeownership and increase independence.
- RHA may create wholly owned entities for the management and housing development purposes.

Achievements: RHA underwent a software conversion in August of 2017. Monthly reporting on PHAS and SEMAP indicators has improved. RHA achieved High Performer in SEMAP again this past year. PHAS scores have not been published to date by HUD. RHA has reorganized its Public Housing, Maintenance and Leasing Operations departments in efforts to increase

efficiencies and customer service. RHA continues to meet its Capital Fund Program obligation and expenditure deadlines using Capital Funds to make improvements to public housing sites such as roof and siding replacement, unit renovations, and site and systems upgrades. RHA is preparing several development projects and continues to work with the City of Rochester on neighborhood revitalization planning and strategies. RHA has begun an initiative to assess all its scattered site properties for physical needs and identify properties for homeownership.

**GOAL TWO: Develop and expand the Rochester Housing Authority (RHA) Family Self-Sufficiency (FSS) programs, education and training opportunities. Create a supportive environment and path to self-sufficiency for residents and participants.**

- Target long-term workforce development activities through Self-Sufficiency programming that is focused on career development.
- Partner with agencies to provide services for our residents that will help improve their economic stability.
- Promote healthy living and healthy choices for residents.
- Identify, align, and promote existing services in cooperation with Rochester-Monroe Anti-Poverty Initiative (RMAPI), Rochester Housing Charities, the City of Rochester, Monroe County, the State of New York, and other service providers.
- Continue supportive programs for seniors and people with disabilities.
- Develop and grow our homeownership program to better prepare participants for owning their own home and provide them with more opportunities.
- RHA plans to create a pre-apprenticeship type program to provide training opportunities to promote self-sufficiency and independence.

Achievements- RHA partnered with the City of Rochester's Operation transformation team to offer monthly on-site job readiness training. This week long intensive class offers participants tools they need to be workforce ready. RHA partnered with Rochester Educational Opportunity Center (REOC) to offer the RISE Network HSE Summer Program, an onsite GED prep 8-week class. RHA offered the Wheels to Wellness program. The Rochester Public Market transportation grant from the Greater Rochester Health Foundation for the transportation/nutrition/wellness initiative. This grant allowed transportation to the Public Market on Thursdays through the summer for our senior and disabled residents. RHA partnered with Wegman's Pharmacy for a week-long outreach event where senior residents received information Medicare part B, United Health Care, the Alzheimer's Association and the Public Market. RHA participated in the Rochester's annual Labor Day Parade as a back to school Kick-off event. Families received back packs with school supplies and marched the parade route. RHA is partnering with The Neighborhood Assistance Corporation of America (NACA) which holds monthly on-site homeownership orientations. NACA's primary goal is to build strong, healthy neighborhoods in urban and rural areas nationwide through affordable homeownership. NACA has made the dream of homeownership a reality for thousands of working people by counseling them honestly and effectively, enabling even those with poor credit to purchase a home.

**GOAL THREE: Establish a productive Section 3 Program that provides training and jobs for Public Housing and Section 8 residents.**

- Revise the current Section 3 policy to be more encompassing of the efforts we are putting forth and align with HUD regulations.
- Continue improving our hiring policy to increase employment opportunities for Section 3 candidates.
- Improve outreach efforts to Public Housing and Section 8 residents.

- Continue developing our internal training program that for Section 3 candidates and continue to look for partnerships with other training providers.
- Increase the awareness of contractors to create job and training opportunities for Section 3.
- Continue working with eligible contractors to get them qualified as a Section 3 business.
- Continue to provide construction opportunities for Section 3 training graduates via rehabilitation projects.
- Work with the City and County to develop a consistent Section 3 plan that works for each agency.
- Align our Section 3 program with RMAPI goals and assist in a broader community effort to decrease poverty.

Achievements: RHA revised its Section 3 Plan which was approved and adapted by the Board in June of 2017. This new plan requires greater commitment to Section 3 goals from vendors, providers and contractors. RHA has implemented HR hiring procedures to include a preference for Section 3 participants (specifically our participants). So far this fiscal year, RHA has hired 25 Section 3 eligible employees which include four of our residents/participants. The RHA has also begun a training program for our Section 3 participants to internally train candidates to perform energy performance work, renovate vacant units, and develop skills to be employable by contractors looking for Section 3 workers. In FY16, Section 3 businesses received 43% of the total dollar amount of construction contracts awarded and 28% of non-construction contracts, under the Public Housing Operating Fund. In 2017 73% of RHA new hires self-certified as Section 3 eligible. RHA added six new Section 3 businesses to the Section 3 business registry bringing the current total to 23. RHA is working to develop a training program for residents and participants in construction trades and partners with other agencies to promote and develop more diverse training opportunities. RHA has been a community partner with the Rochester Monroe County Anti Poverty Initiative (RMAPI) since its creation in 2015. RHA staff members have participated in focus groups and resource teams. RMAPI has developed its Guiding Principles and RHA continues to put forth efforts in assisting with achieving the goal of reducing poverty in our region by 50% over the next 15 years.

**GOAL FOUR: Improve Rochester Housing Authority (RHA) communications, both internal and external.**

- Develop concentrated efforts to improve advocacy at the local, state, and federal levels.
- Develop and implement an internal and external Communications Plan that establishes policy and guidelines that synchronize all RHA communications with employees, the public and other government entities, and providing a unified and consistent message.
- Utilize RHA’s communication consultant to promote RHA activities and positive influence on the community.
- Increase effective communication to internal and external stakeholders.
- Create and implement policy for providing information in non-English languages.
- Increase effective communication to residents and program participants.
- Train staff on effective communication and customer service.
- RHA will implement ways to improve Information Technology and related infrastructure.

Achievements: RHA has begun an extensive training program led by the Executive Personnel Administrator where RHA associates are being trained both internally and externally on many important topics such as Fair Housing, customer service, supervisory training, and dealing with difficult people. A training schedule has been set for 2018 and managers continue to update with department specific trainings. RHA has formed a translation committee which is has implemented procedures and tools to provide communications to non-English speaking persons and a phone



translation service available for all staff as well as translating current RHA documents and written communications. RHA has hired a communications consultant that is assisting with external and internal communications. The firm has helped RHA produce several pamphlets, newsletters, and media events to promote RHA and the services it provides. RHA has a social media presence now through Facebook.

**GOAL FIVE: The Rochester Housing Authority (RHA) will utilize the de-concentration policy guidelines to achieve a balanced income mix for public housing residents.**

- Leverage Family Self-Sufficiency, and Section 3 programming to assist affordable housing residents with increasing current income levels. Increased income will enable residents to access a broader spectrum of housing options.
- Utilize the Fair Market Rent (FMR – formerly known as "Flat Rent") option in the Public Housing and low-income program as a marketing tool, in order to attract and retain higher income residents.
- Provide mobility counseling to all applicants.
- Conduct landlord outreach in conjunction with the on-going promotion of the Housing Choice Voucher Program and other Section 8 Programs.
- Continue to build partnerships with other agencies to provide more opportunities for our residents and participants.
- Expand our capacity for the Family Self-Sufficiency and Homeownership programs.

Achievements: Capacity building initiatives yielded a 40% increase in the Family Self-Sufficiency program participation and a 5% increase in new Homeowners.

RHA's partnership with NACA has put 139 families on a path toward achieving homeownership. In FY16, Section 3 businesses received \$1,049,920 in contracting dollars, a direct investment in the local community. RHA is working with local partners to develop a construction trades program to provide resident a pathway to mastery in skilled trades.

**GOAL SIX: Expand the variety and quality of housing choices available to participants in the Rochester Housing Authority's (RHA) Housing Choice Voucher Program. Increase the number of vouchers, participants, and landlords.**

- Continue to market to and recruit new landlords who want to participate in the program in each fiscal year.
- Implement project-based management and operations; transition Public Housing Units into Project-Based Voucher Units through the process of disposition, demolition, Rental Assistance Demonstration, or conversion, with HUD approval.
- Provide voucher mobility counseling.
- Increase the administrative efficiency of the Section 8 programs.
- Obtain additional vouchers as buildings convert from public housing and multi-family programs.
- Grow the existing voucher program and pursue opportunities for new programs.
- Develop and implement the process for waitlist management to include more frequent opening of the waiting list.

Achievements: RHA is hosting regularly scheduled Landlord and Participant Forums to address issues and gather input to better serve our participants and improve efficiencies. In 2017, RHA converted 161 units of public housing to project based vouchers through a RAD conversion. The

Leasing Operations department underwent a reorganization to improve program services and efficiencies. RHA increased its vouchers in 2017 through an external RAD conversion. RHA worked with community agencies to assist disaster victims of hurricane Maria. RHA Administrative Plan super preference allowed the Housing Choice Voucher waiting list to issue and house up 100 hurricane evacuees.

**GOAL SEVEN: Expand the supply of quality affordable housing within the City of Rochester and Monroe County. Diversify and grow overall revenue, resources, and community partnerships.**

- Explore, propose and develop new quality affordable rental units through RHA construction and public-private partnerships.
- Explore and analyze opportunities to benefit from Low Income Housing Tax Credits (LIHTC) in potential site development or redevelopment projects. RHA intends to apply for Low Income Housing Tax Credits, bonds, various grants and other available programs to support development and housing opportunities.
- Continue to evaluate our housing inventory for Rental Assistance Demonstration (RAD) eligibility. Explore homeownership programmatic opportunities for all low to moderate-income residents.
- Seek partnership opportunities that facilitate the development of additional quality affordable housing units.
- Develop a long-term strategy to prevent or mitigate the loss of existing affordable housing stock by preserving, rehabilitating, or reconstructing.
- Expand Veteran's Housing programming and activities.
- Develop and promote housing solutions for the homeless population of Rochester and Monroe County.
- Increase participation, decrease the concentration of poverty, and prevent de facto discrimination in compliance with MBE, WBE, and Section 3 Federal and RHA established policies.
- Effectively leverage RHA affiliates.

**Achievements:** RHA has created a project pipeline with projects in various stages of development: Federal Street Townhouses Redevelopment, Shirley Street and Eiffel Place Scattered Site construction of new homes, and Waring Road Site Redevelopment. RHA has demolished the structures on the two scattered sites and has received approval from HUD's Special Application Center (SAC) to demolish the buildings on the Federal St. site to prepare for the redevelopment. Development plans have been presented to stakeholders and received favorable comments. These projects are aligned with RHA's goal of "Changing the Face of Public Housing" and provide long term solutions to affordable housing. RHA continues to partner with the City of Rochester on neighborhood transformation planning and aligning development strategies to ensure preservation and redevelopment of affordable housing. RHA completed its first RAD conversion in 2017 of 161 Public Housing units (Blackwell Estates, Glide Court, Elmdorf Apts. and eight scattered site units) to project based vouchers. RHA has submitted a letter of interest to HUD which identifies other Public Housing sites for potential RAD conversions. In collaboration with RHA's consultants it will continue to seek out other opportunities to improve and expand its portfolio of quality affordable housing. RHA will be assessing all scattered site properties and creating a pipeline for their modernization.

The Corporation, Rochester Housing Charities, Inc., (the "Organization" or "Corporation") is an independently operated and managed tax exempt 501(c) (3) entity. It was formed as an affiliated entity by the Rochester Housing Authority ("RHA") in 2012, a public housing agency, to support the

mission of affordable housing and services to the elderly and disabled families including young children. The Corporation received its not-for-profit status exemption in 2014. The Corporation, as an affiliated entity, has a separate staff, board of directors, officers and business location from RHA, its founding member. The Corporation was not very active from 2014-2015 until June 2016 when it decided to refocus and expand the delivery of services to the elderly and disabled by engaging in providing housing opportunities and management in an effort to support such charitable activities in furtherance of HUD innovative objectives. The Corporation owns affordable housing property under the RAD program and it has HAP contracts as a contractor with RHA.

**GOAL EIGHT: Provide excellent services that are based on best practices and meaningfully involve clients in the entire lifecycle, from development to operations. Ensure work processes, systems, and the staff is integrated and aligned to support RHA's mission and to enhance operational effectiveness and efficiency. Support our employees to enhance an organizational culture of excellence.**

- Provide resident outreach to ensure an understanding of all services provided by RHA.
- Set department goals to improve services to clients and train staff accordingly.
- Continue to support the Resident Advisory Board by providing funding, staff support, and meeting space.
- Develop workforce to support succession planning and career ladders.
- Build a system for training and supporting employees to reach their full potential based on training needs assessment

Achievements: RHA Executive staff meets weekly to review the overall performance of the agency. Recommendations for areas of improvements are discussed along with the financial state of RHA. Human Resources plays a pivotal role in ensuring the continued training and development of staff to increase capacity within the organization. Their continued training efforts and development of a 2018 training calendar are insuring that we achieve this goal. At regularly scheduled Senior staff meetings, mid-level managers are invited to attend, so they can experience a higher-level discussion to help with consistent messaging and dissemination of information.

### **Compliance, Diversity and Inclusion (CDI)**

CDI is a department that is fairly new to the Rochester Housing Authority. This department has also recently been placed in charge of Public Safety and Security. Some highlights of accomplishments to-date:

- Established a case management tracking system
- Made substantial updates to the Public Housing and Leasing Operations Hearing Process which includes appeals
- Made substantial updates to the Freedom of information (FOIL) process
- Implemented a Problem-Driven Strategy process for Public Safety
- Wrote, and helped to develop new policies
- Established an Electronic Policies and Procedures Library for staff use
- Conducted risk assessments
- Established a new Fraud Hotline process.

## ATTACHMENT 2

### **Statement of Deconcentration and Other Policies that Govern Eligibility, Selection, and Admission**

On December 22, 2000, The U.S. Department of Housing and Urban Development published its Final Rule for the Deconcentration of public housing. The rule, 24 CFR Part 903.2, requires public housing authorities to monitor average income levels at each family development to ensure the average income of residents falls within a specific range. As part of this requirement, RHA will:

- Determine the PHA-wide average income of families residing in developments subject to deconcentration requirements. RHA shall also determine the average family income for each development subject to Deconcentration requirements.
- Determine whether each of its covered developments falls above, within or below the Established Income Range. The Established Income Range is 85 percent to 115 percent inclusive of the PHA-wide average income for covered developments.
- Provide explanations for developments that fall outside the Established Income Range. RHA may explain or justify the income profile for these developments as being consistent with and furthering two sets of goals: the goals of deconcentration of poverty and income mixing as specified by the statute (bringing higher income tenants into lower income developments and vice versa); and the local goals and strategies contained in the PHA Annual Plan.
- Provide a remedy for a covered development where no justification is provided.

#### **Within 24 CFR Part 903.2, HUD provides PHAs the following methods to bring the income concentrations within an acceptable range.**

- (A) Providing incentives designed to encourage families with incomes below the Established Income Range to accept units in developments with incomes above the Established Income Range, or vice versa, including rent incentives, affirmative marketing plans, or added amenities;
- (B) Targeting investment and capital improvements toward developments with an average income below the Established Income Range to encourage applicant families whose income is above the Established Income Range to accept units in those developments;
- (C) Establishing a preference for admission of working families in developments below the Established Income Range;
- (D) Skipping a family on the waiting list to reach another family in an effort to further the goals of deconcentration;
- (E) Providing such other strategies as permitted by statute and determined by RHA in consultation with the residents and the community, through the PHA Annual Plan process, to be responsive to the local context and the PHA's strategic objectives.

In carrying out its deconcentration efforts, RHA will ensure its actions meet the following HUD requirements:

- (1) **Nondiscrimination.** A PHA must carry out its PHA Plan in conformity with the nondiscrimination requirements in Federal civil rights laws, including Title VI of the Civil Rights Act of 1964 and the Fair Housing Act. A PHA cannot assign persons to a particular section of a community, a development, or building based on race, color, religion, sex, disability, familial status or national origin for purposes of segregating populations (Sec. 1.4(b) (1) (ii) of this title).

(2) Affirmatively Furthering Fair Housing. PHA policies that govern eligibility, selection and admissions under its PHA Plan should be designed to reduce racial and national origin concentrations. Any affirmative steps or incentives a PHA plans to take must be stated in the admission policy. (i) HUD regulations provide that PHAs should take affirmative steps to overcome the effects of conditions which resulted in limiting the participation of persons because of their race, national origin or another prohibited basis (Sec. 1.4(b) (1) (iii) and (6) (ii) of this title). (ii) Such affirmative steps may include but are not limited to, appropriate affirmative marketing efforts; additional applicant consultation and information; and provision of additional supportive services and amenities to a development.

(3) The validity of the certification. (i) HUD will take action to challenge the PHA's certification under Sec. 903.7(o) where it appears that a PHA Plan or its implementation:

(A) Does not reduce racial and national origin concentration in developments or building and is perpetuation segregated housing; or

(B) Is creating new segregation in housing. (ii) If HUD challenges the validity of a PHA's certification, the PHA must establish that it is providing a full range of housing opportunities to applicants and tenants or that it is implementing actions described in paragraph (d)(2)(ii) of this section. (e) the relationship between poverty deconcentration and fair housing. The requirements for poverty deconcentration in paragraph (c) of this section and for fair housing in paragraph (d) of this section arise under separate statutory authorities and are independent.

<b>Deconcentration Data</b>		
<i>Development</i>	<i>Average Income as of</i>	<i>% of</i>
Atlantic Townhouses	\$19,414	90.7%
Bay-Zimmer Townhouses	\$20,993	98%
Fairfield Village-Luther	\$19,564	91.4%
Parkside Apartments	\$19,107	89.2%
Holland Townhouses	\$26,892	125.6%
Capsule Dwellings	\$20,721	96.8%
Federal Street Townhouses	\$0	0%
Bronson Court	\$24,742	115.5%
Seneca Manor Townhouses	\$27,238	127.2%
Lexington Court	\$16,872	78.8%
Harriet Tubman Estates	\$22,096	103%
Lena Gantt Estates	\$17,586	82%
All Residents	\$17,990.17	

The majority of public housing family sites fall within HUD's 85 to 115% acceptable deconcentration range. Several sites lie outside this range, however, and RHA has reviewed the issue and developed procedures to

monitor and correct the trend. Projects outside of the acceptable deconcentration range will be addressed as vacancies arise in those locations. When a vacancy become available the unit will be offered to an appropriate family whose income will either lower or raise the average income for the complex. This process will continue until such time that the complex falls within the acceptable range. All steps implemented will comply with 24 CFR 903.2

**Policies that govern eligibility, selection and admissions**

The policies that govern eligibility, selection and admission in both the Rochester Housing Authority’s Public Housing Programs and Voucher Programs are found in our Admissions and Continued Occupancy Policy and our Housing Choice Voucher Administrative Plan.

In general, the RHA Admissions and Continued Occupancy Policy and Section 8 Administrative Plan are derived from the following:

- Code of Federal Regulations 24 CFR Parts 5, 882, 887,888, 960, 982, 983 & 984 Quality Housing and Work
- Responsibility Act Sections 507,508,513,514 & 523

**Admissions and Continued Occupancy Policy**

In 2016, the RHA Board of Commissioners approved a revised Admission and Continued Occupancy Policy after a comprehensive review of the document by staff. In 2016 RHA contracted with a consultant to revise the Admission and Continued Occupancy Policy, the Public Housing lease and Housing Choice Voucher Administrative Plan. The recommended revisions were adopted by the RHA Board of Commissioners and will be updated annually to reflect changes in HUD policies and regulations and whenever RHA is proposing any significant changes. All documents are available to the public at RHA’s Administrative offices located at 675 W. Main Street.

# ATTACHMENT 3

## ROCHESTER HOUSING AUTHORITY

### STATEMENT OF FINANCIAL RESOURCES

#### **Income (Receipts) from Public Housing**

HUD Operating Funds	8,948,361
Tenant Rental Income	7,538,912
HUD Capital Funds	2,266,517
Investment and Other Income	392,081
Ross Grant Funding	327,286

**Total Public Housing Income** 19,473,157

#### **Income (Receipts) from Housing Choice Voucher and Other Tenant Based Assistance (Section 8, Mod. Rehab., Shelter + Care, etc.)**

HAP	64,063,900
Investment & Other	178,668

**Total HCV and Other Tenant Based Funding Income** 64,242,568

**Combined Public Housing, HCV and Other Tenant Based Resources** 83,715,725

All other Income Sources from State and Local Programs; and,  
Non-elimination Central Office Cost Center Income 366,581

**Grand Total Resources available to RHA** 85,082,306

*NOTE: data is based on Fiscal 2017 unaudited financial statements*

# ATTACHMENT 4

## **Rochester Housing Authority – Rent Determination**

The Rochester Housing Authority (RHA) operates both Public Housing and Section 8 Programs.

### **RHA has set the following rent policies for the Housing Choice Voucher Program.**

1. RHA is retaining the calculation of the participant's contribution at greatest of 30% of adjusted income, 10% of annual gross income, or welfare shelter rent.
2. RHA is only using statutory income exclusions in the calculation of adjusted income at this time.
3. RHA will set its Regular Payment Standards at 90 – 100% of the current area Fair Market Rents in most census tracts within the City of Rochester. For units located in the City of Rochester in census tracts with poverty rates below 20% and in all Monroe county Towns, the Exception Payment Standards may be set up to 10% percent higher than the current Regular Payment Standards. This higher Payment Standard for low poverty areas is to help promote the deconcentration of poverty and provide greater housing opportunities in low poverty areas. Payments Standards will be reviewed annually and determined by the current Fair Market Rent, program funding, voucher utilization, and wait list. In the surrounding four counties, in which we have limited participation, the Payment Standards will be equal to the Regular Payment Standard.
4. RHA provides the Earned Income Disallowance in accordance with HUD regulation.
5. The minimum rent for Section 8 voucher holders is set at \$50.00.

### **RHA has set the following rent policies for the Public Housing Program.**

1. RHA is retaining the calculation of rent payment at the greater of 30% of adjusted monthly income, 10% of monthly gross income, or welfare shelter rent.
2. RHA is only using statutory income exclusions in the calculation of adjusted income at this time.
3. RHA provides a twenty-four month (24 months) phased-in “disregard” of increased income in rent calculation for qualified Public Housing residents that transition from the following: Temporary Assistance to Needy Families (TANF), Social Security, welfare to work or other work-training program, or those returning to work after attending school or being unemployed for one year or more. This disregard is available to qualified residents on a once in a lifetime basis. Under this policy, rent is kept at the pre-employment level for a period of 12 months after the increase in annual income. For the next 12 months (i.e. 13th through 24th month following), rent will be calculated based on the pre- employment income, plus an increase of 50% of the difference between the pre-employment incomes and the new annual income. Once a resident is deemed eligible, if that resident should lose their job; their disregard will be suspended until they are re-employed again. However, this benefit cannot extend beyond 24 months from the start of the first disregard and is available to each household member once in a lifetime.
4. As an additional incentive to help our residents increase their income, RHA is will not increase rent due to increase in employment income until next annual recertification providing the resident has reported the increase in income within ten days of the change.
5. Minimum rent is set as \$50.00.



## Choice of Rent Determination

Public Housing residents may either choose a formula based rent or a pre-set Fair Market Rent or “FMR” (formerly referred to as “Flat Rent”). At admission, and in each succeeding year in preparation for their annual re-examination, each family is given the choice of having their rent determined under the formula method or having their rent set at the FMR for their unit.

### Fair Market Rent (FMR)

Families, who opt for the FMR described above, will be required to go through the income re-examination process once every three years, rather than the annual review required under the formula based method.

Families who opt for the FMR may request to have a re-examination, and return to the formula based method at any time for any of the following reasons: i.e., the family’s income has decreased; the family’s circumstances have changed increasing their expenses for child care, increase in medical care expenses; or other circumstances creating a hardship on the family such that the formula method would be more affordable.

- The current FMR rates were revised in 2017, and will be reviewed in 2018. The Board approved the proposed Fair Market Rents that took effect on October 1, 2014, due to new legislation approved by Congress. The Rochester Housing Authority thereby amended its fair market rent policies to comply with the statutory changes contained within, Public Law 113 – 76, the Fiscal Year 2014 Appropriation Act.

The Rochester Housing Authority will set the (flat) fair market rent rental amount, each year for each public housing unit that complies with the requirement that all FMRs be set at no less than 80 percent of the applicable Fair Market Rent (FMR) adjusted, if necessary, to account for reasonable utility costs. The new FMR amount will apply to all new program admissions effective 10/1/14. For current program participants that pay the FMR(flat) amount, the new FMR amount will be offered, as well as the income-based rental amount, at the next annual rental option.

The Rochester Housing Authority will place a cap on any increase in a family’s rental payment that exceeds 35 percent, and is a result of changes to the FMR rental amount as follows:

- Multiply the existing FMR (flat) rental payment by 1.35 and compare that to the updated FMR (flat) rental amount.
- The PHA will present two rent options to the family as follows:
  - the lower of the product of the calculation and the updated FMR rental amount; and
  - the income-based rent.

## Formula Based Rent

Public housing residents may also base their rent on an income-based formula. Under the formula-based rent, the total tenant payment is equal to the highest of 10% of monthly gross income; 30% of adjusted monthly income; or the welfare rent.

The incomes of all residents that pay a formula-based rent must be re-examined on an annual basis or when required by HUD.

Each year at the time of the annual re-examination, families paying a formula-based rent may select to pay the FMR amount in lieu of completing the re-examination process.

Location	<i>FAIR MARKET RENT INVENTORY</i>	<i>Current Fair Market Rent\$</i>	<i>Large Sites Proposed Gross Fair Market Rent \$</i>
<b>Kennedy Tower</b>	One Bedroom	562	593
<b>Danforth Tower West</b>	Zero Bedroom	460	506
	One Bedroom	562	593
<b>Danforth Tower East</b>	Zero Bedroom	460	506
	One Bedroom	562	593
<b>Atlantic Avenue Townhouses</b>	One Bedroom	562	593
	Three Bedroom	857	926
<b>Bay-Zimmer Townhouse</b>	Two Bedrooms	690	739
	Three Bedrooms	857	926
	Four Bedrooms	946	1006
	Five Bedrooms	1088	1158
<b>Fairfield Village</b>	Two Bedrooms	690	739
	Three Bedrooms	857	926
<b>Parkside Apartments</b>	Two Bedrooms	690	739
	Three Bedrooms	857	926
<b>Parliament Arms Apartments</b>	One Bedroom	562	531
	Two Bedrooms	690	653
<b>Bond-Hamilton Townhouses</b>	Three Bedrooms	857	733
<b>Holland Townhouses</b>	Two Bedrooms	690	605
	Three Bedrooms	857	755
	Four Bedrooms	946	794
<b>Federal Street Townhouses</b>	Two Bedrooms	690	609
	Three Bedrooms	857	778

<b>University Tower</b>	Zero Bedroom	460	506
	One Bedroom	562	593

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<b>Name of Development</b>	<b><i>FAIR MARKET RENT INVENTORY</i></b>	<b><i>Current Fair Market Rent\$</i></b>	<b><i>Large Sites Proposed Gross Fair Market Rent \$</i></b>
<b>Glenwood Gardens</b>	One Bedroom	562	593
<b>Bronson Court</b>	Two Bedrooms	690	739
	Three Bedrooms	857	926
<b>Hudson-Ridge Tower</b>	One Bedroom	562	593
<b>Seneca Manor Townhouses</b>	Three Bedrooms	857	926
	Four Bedrooms	946	1006
<b>Lake Tower</b>	One Bedroom	562	593
<b>Lexington Court</b>	One Bedroom	562	593
	Two Bedroom	690	739
<b>Harriett Tubman Estates</b>	Two Bedrooms	690	739
	Three Bedrooms	857	926
	Four Bedrooms	946	1006
<b>Lena Gantt Estates</b>	One Bedroom	562	593
	Two Bedrooms	690	739
<b>Jonathan Child Apartments</b>	One Bedroom	562	593
<b>Capsule Dwellings</b>	Three Bedrooms	857	926

Unit #	Unit Address	Project	# Bedroom	Current FMR	Proposed Gross FMR
20	Alberta St	3	3	916	926
22	Alberta St	3	3	916	926
18	Alexander St	3	4	946	1006
485	Alexander St #1	3	2	732	739
485	Alexander St #2	3	1	590	593
485	Alexander St #3	3	1	590	593
421	Alphonse St	3	5	1038	1158
16	Arklow St	3	3	916	926
158	Bartlett St	3	3	916	926
215	Clifford Ave.	3	4	946	1006
237	Clifford Ave.	3	3	916	926
622A	Conkey Ave	3	3	916	926
622B	Conkey Ave	3	3	916	926
46	Dana Street	3	4	946	1006
68	Danforth St.	3	4	946	1006
24	Dejonge St.	3	4	946	1006
39	Delmar St.	3	2	732	739
41	Delmar St.	3	2	732	739
37	Eiffel Pl.	3	3	916	926
24	Elba St	3	2	732	739
26	Elba St	3	2	732	739
32	Elba St	3	2	732	739
34	Elba St	3	2	732	739
2	Fenwick St	3	5	1038	1158
35	Ferncliffe Dr	3	2	732	739
37	Ferncliffe Dr	3	2	732	739
41A	Ferncliffe Dr	3	1	590	593
41B	Ferncliffe Dr	3	1	590	593
130A	First St	3	2	732	739
130B	First St	3	2	732	739
460	Flint St	3	3	916	926
47	Galusha St.	3	4	946	1006
659	Genesee St	3	4	946	1006
53	Irondequoit St.	3	3	916	926
98	Jones Ave. #1	3	1	590	593
98	Jones Ave. #2	3	2	732	739
98	Jones Ave. #3	3	1	590	593
98	Jones Ave. #4	3	1	590	593
21	Kirkland Rd	3	3	916	926
25	Kirkland Rd	3	3	916	926
37	Kirkland Rd.	3	3	916	926
60	Lozier St.	3	3	916	926
55	Magnolia St	3	2	732	739
57	Magnolia St	3	2	732	739
14	Miller St.	3	3	916	926
751	N Goodman St	3	3	916	926
182A	N Union St	3	3	916	926
182B	N Union St	3	2	732	739
36	Ohio St.	3	3	916	926
43	Peck St.	3	5	1038	1158
220A	Rauber St	3	2	732	739

Unit #	Unit Address	Project	# Bedroom	Current FMR	Proposed Gross FMR
220B	Rauber St	3	2	732	739
162	Reynolds St	3	3	916	926
573	S Goodman St	3	4	946	1006
878	Seward St	3	3	916	926
408	Sixth St.	3	3	916	926
31	Somerset St.	3	5	1038	1158
8	Somerset St.	3	3	916	926
162A	Third St	3	3	916	926
162B	Third St	3	3	916	926
64A	Weld St	3	2	732	739
64B	Weld St	3	3	916	926
99	Wellington Ave	3	4	946	1006
261	West Ave.	3	3	916	926
11	Bond Street	8	3	916	926
13	Bond Street	8	3	916	926
15	Bond Street	8	3	916	926
17	Bond Street	8	3	916	926
19	Bond Street	8	3	916	926
5	Bond Street	8	3	916	926
7	Bond Street	8	3	916	926
9	Bond Street	8	3	916	926
216	Edinburgh Street	8	3	916	926
218	Edinburgh Street	8	3	916	926
220	Edinburgh Street	8	3	916	926
68	Epworth Street	8	3	916	926
54	Garson Ave.	8	3	916	926
58	Garson Ave.	8	3	916	926
62	Garson Ave.	8	3	916	926
66	Garson Ave.	8	3	916	926
255	Hamilton St Dn	8	3	916	926
255	Hamilton St Up	8	3	916	926
47-A	Judson Street	8	3	916	926
47-B	Judson Street	8	3	916	926
140	Adams St	10	3	916	926
140-1/2	Adams St	10	2	732	739
142	Adams St	10	3	916	926
142-1/2	Adams St	10	2	732	739
54	Argo Park	10	3	916	926
56	Argo Park	10	3	916	926
11	Asbury St	10	4	946	1006
12	Atkinson Court	10	4	946	1006
16	Atkinson Court	10	3	916	926
20	Atkinson Court	10	4	946	1006
24	Atkinson Court	10	4	946	1006
28	Atkinson Court	10	2	732	739
32	Atkinson Court	10	2	732	739
4	Atkinson Court	10	2	732	739
8	Atkinson Court	10	2	732	739
66	Avenue A DN	10	3	916	926
66	Avenue A UP	10	3	916	926
985	Avenue D	10	4	946	1006

Unit #	Unit Address	Project	# Bedroom	Current FMR	Proposed Gross FMR
113	Bartlett St	10	4	946	1006
115	Bartlett St	10	3	916	926
117	Bartlett St	10	4	946	1006
119	Bartlett St	10	4	946	1006
185	Berlin St	10	3	916	926
187	Berlin St	10	2	732	739
479	Birr St	10	4	946	1006
118	Burlington Ave	10	3	916	926
286	Champlain St	10	2	732	739
288	Champlain St	10	2	732	739
10	Fromm Place	10	3	916	926
12	Fromm Place	10	3	916	926
14	Fromm Place	10	3	916	926
16	Fromm Place	10	3	916	926
18	Fromm Place	10	3	916	926
20	Fromm Place	10	3	916	926
6	Fromm Place	10	3	916	926
8	Fromm Place	10	3	916	926
671	Garson Ave.	10	2	732	739
673	Garson Ave.	10	2	732	739
1	Harris St.	10	5	1038	1158
382	Hawley Street	10	3	916	926
384	Hawley Street	10	3	916	926
15	Helena St.	10	4	946	1006
237	Henrietta St	10	3	916	926
14-1/2	Henry St.	10	3	916	926
14	Henry St.	10	3	916	926
16	Henry St.	10	3	916	926
18-1/2	Henry St.	10	3	916	926
18	Henry St.	10	3	916	926
20	Henry St.	10	3	916	926
98	Hobart Street	10	4	946	1006
1	Hollister St.	10	3	916	926
1	Hollister St.	10	3	916	926
5	Hollister St.	10	3	916	926
5-1/2	Hollister St.	10	3	916	926
7	Hollister St.	10	3	916	926
9	Hollister St.	10	3	916	926
188	Jefferson Avenue	10	3	916	926
200	Jefferson Avenue	10	3	916	926
156	Kenwood Avenue	10	2	732	739
158	Kenwood Avenue	10	2	732	739
82	Lansdale Street	10	3	916	926
54	Lincoln St.	10	2	732	739
1	Luther Circle	10	3	916	926
26	Luther Circle	10	2	732	739
3	Luther Circle	10	3	916	926
30	Luther Circle	10	2	732	739
34	Luther Circle	10	2	732	739
38	Luther Circle	10	3	916	926
42	Luther Circle	10	3	916	926

Unit #	Unit Address	Project	# Bedroom	Current FMR	Proposed Gross FMR
5	Luther Circle	10	2	732	739
7	Luther Circle	10	2	732	739
363	Lyceum Street	10	3	916	926
184	Melville St.	10	3	916	926
58	Merrimac St.	10	3	916	926
60	Merrimac St.	10	3	916	926
62	Merrimac St.	10	3	916	926
64	Merrimac St.	10	3	916	926
66	Merrimac St.	10	3	916	926
160	Merriman St	10	5	1038	1158
25	Norris Drive	10	3	916	926
27	Norris Drive	10	2	732	739
29	Norris Drive	10	3	916	926
195	Reynolds Street	10	4	946	1006
259	Reynolds Street	10	4	946	1006
261	Reynolds Street	10	4	946	1006
25	Rockland Park	10	3	916	926
23	Rodenbeck Place	10	2	732	739
96	Sawyer Street	10	3	916	926
513	Seward Street	10	3	916	926
519	Seward Street	10	3	916	926
734	Seward Street	10	3	916	926
785	Seward Street	10	2	732	739
787	Seward Street	10	2	732	739
139	Shelter Street	10	2	732	739
141	Shelter Street	10	2	732	739
72	Shepard St	10	4	946	1006
57	Stanton Street	10	3	916	926
3	Thomas St.	10	3	916	926
3A	Thomas St.	10	3	916	926
1	Thomas Street	10	3	916	926
1A	Thomas Street	10	3	916	926
292-296	Tremont St 1	10	4	946	1006
292-296	Tremont St 2	10	4	946	1006
292-296	Tremont St 3	10	4	946	1006
292-296	Tremont St 4	10	4	946	1006
292-296	Tremont St 5	10	4	946	1006
292-296	Tremont St 6	10	4	946	1006
182	Troup Street	10	2	732	739
184	Troup Street	10	2	732	739
186	Troup Street	10	3	916	926
217	Troup Street	10	3	916	926
219	Troup Street	10	3	916	926
221	Troup Street	10	3	916	926
223	Troup Street	10	3	916	926
322	Troup Street	10	3	916	926
324	Troup Street	10	3	916	926
326	Troup Street	10	3	916	926
328	Troup Street	10	3	916	926
329	Troup Street	10	4	946	1006
381	Troup Street	10	4	946	1006



Unit #	Unit Address	Project	# Bedroom	Current FMR	Proposed Gross FMR
382	Troup Street	10	4	946	1006
29	Watkins Terrace	10	4	946	1006
20	Waverly Place	10	3	916	926
22	Waverly Place	10	3	916	926
24	Waverly Place	10	3	916	926
312	Webster Ave.	10	3	916	926
314	Webster Ave.	10	3	916	926
316	Webster Ave.	10	3	916	926
347-1/2	Wilkins St.	10	3	916	926
347	Wilkins St.	10	3	916	926
114	Aldine St	33	4	946	1006
67	Alphonse St	33	2	732	739
438	Avenue A	33	5	1038	1158
270	Averill Ave	33	2	732	739
272	Averill Ave	33	2	732	739
665A	Bay St	33	2	732	739
665B	Bay St	33	2	732	739
283	Berlin St	33	2	732	739
285	Berlin St	33	2	732	739
15	Diringer Place	33	2	732	739
2252	E Main St	33	3	916	926
43	Eiffel Place	33	3	916	926
30	Ellicott Street	33	3	916	926
25	Elmdorf Avenue	33	3	916	926
56	Elmdorf Avenue	33	4	946	1006
4	Elser Terrace	33	3	916	926
14A	Englert St	33	3	916	926
14B	Englert St	33	3	916	926
67A	Evergreen St	33	3	916	926
67B	Evergreen St	33	3	916	926
128	Fillmore Street	33	3	916	926
98	Fillmore Street	33	4	946	1006
37	Garnet St.	33	3	916	926
406	Garson Ave.	33	2	732	739
408	Garson Ave.	33	2	732	739
13	Gladys St.	33	4	946	1006
16	Glasser Street	33	4	946	1006
609	Humboldt St	33	3	916	926
66	Lang St.	33	2	732	739
68	Lang St.	33	2	732	739
8	Lochner Place	33	2	732	739
102	Melville Street	33	4	946	1006
223	Mohawk Street	33	3	916	926
28	Nichols Street	33	3	916	926
265	Richard St	33	4	946	1006
14	Rodenbeck Place	33	3	916	926
289	Roslyn Street	33	3	916	926
111	Rugby Avenue	33	3	916	926
235	Sawyer Street	33	3	916	926
55	Sawyer Street	33	3	916	926

Unit #	Unit Address	Project	# Bedroom	Current FMR	Proposed Gross FMR
31	Stunz St.	33	3	916	926
14A	Arklow St	36	2	732	739
14B	Arklow St	36	2	732	739
12	Athens St	36	4	946	1006
141	Avenue A	36	3	916	926
143	Avenue A	36	3	916	926
172	Baldwin St	36	4	946	1006
1	Bradford St	36	3	916	926
1-1/2	Bradford St	36	3	916	926
359	Central Park	36	4	946	1006
373	Central Park	36	3	916	926
375	Central Park	36	3	916	926
446	Champlain St	36	2	732	739
746	Clifford Ave.	36	3	916	926
140	Conkey Ave	36	3	916	926
142	Conkey Ave	36	3	916	926
18	Council St.	36	4	946	1006
13	Englert St	36	3	916	926
42	Essex St.	36	2	732	739
44	Essex St.	36	2	732	739
45	First St.	36	3	916	926
49	First St.	36	3	916	926
308	Fourth St.	36	3	916	926
363	Hayward Ave	36	3	916	926
30	Hollister St.	36	3	916	926
32	Hollister St.	36	3	916	926
19A	Kensington St	36	2	732	739
19B	Kensington St	36	2	732	739
69	Lenox St.	36	4	946	1006
162A	N Union St	36	3	916	926
162B	N Union St	36	2	732	739
176	N Union St	36	4	946	1006
763	Norton St.	36	3	916	926
765	Norton St.	36	3	916	926
168	Rohr St	36	3	916	926
170	Rohr St	36	3	916	926
205A	Rohr St	36	2	732	739
205B	Rohr St	36	2	732	739
29	Santee St.	36	3	916	926
31	Santee St.	36	3	916	926
156	Seventh St.	36	3	916	926
78	Shelter St.	36	2	732	739
82	Shelter St.	36	2	732	739
125	Sixth St.	36	4	946	1006
8	St. Jacob St.	36	4	946	1006
14	Stanley St.	36	3	916	926
15	Stanley St.	36	3	916	926
123	Weeger St.	36	2	732	739
109	Weld St	36	4	946	1006
76A	Weld St	36	2	732	739

<b>Unit #</b>	<b>Unit Address</b>	<b>Project</b>	<b># Bedroom</b>	<b>Current FMR</b>	<b>Proposed Gross FMR</b>
76B	Weld St	36	2	732	739
127	Weyl St.	36	3	916	926
76	Woodlawn St	36	2	732	739
78	Woodlawn St	36	2	732	739
51-1/2	Woodward St.	36	2	732	739
51	Woodward St.	36	2	732	739
134A	York St	36	2	732	739
134B	York St	36	2	732	739
67	Alford St	50	4	946	1006
61	Amsterdam St	50	3	916	926
873	Arnett Blvd	50	4	946	1006
164	Barberry Terr	50	3	916	926
194	Brooks Ave	50	3	916	926
19	Canton St	50	3	916	926
266	Chili Ave	50	3	916	926
356	Clay Ave	50	4	946	1006
1629	Clifford Ave	50	3	916	926
11	Coleman Terr	50	3	916	926
104	Congress Ave	50	3	916	926
46	Cutler St	50	4	946	1006
131	Dakota St	50	3	916	926
217	Dakota St	50	3	916	926
39	Delamaine Drive	50	3	916	926
16	Denver St	50	3	916	926
34	Dix St	50	3	916	926
214	Dodge St	50	3	916	926
179	Dove St	50	4	946	1006
59	Fillmore St	50	4	946	1006
101	Glendale Park	50	4	946	1006
538	Glide St	50	3	916	926
790	Glide St	50	3	916	926
17	Halford St	50	2	732	739
134	High St	50	3	916	926
37	Iroquois St.	50	3	916	926
356	LaGrange Ave	50	4	946	1006
244	Lincoln Ave	50	3	916	926
287	Lincoln Ave	50	3	916	926
510	Melville St	50	3	916	926
53	Northview Terr	50	3	916	926
125	Portage St	50	3	916	926
45	Reliance St	50	3	916	926
904	Ridgeway Ave	50	4	946	1006
46	Rosemary Dr	50	3	916	926
83	Roycroft Dr	50	3	916	926
1131	S Plymouth Ave	50	3	916	926

Unit #	Unit Address	Project	# Bedroom	Current FMR	Proposed Gross FMR
1133	S Plymouth Ave	50	3	916	926
40	Salina St	50	4	946	1006
535	Sawyer St	50	3	916	926
817	Seward St	50	3	916	926
265	Sixth St	50	3	916	926
84	Somerset St	50	3	916	926
264	St Casimir St	50	3	916	926
121	Sunset St	50	3	916	926
43	Teralta St	50	3	916	926
100	Villa St	50	3	916	926
597	Wilkins St	50	3	916	926
59	Wilton Terr	50	3	916	926
190	Winterroth St	50	3	916	926
199	Avery St	55	3	916	926
193	Clay Ave	55	3	916	926
61	Clay Ave	55	3	916	926
111	Cottage Street	55	3	916	926
158	Curtis St	55	3	916	926
15	Dorset St	55	3	916	926
179	Fillmore St	55	3	916	926
129	Garfield St	55	3	916	926
233	Herald St	55	3	916	926
31	Jerold St	55	4	946	1006
201	Longview Terr	55	3	916	926
105	Lux St	55	3	916	926
95	Manchester St	55	3	916	926
60	Michigan St	55	3	916	926
155	Milton St	55	3	916	926
28	Moulson St	55	3	916	926
375	N LeMoyne Ave	55	3	916	926
74	Northview Terr	55	3	916	926
17	Planet Street	55	3	916	926
121	Portage St	55	3	916	926
76	Sawyer St	55	3	916	926
214	Selye Terr	55	3	916	926
441	Selye Terr	55	3	916	926
293	Wisconsin St	55	3	916	926
34	Wolfert Terr	55	3	916	926
18	Truesdale St	56	3	916	926
13	Zimmer St	56	3	916	926
15	Zimmer St	56	3	916	926
21	Zimmer St	56	3	916	926
23	Zimmer St	56	3	916	926
5	Zimmer St	56	3	916	926
7	Zimmer St	56	3	916	926
128	Bowman St	57	3	916	926
96	Grafton St	57	3	916	926
505	Birr St	58	4	946	1006
24	Chandler St	58	4	946	1006
417	Clay Ave	58	4	946	1006
1330	Clifford Ave	58	4	946	1006

Unit #	Unit Address	Project	# Bedroom	Current FMR	Proposed Gross FMR
1302	E Main St Dn	58	2	732	739
1302	E Main St Up	58	2	732	739
385	Hazelwood Terr	58	3	916	926
118	Hobart St	58	4	946	1006
246	Holland St	58	2	732	739
250	Holland St	58	2	732	739
51	Jerold St	58	2	732	739
53	Jerold St	58	2	732	739
46	Laser St	58	3	916	926
519	Magee Ave	58	4	946	1006
1083	Maple St	58	2	732	739
22	Nelson St	58	3	916	926
59	Normandy Ave	58	4	946	1006
119	Post Ave	58	3	916	926
136	Salina St	58	2	732	739
138	Salina St	58	2	732	739
144	Salina St	58	2	732	739
146	Salina St	58	2	732	739
44	Warsaw St	58	2	732	739
70	Wellington Ave	58	2	732	739
72	Wellington Ave	58	2	732	739
47	Dorset St	59	3	916	926
35	Isabelle St	59	3	916	926
147A	Ackerman St	2A	2	732	739
147B	Ackerman St	2A	2	732	739
624	Broad St	2A	2	732	739
626	Broad St	2A	2	732	739
35	Floverton St.	2A	3	916	926
37	Floverton St.	2A	3	916	926
134	Hayward Avenue	2A	4	946	1006
138	Hayward Avenue	2A	4	946	1006
593	Lexington Ave.	2A	2	732	739
595	Lexington Ave.	2A	2	732	739
33	Lincoln St.	2A	3	916	926
39	Lincoln St.	2A	3	916	926
7 (27)	McFarlin St.	2A	3	916	926
9 (29)	McFarlin St.	2A	3	916	926
1111	Norton St.	2A	3	916	926
1113	Norton St.	2A	3	916	926
62	OK Terrace	2A	4	946	1006
66	OK Terrace	2A	4	946	1006
36	Shirley St.	2A	4	946	1006
40	Shirley St.	2A	4	946	1006
11	Veteran St.	2A	4	946	1006
9	Veteran St.	2A	4	946	1006
394	Waring Rd.	2A	4	946	1006
396	Waring Rd.	2A	4	946	1006
24	Weld St	2A	3	916	926
26	Weld St	2A	3	916	926

# ATTACHMENT 5

## Operation and Management

The Rochester Housing Authority has the following Policies that govern our operations:

- Admissions and Continued Occupancy Policy
- Housing Choice Voucher Administrative Plan
- Family Self Sufficiency (FSS) Action Plan
- Grievance Procedure
- Procurement Policy
- Personnel Policy

Copies of these policies are available at **675 West Main Street, Rochester, New York 14611.**

The Rochester Housing Authority operates the following programs:

<b>Program</b>	<b>Brief Description</b>
Public Housing	2,275 units of public housing owned by RHA.
Housing Choice Voucher*	9,735 Section 8 vouchers are available through RHA. The HCV program provides rental assistance on behalf of participants in the private rental market.
Permanent Supportive Housing w/Rental Assistance	Provides rental assistance to formerly homeless individuals or families to live in privately owned units throughout Monroe County (previously known as Shelter Plus Care). RHA currently assists 794 families through this program.
Comp Grant/Capital Fund	Funds for addressing capital needs improvements to Public Housing sites, buildings, and units.
Moderate Rehabilitation / Single Room Occupancy Program	RHA administrators 38 units in partnership with the YWCA of Rochester, 175 N Clinton Ave, to provide rental assistance to qualifying formerly homeless individuals.
ROSS Resident Services Delivery Model Grants	Program to assist public housing residents to become self-sufficient
Family Self-Sufficiency	Program to assist RHA residents to become self-sufficient.
Elderly Service Coordinators	Assists elderly residents aging in place.
ROSS Services Coordinators	Coordination of support services to assist residents to become self-sufficient.
NYS NHTD (Nursing Home Transition and Diversion Program)	Program to assist participants to transition from or avoid living in a nursing home. Currently, there are 15 participants in this program.

Within the Housing Choice Voucher Program, RHA administers the following voucher types:

* Voucher Type	Description
Tenant-Based Vouchers	Subsidy is issued to the participant. Assistance can be used on any qualifying and approved rental unit.
Project-Based Vouchers	Subsidy is issued to the unit. Provides owners with a long-term commitment to promote creating new/renovated units.
Rental Assistance Demonstration (RAD) Project-based Vouchers	A new HUD demonstration program that provides the opportunity for public housing units and privately owned affordable rental units with expiring contracts with HUD to convert to Project-based Voucher Assistance.
Enhanced Vouchers	Vouchers to tenants living in a project that has converted from affordable housing to market rent housing.
Mainstream 5-Year Vouchers	Targeted funding to assist elderly or non-elderly disabled families.
HUD-VASH Vouchers	Veterans Assistance Supportive Housing, administered in partnership with the local VA Office.
Family Unification Vouchers	To prevent the separation of or to assist with the reunification of families.
Designated Housing Vouchers	Targeted funding to assist non-elderly disabled families.
Homeownership Vouchers	Provides housing assistance for homeownership expenses.
Portable Vouchers	To assist current voucher holders who move out of or in to the Rochester community.

**RHA's Housing Choice Voucher and other Rental Assistance Programs Utilization (as of 3/24/2018):**

Program	Allocation	Leased Units	0/1 BR	2 BR	3 BR	4 BR	5BR+
Housing Choice Vouchers	9,735	9,413	4,206	2,625	2,104	423	55
RHA Portable Vouchers living outside of Rochester	190	179	34	58	72	14	1
Moderate Rehab	38	38	38	0	0	0	0
NHTD	18	18	15	3	0	0	0
Permanent Supportive Housing	665	724	492	138	65	28	1
<b>TOTALS</b>	<b>10,646</b>	<b>10,372</b>	<b>4,785</b>	<b>2,824</b>	<b>2,241</b>	<b>465</b>	<b>57</b>

### Listing of RHA's Public Housing inventory

AMP	Development	Studio	1bdrm	2bdrm	3bdrm	4bdrm	5bdrm	Development Total		AMP	AMP Totals
111	Glenwood		124					124		<b>111</b>	128
	Jones Ave		3	1				4			
112	Lexington Court		57	55				112		<b>112</b>	112
113	Lake Tower		208					208		<b>113</b>	208
161	Scattered Sites			5	24	10		39		<b>161</b>	39
222	Danforth Tower West	16	82					98		<b>222</b>	233
	Danforth Tower East	25	80					105			
	Jonathan Child		30					30			
224	Atlantic TH		12		12			24		<b>224</b>	150
	University Tower	50	76					126			
261	Scattered Sites		2	16	21	14	2	55		<b>261</b>	55
333	Kennedy Tower		80					80		<b>333</b>	80
334	Capsule				16			16		<b>334</b>	100
	Bronson Court			20	19			39			
	Luther Circle			33	12			45			
361	Scattered Sites			34	72	24	1	131		<b>361</b>	131
442	Parliament Arms		32	20				52		<b>442</b>	448
	Hudson Ridge Tower		318					318			
	Seneca Manor TH				52	26		78			
461	Scattered Sites			5	34	8	2	49		<b>461</b>	49
551	Bay-Zimmer			16	16	10	2	44		<b>551</b>	44
554	Holland TH			26	36	10		72		<b>554</b>	305
	Harriett Tubman			68	51	14		133			
	Lena Gantt		70	30				100			
561	Scattered Sites		2	34	96	20	2	154		<b>561</b>	154
562	Parkside			18	4			22		<b>562</b>	
	Federal Street			10	6			16			38
RHA Total		91	1176	391	472	136	9	2275			2275

\*Units where changed because RAD Conversion Units were removed.



### **ArtWalk Extension Project**

With a resolution passed by the RHA Board of Commissioners and approval of the HUD Buffalo Field Office, Rochester Housing Authority will grant two small easements that are currently part of our property at the University Tower site to the city of Rochester in support of their ongoing ArtWalk project.

ArtWalk is an “outdoor museum” of public art in the area around University Tower and has improved the condition of that neighborhood since its inception. The extension project will carry this project to the intersection where University Tower is located, and the granting of the two easements will provide an area for an artistically designed bus shelter and a “pocket park,” both of which are spaces that are highly desirable for RHA residents.

Cooperation with the City’s project will yield a one-time payment for each of the two easements, will provide a benefit to RHA residents, and will continue the upgrade of the surrounding neighborhood.

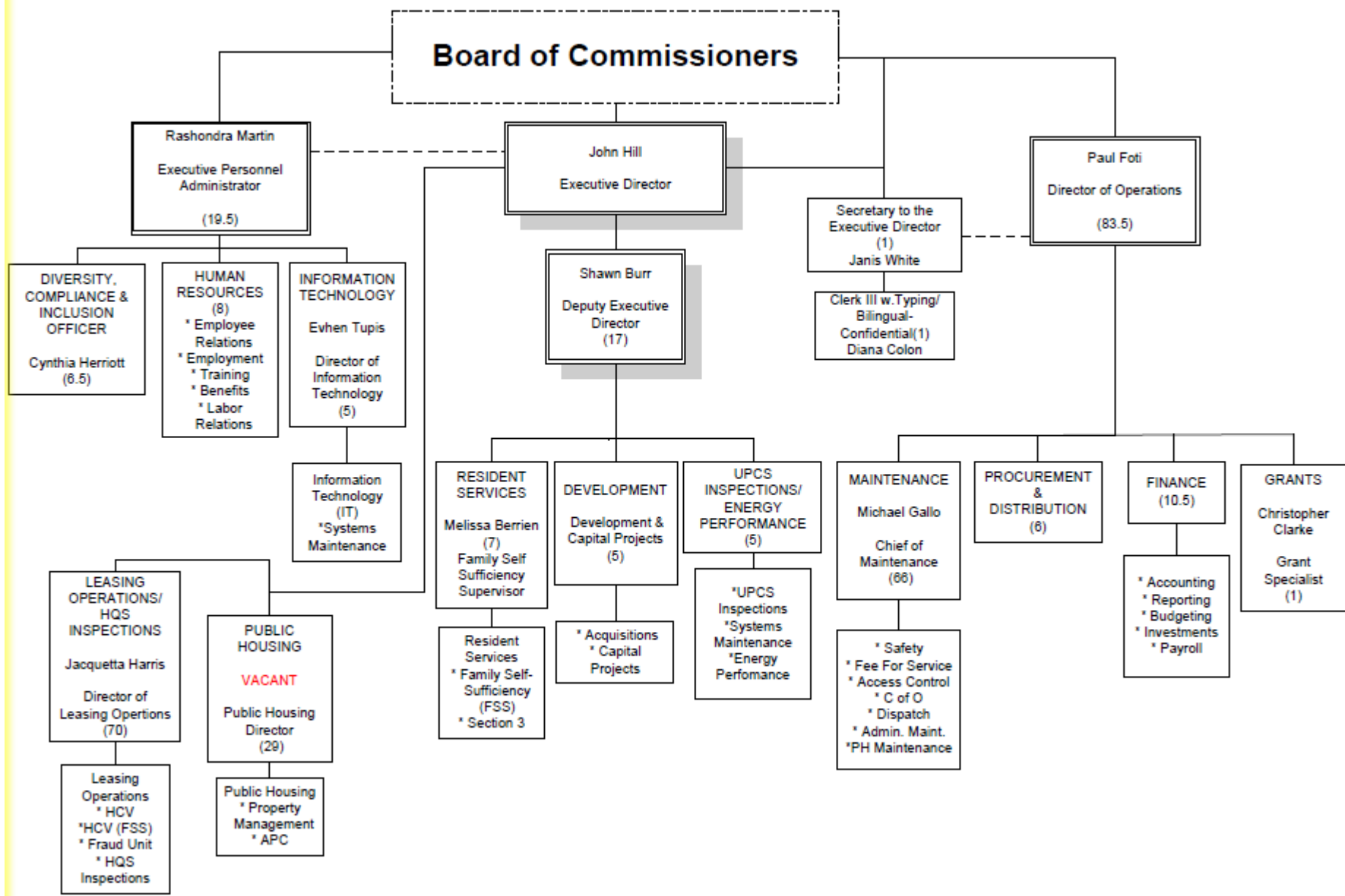
RHA will have input in the final decision regarding the art that will be used in the project areas adjacent to University Tower and is currently awaiting the City’s final approval to move forward.

### **Smoke-Free Public Housing**

In an effort to improve the health of Public Housing Tenants and to reduce maintenance costs associated with the rehabilitation of units effective, 10/1/13, all Public Housing units were designated as smoke-free units. Tenants are no longer permitted to smoke in their units or common areas. In complexes and buildings, tenants have designated smoking areas outside where smoking will be permissible. Scattered site residents are required to smoke outside of the unit.

RHA has assisted other PHA’s with their smoke free housing efforts.

# Rochester Housing Authority



----- Working in Collaboration    ——— Report to    = Approximate value

3/15/2018

## ATTACHMENT 6

### **Rochester Housing Authority – Grievance Procedure for Public Housing**

In 2004, the RHA Board of Commissioners approved the newly revised Grievance Procedure for Public Housing, after a comprehensive review of the document by Compliance staff. This document is available to the public at RHA's administrative offices at 675 West Main Street. RHA is currently revising the grievance procedure which will be brought to the Board of Commissioners for approval. This procedure will be in line with the HUD regulations as well as the Admissions and Continued Occupancy Policies.

RHA's Voucher and Permanent Supportive Housing Program also have a grievance procedure, informal hearing procedures for participants and informal review procedures for applicants, which are also detailed in the RHA Administrative Plan. This document is available to the public at RHA's administrative offices at 675 West Main Street.

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## ATTACHMENT 7

### Rochester Housing Authority – Designated Housing

The Rochester Housing Authority's Designated Housing Plan was approved by HUD in 2016 for two years and RHA will be re-applying in December 2018.

AMP	PROJECT #	NUMBER OF UNITS	PROPERTY
222	02	97	Danforth Tower East
222	02	98	Danforth Tower West
111	15	124	Glenwood Gardens
442	18a	318	Hudson-Ridge Tower
222	39	30	Jonathan Child Apartments
333	01	80	Kennedy Tower
442	07	52	Parliament Arms Apartments
The following locations are eligible for elderly, near elderly and disabled families:			
224	02	20	Atlantic Avenue (one-bedroom units)
224	14	126	University Tower
113	22	208	Lake Tower
112	34	57	Lexington Court (one-bedroom units)
554	38	70	Lena Gantt (one-bedroom units)

This action was consistent with our needs assessment and Consolidated Plan 2015/2016 Annual Action Plan

## ATTACHMENT 8

### **Rochester Housing Authority Community Service and Self-Sufficiency Programs**

The Quality Housing and Work Responsibility Act (QHWRA) of 1998 require that housing authorities set forth in their Annual Plan, a description of their Community Service and Self-Sufficiency Programs.

RHA will continue to administer a Family Self-Sufficiency (FSS) program. Under this program, families set goals and a service coordinator who works with them and helps them achieve their goals over a 5-year period. Some families' goals include homeownership. The FSS grant funds three case manager positions. Per HUD guidelines, one case manager position is funded for the first 25 families and an additional case manager for each additional 50 families. There is currently no waiting list for either Section 8 or public housing families to participate. Outreach to both HCV and PH residents consist of management referrals, brochures, and door to door outreach.

RHA will continue to assist participants in the FSS program to achieve their homeownership goals by providing participants with support such as credit counseling, building escrow savings accounts, linking them with local grant opportunities and other local homeownership programs. To date, 59 families have purchased homes without RHA homeownership voucher assistance.

RHA will also continue to utilize funding from a Resident Opportunities and Self-Sufficiency (ROSS) Grant. This grant funds two Service Coordinators who assess the needs of residents of conventional Public Housing and coordinate available resources in the community to meet their needs. This program promotes local strategies to coordinate the use of assistance under the Public Housing program with public and private resources for supportive services and resident empowerment activities. These services enable participating families to increase earned income, reduce or eliminate the need for welfare assistance, make progress toward achieving economic independence and reach housing self-sufficiency.

RHA intends to utilize using community service time to support RHA's site-based community centers as satisfaction of community service.

The Housing Authority administers the several programs that promote economic improvement and self-sufficiency.

- ROSS Service Coordinators • Housing Choice Voucher/Public Housing Family Self-Sufficiency • Homeownership Supportive Services

The Housing Authority administers a Senior Service Coordinator Program, and works diligently with local agencies, to promote service programs that are designed to support positive development for youth.

- Senior Service Coordinator
- Summer Day Camp for Youth
- GED classes

The Housing Authority leases approximately one hundred thirteen (113) units to Family Service Communities of Rochester, which administers both an Enriched Housing and Assisted Living Program. RHA residents have preference and priority to these units if qualified. These services allow the Senior/disabled population to remain independent with support services. RHA has performed a program needs assessment with the specific intent to improve and expand the program.

RHA's Program Coordinating Committee (PCC) consists of members from area Agencies, Social Service Departments, City of Rochester staff, and residents. The objective of the Committee is to assist RHA in our endeavors to coordinate our programs through Community Collaborations and resources as well as to give RHA feedback so we can better assist our residents in their goal of self-sufficiency. The PCC meets quarterly to ensure strong collaboration between the partner agencies.

## **Community Service Requirement**

The community service requirement was established by the QHWRA. The QHWRA requires all non-exempt adult public housing residents to participate in eight hours of community service and/or economic self-sufficiency activities per month. Exempt residents include those 62 or older, disabled individuals, primary caretakers of disabled individuals, individuals engaged in a minimum of 30 hours of work activities a week, and those in compliance with the requirements of a state TANF (welfare) program.

In order to meet the QHWRA requirements, RHA modified the Admissions and Continued Occupancy Policy (ACOP) to require language outlining the community service requirements. Applicable excerpts from the upcoming ACOP follow below:

### **Continued Occupancy and Community Service General**

Each adult resident of the PHA, who is not exempt, must [24 CFR 960.603(a)]:

- Contribute 8 hours per month of community service; or
- Participate in an economic self-sufficiency program (as defined in the regulations) for 8 hours per month; or
- Perform 8 hours per month of combined activities (community service and economic self-sufficiency programs).
- The required community service or self-sufficiency activity may be completed 8 hours each month or may be aggregated across a year. Any blocking of hours is acceptable as long as 96 hours is completed by each annual certification of compliance [Notice PIH 2015-12].

## **Exemptions**

### ***Exempt Individual [24 CFR 960.601(b), Notice PIH 2015-12]***

An *exempt individual* is an adult who:

- Is age 62 years or older.
- Is blind or disabled (as defined under section 216[i][1] or 1614 of the Social Security Act), and who certifies that because of this disability s/he is unable to comply with the service provisions.
- Is a primary caretaker of such an individual.
- Is engaged in work activities (30 hours per week as the minimum number of hours to qualify for work activity exemption).
- Is able to meet requirements of being exempted under a state program funded under part A of title IV of the Social Security Act, or under any other welfare program of the state in which the PHA is located, including a state-administered welfare-to-work program. This exemption applies to anyone whose characteristics or family situation meets the welfare agency exemption criteria and can be verified.
- Is a member of a family receiving assistance, benefits, or services under a state program funded under part A of title IV of the Social Security Act, or under any other welfare program of the state in which the PHA is located, including a state-administered welfare-to-work program and the supplemental nutrition assistance program (SNAP), and has not been found by the state or other administering entity to be in noncompliance with such program.

## **Notification of Community Service Requirement**

RHA will provide the family with a copy of the Community Service Policy at lease-up, lease renewal, when a family member is determined to be subject to the community service requirement during the lease term, and at any time upon the family's request. The policy will notify the family that self-certification forms are subject to review by RHA.

On an annual basis, at the time of lease renewal, RHA will notify the family in writing of the family members who are subject to the community service requirement and the family members who are exempt. If the family includes nonexempt individuals, the non-exempt family member will be referred for orientation where they will receive a list of agencies in the community that provide volunteer and/or training opportunities, as well as a documentation form on which they may record the activities they perform and the number of hours contributed. The form will also have a place for a signature by an appropriate official, who will certify to the activities and hours completed.

### **Volunteer Opportunities**

Community service includes performing work or duties in the public benefit that serve to improve the quality of life and/or enhance resident self-sufficiency, and/or increase the self-responsibility of the resident within the community.

An economic self-sufficiency program is one that is designed to encourage, assist, train or facilitate the economic independence of participants and their families or to provide work for participants. These programs may include programs for job training, work placement, basic skills training, education, English proficiency, work fare, financial or household management, apprenticeship, and any program necessary to ready a participant to work (such as substance abuse or mental health treatment).

RHA will coordinate with social service agencies, local schools, and the human resources office in identifying a list of volunteer community service positions.

Together with the resident advisory councils, RHA may create volunteer positions such as hall monitoring, litter patrols, and supervising and record keeping for volunteers.

Community services at profit-motivated entities, volunteer work performed at homes or offices of general private citizens, and court-ordered or probation-based work will not be considered eligible community service activities.

### **Notification of Non-Compliance with Community Service Requirement (CSSR)**

The lease specifies that it is renewed automatically for all purposes unless the family fails to comply with the community service requirement. Violation of the service requirement is grounds for nonrenewal of the lease at the end of the twelve- m o n t h lease term, but not for termination of tenancy during the course of the twelve-month lease term [24 CFR 960.603(b)].

RHA may not evict a family due to CSSR noncompliance. However, if RHA finds a tenant is noncompliant with CSSR, the RHA must provide written notification to the tenant of the noncompliance which must include:

- A brief description of the finding of non-compliance with CSSR.

- A statement that RHA will not renew the lease at the end of the current 12-month lease term unless the tenant enters into a written work-out agreement with the RHA or the family provides written assurance that is satisfactory to RHA explaining that the tenant or other noncompliant resident no longer resides in the unit. Such written work-out agreement must include the means through which a noncompliant family member will comply with the CSSR requirement. [24 CFR 960.607(c), Notice PIH 2015-12].

The notice must also state that the tenant may request a grievance hearing on RHA's determination, in accordance with RHA's grievance procedures, and that the tenant may exercise any available judicial remedy to seek timely redress for nonrenewal of the lease because of RHA's determination.

### **Opportunity for Cure**

The family will have 10 business days from the date of the notice of noncompliance to enter into a written work-out agreement to cure the noncompliance over the 12-month term of the new lease, provide documentation that the noncompliant resident no longer resides in the unit, or request a grievance hearing. If the family reports that a noncompliant family member is no longer residing in the unit, the family must provide documentation that the family member has actually vacated the unit before RHA will agree to continued occupancy of the family. Documentation must consist of a certification signed by the head of household as well as evidence of the current address of the family member that previously resided with them. If the family does not request a grievance hearing or does not take either corrective action required by the notice of noncompliance within the required 10 business day timeframe, RHA will terminate tenancy.

### **Continued Noncompliance and Enforcement Documentation [24 CFR 960.607(b)]**

Should a family member refuse to sign a written work-out agreement, or fail to comply with the terms of the work-out agreement, RHA is required to initiate termination of tenancy proceedings at the end of the current 12-month lease (see 24 CFR 966.53(c)) for failure to comply with lease requirements. When initiating termination of tenancy proceedings, the RHA will provide the following procedural safeguards:

- Adequate notice to the tenant of the grounds for terminating the tenancy and for non-renewal of the lease;
- Right of the tenant to be represented by counsel;
- Opportunity for the tenant to refute the evidence presented by the PHA, including the right to confront and cross-examine witnesses and present any affirmative legal or equitable defense which the tenant may have; and,
- A decision on the merits.

### **Treatment of Income Changes Resulting from Welfare Program Requirements**

The policies that govern income changes for both the Public Housing Program and Voucher Programs are found in our Admissions and Continued Occupancy Policy, Administrative Plan and FSS Action Plan.

In general, the RHA Admissions and Continued Occupancy Policy, Administrative Plan, and FSS Action Plan are derived from the following:

Code of Federal Regulations 24 CFR Parts 5, 882, 887, 888, 960, 982, 983 & 984.



# ATTACHMENT 9

## **Rochester Housing Authority – Security Services**

In 2017, RHA awarded a two-year contract with a possible 3-year renewal contract for Comprehensive Security Services. The contract was awarded to A.P. Safety & Security Corporation. This company is responsible for all of RHA's public safety needs.

The intent of this contract is to provide a safe living environment for the residents of the RHA and surrounding neighbors. One of the specific objectives of the RHA contract with AP Safety and Security Corporation is to provide a visible presence at Authority sites, and to organize safety programs in conjunction with residents and staff. Additionally, the contract is designed to administer programs that assist with crime reduction and illegal drug reduction. These programs focus on creating close ties with the resident population. Security programs are funded through RHA's Capital Fund Grants and general operating budget.

Through public safety programs, RHA has seeks to lower the incidences of illegal drugs and criminal activity in public housing sites. While some neighborhoods surrounding RHA sites continue to be a problem and pose a very real threat to progress, continued security efforts are a priority.

### **RHA Office of Public Safety**

A.P. Safety and Security will perform services for RHA coordinated by the Office of Compliance, Diversity, Inclusion and Public Safety. The Office of Public Safety's efforts are coordinated under the community-policing concept. Community Policing is a philosophy, management style, and organizational strategy that promotes pro-active problem solving and police-community partnerships to address the causes of crime, fear, and other community issues. The Office of Public Safety promotes regular, direct, and positive contact with residents and staff to foster positive relationships. Additionally, direct contact with the community provides security officers the opportunity to understand the community they serve. Security officers are encouraged to listen to residents' concerns and allow them to become involved in the solution. In the effort to reduce the use of illegal drugs and crime, it is essential that residents know they are an important factor in addressing the problem. The Office of Public Safety is a crucial link in establishing the resident's trust and providing a good quality of life.

The Office of Public Safety provides residents with several layers of contractual security services. Outlined below is a summary of the services provided. The summary also provides the primary hours in which the security activities are conducted. The day and time in which security services are provided are subject to change should problems in the developments arise.

### **Security Services – Public Safety Officers/High Rise-Senior Site**

RHA provides residents with the services of the Public Safety Officers. The officers are responsible for patrolling RHA's Senior towers and complexes for the elderly. Public Safety security officers are on duty in the evening hours, as determined by each sites' needs. Security guards patrol the stairwells and hallways to ensure they are safe and problem free. The guards are also responsible for monitoring persons entering the building, ensuring entrances to the building are secure and responding to security-related problems within the buildings. The Public Safety Officers respond to resident problems and ensure the safety and security of the exteriors and parking lots of public housing properties.

The activities of Public Safety Officers are coordinated by a Patrol Supervisor.

## **Public Safety Officers/Road Patrol-24 Hour**

RHA provides a "high visibility patrol" concept through the use of Public Safety Officers. The public safety officers/road patrols are part-time positions that are filled by AP security officers and/or off-duty police officers. The persons that serve in this capacity generally have several years of police or security guard service. The officers patrol RHA sites 24 hours a day and work in coordination with the Patrol Supervisor.

The Public Safety Officers provide a more involved level of security service. Public Safety Officers are expected to work with residents, RHA staff, and local law enforcement to solve security related problems. The officers also provide patrol services as well as drug elimination and community policing activities.

The Public Safety Officers are responsible for patrolling all RHA developments, including scattered site properties. The officers are assigned to patrol cars in the winter. In warmer months, the officers may patrol RHA properties on bicycle or foot. The variation in patrolling tactics has proven to be effective in deterring drug dealers from establishing open-air drug markets on RHA property. It is anticipated that the high visibility of security patrols will prevent criminal activities in the surrounding communities from moving onto RHA properties.

An essential element of the Public Safety Officer's duties is to spend time talking with residents about the security of their complexes. Public Safety Officers will participate in resident association meetings and community events. Such interactions with residents are important in determining whether the security needs of residents are being addressed.

## **Specialized Security Services/Professional Services/24 hour on-call**

Specialized security services provide a variety of professional security services to support the needs of RHA management and security staff. Public Safety will work closely with the Rochester Police Department the circumstances of a situation warrant.

## **Safety and Security**

The Compliance, Diversity and Inclusion Officer is responsible for directing and coordinating all of RHA's safety programs. She regularly meets with the Security Consultant to determine the adequacy of current safety programs and adjust the programs to meet the needs of the housing authority and its residents. The staff member is responsible for developing all safety policies and procedures.

The Security Consultant is responsible for security personnel. RHA staff members, in conjunction with the Security Consultant, work together to determine the security needs of RHA management and staff and to develop needed training.

The Security Consultant is responsible for conducting investigations of crimes that have occurred at RHA and/or coordinating such activities with the Rochester Police Department. The Security Consultant is also responsible for reviewing daily activity reports and addressing any findings or problems that may have arisen during the prior evening. The Security Consultant also reviews the activity reports to determine if there are any trends or hot spots of activity.

RHA has several resident-based Neighborhood Watch programs operating in its senior towers. Two of the programs are currently operated through RHA's Tower Power Program. RHA residents manage these programs with RHA Public Safety having an employee assigned as an administrative liaison for this program. The Security Consultant provides members with guidance and training about the administration of the program. The Security Consultant will also forward to RHA management and security any concerns or problems encountered by the resident watch programs.

## ATTACHMENT 10

### **Rochester Housing Authority – Pet Policy**

The RHA pet policy was last updated in 2008. This policy allows for one (1) pet per household in elderly/disabled locations with a deposit required of \$100.00 and/or one (1) pet per household in RHA scattered sites with a required pet deposit of \$200.00.

With prior approval from RHA, residents in elderly developments and scattered site units are permitted to keep small, domesticated pets. Residents are responsible for any damage caused by their pets, including the cost of fumigating or cleaning their units. In exchange for this right, the resident assumes full responsibility and liability for the pet and agrees to hold RHA harmless from any claims caused by an action or inaction of the pet.

RHA's pet policy does not apply to animals that are used to assist persons with disabilities. Assistive animals are allowed in all public housing facilities with no restrictions other than those imposed on all tenants to maintain their units and associated facilities in a decent, safe and sanitary manner and to refrain from disturbing their neighbors.

The complete pet policy is contained in RHA's Admissions and Continued Occupancy Policy. Persons interested in reviewing the complete pet policy may contact the Housing Authority to obtain a copy of the policy.

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# ATTACHMENT 11

<b>Certifications of Compliance with PHA Plans and Related Regulations (Standard, Troubled, HCV-Only, and High Performer PHAs)</b>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 02/29/2016
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## PHA Certifications of Compliance with the PHA Plan and Related Regulations including Required Civil Rights Certifications

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the \_\_\_ 5-Year and/or X Annual PHA Plan for the PHA fiscal year beginning 10/1/2018 hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
7. For PHA Plans that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

12. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
13. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
14. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
15. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
16. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
17. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
18. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
19. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Rochester Housing Authority

NY-041

PHA Name

PHA Number/HA Code

Annual PHA Plan for Fiscal Year 2019

5-Year PHA Plan for Fiscal Years 20\_\_ - 20\_\_

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Name of Authorized Official

Title

John N. Hill

Executive Director/Secretary to Board of Commissioners

Signature

Date



3/30/18

**Civil Rights Certification**  
**(Qualified PHAs)**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB Approval No. 2577-0226  
Expires 02/29/2016

**Civil Rights Certification**

**Annual Certification and Board Resolution**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official, I approve the submission of the 5-Year PHA Plan for the PHA of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the public housing program of the agency and implementation thereof:*

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those program, addressing those impediments in a reasonable fashion in view of the resources available and working with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.

Rochester Housing Authority

NY-041

\_\_\_\_\_  
PHA Name

\_\_\_\_\_  
PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012, 31 U.S.C. 3729, 3802)

Name of Authorized Official: John N Hill

Title: Executive Director/Secretary to the Board of Commissioners

Signature 

Date 3/30/18

## ATTACHMENT 12

### **Rochester Housing Authority Annual Audit**

The Rochester Housing Authority Audit for Fiscal Year 2017 will be submitted to the Department of Housing and Urban Development in June 2018. Once HUD approved the audited Financials, they will be available upon request.

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# ATTACHMENT 13

## Rochester Housing Authority – Statement of Asset Management

The goal of Asset Management is to provide cost efficient; the quality housing that is professionally managed and maintained in the best interest of our residents. There are several key modifications to the current RHA Management System that have been implemented to achieve these goals:

- RHA has combined resources that manage and maintain all of the RHA's properties into portfolios that are either contiguous or close in geographical location. Each of these portfolios is managed as a separate entity. This project-based model as opposed to the previous aggregate management style creates a sense of ownership and allows for increased accountability through project-based budgeting.
- Project-based budgeting and reporting gives RHA the ability to analyze the housing stock financial viability and position as it relates to the local market. Each portfolio's value can, therefore, be assessed on its own merits and a more accurate determination can then be made in terms of future capital investment. This system also gives the RHA the ability to track actual cost associated with operating each individual site. These resulting management and financial efficiencies will equate to cost savings and better use of RHA's operating funds.
- A proactive customer service focus is paramount to the success of the new Asset Management System. The current system of management has been restructured to provide increased support to the principal Property Manager. By removing the paperwork burden from the Property Manager, he or she now have the time to devote to management, communications, and public relations. Another key element of this reorganization will be the development of a career path for the current management staff. Several opportunities for advancement will be created thus providing additional motivation for the staff to improve their level of management skills.
- Management also plays an integral role in identifying services and quality amenities that enhances the marketability of our housing stock. In order for RHA to continue its mission as the affordable housing of choice, we need to identify the services and amenities that are currently being provided by the private sector. This parity will allow us to keep the vacancy rate at HUD established acceptable levels or below.
- The Maintenance Department has also been restructured under Asset Management to meet the needs of the residents and RHA's customer service goals. A review of current staff size indicated that the number of Maintenance personnel were well within the 50 to 1 (units to employee) HUD recommended ratio. We found that the previous centralized structure did not adequately meet the needs of the Housing Authority or its residents. The Asset Management model required a site based distribution of staff that now meets the need of each complex, high rise, or group of scattered sites. Each property has a somewhat unique set of needs that can be best satisfied with the correct number of on-site staff with the appropriate skill sets. By providing a better mix of staff talent (Senior Maintenance Mechanics, Maintenance Mechanic, Maintenance Laborers, etc.), the lesser trained employees are provided greater opportunity for on-the-job training by working directly with senior staff.

This plan also requires the addition of experienced, trained supervisors to work hands on with Maintenance personnel providing a greater level of support and guidance based on a Supervisor to employee ratio. Accountability is drastically improved under the site based model as employees at each site are responsible for the overall appearance, systems upkeep and customer satisfaction at



the site at which they are assigned. As employee skill sets are improved larger challenges like performing unit rehabs, have been possible. By relying less on outside contractors, the housing authority will save time, reduce costs and improve the control over the quality of the work performed. The mission of the Asset Management Department is to provide structure and focus to our daily decision making and allows for staff to feel ownership of their projects. RHA may use the Forced Account to hire an experienced crew to turn vacant units in public housing

The allowable management fees for RHA are as follows:

FEES	UNITS	AMOUNT
Public Housing Management Fees	2275	\$58.26
Public Housing Bookkeeping Fee	2275	\$7.50
Public Housing Asset Management	2275	\$10.00
Section 8 Bookkeeping Fee	9735	\$7.50
Section 8 Administrative Fee	9735	\$12.00

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## **ATTACHMENT 14**

### **Program Update – Allocation of Units for Victims of Domestic Violence VAWA —**

#### **Violence against Women Act (PIH 2017-08)**

This Act protects tenants and family members of tenants who are victims of domestic violence, dating violence, sexual assault, or stalking from being evicted or terminated from housing assistance based on acts of such violence against them. This provision applies to both Public Housing as well as Section 8 programs and owners renting to families under Section 8 rental assistance programs.

Any and all domestic violence information relating to the incident(s) must be retained in confidence by the Authority or the owner and must not be shared without the victim's consent. RHA may require verification of such abuse utilizing the HUD form 5382. VAWA informing notices will be provided for every denial of admission, every new admission, and every termination notice. The informing notices include a blank copy of HUD form -5382.

Each applicant/resident is informed that there is help available. RHA supplies each applicant/resident the telephone numbers for Willow Domestic Violence Center and the Rape Crisis Service of Planned Parenthood. RHA developed our informational letter with the collaboration of Empire Justice and Monroe County Legal Assistance Corp. An informational training session has been conducted by these agencies to educate inform staff so that RHA may be better equipped to assist participants. Landlords in the voucher program are notified of VAWA requirements in the HUD-required tenancy addendum which is Part C of the HAP contract.

# ATTACHMENT 15

## **Demolition, Disposition or Homeownership of Public Housing Units**

RHA regularly examines its public housing units and development portfolio to evaluate whether they continue to meet resident needs, and provide quality, safe, affordable housing. If during RHA's review of its portfolio of units, it is determined additional units should be removed, the RHA would pursue their removal using one of HUD's predetermined methods as listed below.

### **Demolition**

RHA may demolish public housing units that are obsolete as to physical condition, location, or other factors, making it unsuitable for housing purposes, and no reasonable program of modifications to the property is cost-effective. De minimis demolitions of up to 5 units every 5 years is allowed under 24 CFR Part 970. See Attachment- 20 for RHA's plans for public housing units that may be demolished.

### **Disposition**

Disposition of public housing is allowed because of any one of the following:

- a change in the neighborhood, so the location is no longer conducive to residential use;
- the land the development is built on is sufficiently valuable that the development can be replaced at no cost to HUD;
- the development contains vacant land or non-dwelling structures that exceed the development's needs and/or is incidental to the continuing operation of the development;
- RHA determines that the disposition is consistent with its goals and the U.S. Housing Act of 1937.

Disposition is also allowed providing the properties are part of mixed-finance housing, developed in accordance with 24 CFP 941 (Subpart F).

### **Homeownership**

The Quality Housing and Work Responsibility Act (QHWRA) permits housing authorities, through Section 32 of the Housing Act of 1937, to make dwelling units available for purchase by low-income families as their principal residence. Units may be sold to current public housing residents, Section 8 participants, or other qualified persons.

RHA has developed a draft plan to implement Section 32 Homeownership as part of RHA's Homeownership program which is under review. RHA intends to perform an assessment of all its public housing scattered site units and determine which single-family units will be designated for homeownership. RHA may use capital funds and/or operating reserves to renovate designated public housing scattered site homes prior to being offered for homeownership.

# ATTACHMENT 16

## Conversion of Public Housing

The Rental Assistance Demonstration (RAD) program was developed by HUD as a tool to convert public housing properties to Section 8 rental assistance. The conversion would allow public housing agencies to access additional funding to make needed physical improvements to properties.

RHA converted three properties in 2017 utilizing the RAD program, Blackwell Estates, Glide Court, and Elmdorf Apartments. Several scattered sites were also included in the application as De minimis units. Before the application was submitted, residents of these developments and scattered sites were notified, and meetings were held to discuss the proposed conversion plans. Residents were encouraged to ask questions, express any concerns and provide comments. These comments and RHA's response to them were submitted as part of the RAD application to HUD.

These properties are owned and managed by Rochester Housing Charities, a not for profit affiliate. The scattered sites are all currently vacant. RHC will determine the best use of these units.

RHA continues to examine its public housing units and development portfolio to determine if other developments would benefit from a RAD conversion. RHA submitted a letter of interest to HUD for the following properties to be placed on the RAD waiting list:

Federal Street Townhouses	Fairfield Village	Holland Townhouses
Parliament Arms	Bay/Zimmer Townhouses	Waring Rd./Veteran Street
Kennedy Tower	Lake Tower	Lexington Court
Jonathan Childs	Glenwood Gardens	Atlantic Townhouses
Capsule Dwellings	Bronson Court	Seneca Manor Townhouses
Parkside Apartments	University Tower	

A final application may also include scattered sites that would benefit under the RAD program.

### Mandatory Conversion

RHA does not have any public housing stock which is subject to mandatory conversion.

### Voluntary Conversion

RHA intends to perform an assessment of all its Public Housing Properties and will determine whether or not it will submit a voluntary conversion application.

# ATTACHMENT 17

## **Rochester Housing Authority – Homeownership**

HUD published the Final Rule for the Housing Choice Voucher Homeownership Option on September 12, 2000. RHA's Board of Commissioners, at its December 2000 meeting, approved an amendment to the RHA Administrative Plan, which initiated the Homeownership program. Originally the Board of Commissioners approved 100 vouchers to be designated for homeownership. At the May 2012, Board of Commissioners approved an additional 10 vouchers bringing the total to 110. RHA's Admin Plan, revised March 2017, added an additional 90 vouchers, bringing the current total to 200 vouchers

RHA's first homeownership closing took place on December 8, 2001. To date, there have been a total 142 closings. RHA partners with local agencies to assist families achieve their homeownership goals. Four families closed on homes in 2017 and we have an additional four families anticipating closing in the 1<sup>st</sup> quarter of 2018. RHA is very committed to growing the Homeownership pipeline and has increased outreach to public housing residents and Section 8 program participants. A pipeline of candidates with homeownership goals has been created to increase utilization.

RHA has developed a draft homeownership plan that will include Section 32 Homeownership which is under review. This comprehensive Plan outlines the requirements and guidelines of the program. In addition to the Plan, RHA is developing a post homeownership program to assist families in maintaining their homes and ensuring homeowners that they have somewhere to go for assistance when they need it.

RHA intends to perform an assessment of all its public housing scattered site units and determine which single-family units will be designated for homeownership. Current residents will be given first option to purchase the home. RHA may use capital funds and/or operating reserves to renovate designated public housing scattered site homes prior to being offered for homeownership.

RHA is also working with the City of Rochester to identify ways to work together in furthering each agency's homeownership programs and goals.

## ATTACHMENT 18

### **Statement of Capital Improvement Needs**

Current and future capital needs of RHA's Public Housing developments are identified by public housing Property Managers, Maintenance staff, Uniform Physical Condition Inspections, REAC inspections, physical needs assessments and public housing residents.

The Development/Capital Projects Department meets periodically with Property Managers, Chief of Maintenance, Building Maintenance Supervisors, residents and a sub-committee of the Board of Commissioners, the Planning Committee, to identify priorities and monitor progress of capital improvement projects.

New public housing and affordable units may be developed in partnership with other public or private agencies using Capital Funds, grant funds, proceeds from sales of existing public housing property, low-income housing tax credits and mixed financing.

For more detail of capital projects identified by staff, residents, and the Board of Commissioners, please refer to Attachment 21- Certifications: *Annual Statement /Performance and Evaluation Report 50075.1*, *Capital Fund Program Five-Year Action Plan 50075.2*, and *the Capital Fund CFP Amendment*.

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# ATTACHMENT 19

## Rochester Housing Authority – Housing Needs Assessment

The Quality Housing and Work Responsibility Act (QHWRA) of 1998 require that housing authorities set forth in their Annual Plan a Needs Assessment of the housing needs of their jurisdiction and an analysis of the Public Housing and Housing Choice Voucher waiting lists.

At the end of this section is the information contained in the Housing Needs portion of the City of Rochester and Monroe County Consolidated Plans. It shows there is a need for additional affordable housing resources in our city and county. There is a statement concerning the ‘Community Choice Action Plan’ and RHA’s role in the Plan. Also attached are the data and tables that provide an analysis of our waiting lists.

The information on the waiting list was analyzed in the following manner: A computer program was developed to find and list the applicants on both the RHA Public Housing and Housing Choice Voucher waiting lists. The results were screened to ensure that applicant records had complete information. The information was then sorted by bedroom size, income distribution, elderly, disabled, racial/ethnic breakdown and the average length of time to receive housing. The waiting list analysis results can be viewed on pages 1-2 and 1-3 of this section.

The Rochester Housing Authority is part of an effort undertaken by the City of Rochester, the Towns of Greece, Irondequoit, and suburban Monroe County, the State of New York and other local housing organizations to address jurisdictional affordable housing needs. As stated above, there is a need for additional affordable housing in our community. While RHA cannot meet all of the needs identified here, in accordance with our goals included in this Plan, RHA will work to address some of the identified needs by using appropriate resources to maintain and preserve its existing housing stock. When appropriate and feasible, RHA will apply for additional grants and loans from federal, state and local sources, including private sources that will allow the agency to increase the community’s affordable housing. RHA intends to work with our local partners, the City of Rochester, the Towns of Greece and Irondequoit and suburban Monroe County and local affordable housing developers to try to meet these identified needs.

In fiscal year (2015), RHA expected to receive \$77,000,000 for our existing programs. Those resources were used to house people and continue to improve the quality of the existing housing stock. Certain other opportunities and resources may also change over the coming year if there are program changes beyond our control.

### ANALYSIS OF THE PUBLIC HOUSING WAITING LIST

As of 2/23/2018

As of 4/5/17

<u>Total Number of Families on the Waiting List</u>	5,843	
Bedroom Breakdown:		
Studio/One Bedroom Applicants	2,589	44.3%
Two Bedroom Applicants	2,174	37.2%
Three Bedroom Applicants	789	13.5%
Four Bedroom Applicants	291	4.9%

The Five Bedroom waitlist closed. Currently 5-bedroom vacancies are offered to internal transfers due to the scarcity of the units.

Income Distribution of Applicants: \* RHA does not collect income data on pre-applications Applicants between 50% and 80% of Median  
 Applicants between 30% and 49.9% of Median Applicants at less than 30% of Median

<u>Number of Applicant Families Headed by an Elderly Person</u>	807	13.8%
<u>Number of Applicant Families with a Person with a Disability</u>	894	15.3%
<u>Racial/Ethnic Breakdown:</u>		
White	1,474	25.2%
Black	2,350	40.2%
American Indian/Native Alaskan	25	0.42%
Asian	20	0.34%
Hawaiian/Other Pacific Islander	163	2.8%
Multi-Racial/Declined to Report	1,749	29.9%
Hispanic	1,595	27.3%
Non-Hispanic	4,131	72.7%
Average Length of Time to Receive Housing (in months)	54 Months	

The above information was provided by prospective tenants on their application intake form. This information is subject to change until it is verified during the housing intake process.

ANALYSIS OF THE SECTION 8 WAITING LIST  
 As of 2/23/2018

<u>Total Number of Families on the Waiting List</u>	2,748	
<u>Bedroom Breakdown:</u>		
Unknown Bedroom Size Applicants*	2,550	92.8%
One Bedroom Applicants	130	4.7%
Two Bedroom Applicants	34	1.2%
Three Bedroom Applicants	29	1%
Four Bedroom Applicants	5	.2%
Five + Bedroom Applicants	0	0%

\*Starting with the September 2016 wait list opening applicant to the Section 8 program are not assigned a voucher size until the time of voucher issuance.

Income Distribution of Applicants: \*RHA does not collect income data on pre-applications Applicants between 50% and 80% of Median  
 Applicants between 30% and 49.9% of Median Applicants at less than 30% of Median

<u>Number of Applicant Families Headed by an Elderly Person</u>	204	7.4%
<u>Number of Applicant Families with a Person with a Disability</u>	729	26.5%



Racial/Ethnic Breakdown:

White	671	24.4%
Black	1500	54.6%
American Indian/Native Alaskan	16	.58%
Asian	13	.47%
Hawaiian/Other Pacific Islander	47	1.7%
Multi-Racial/Declined to Report	501	18.2%
Hispanic	625	22.7%
Non-Hispanic	2123	77.3%

The above information was provided by prospective tenants on their application intake form. This information is subject to change until it is verified during the housing intake process.

Average Length of Time to Receive Housing (in months) 7.6 Months\*

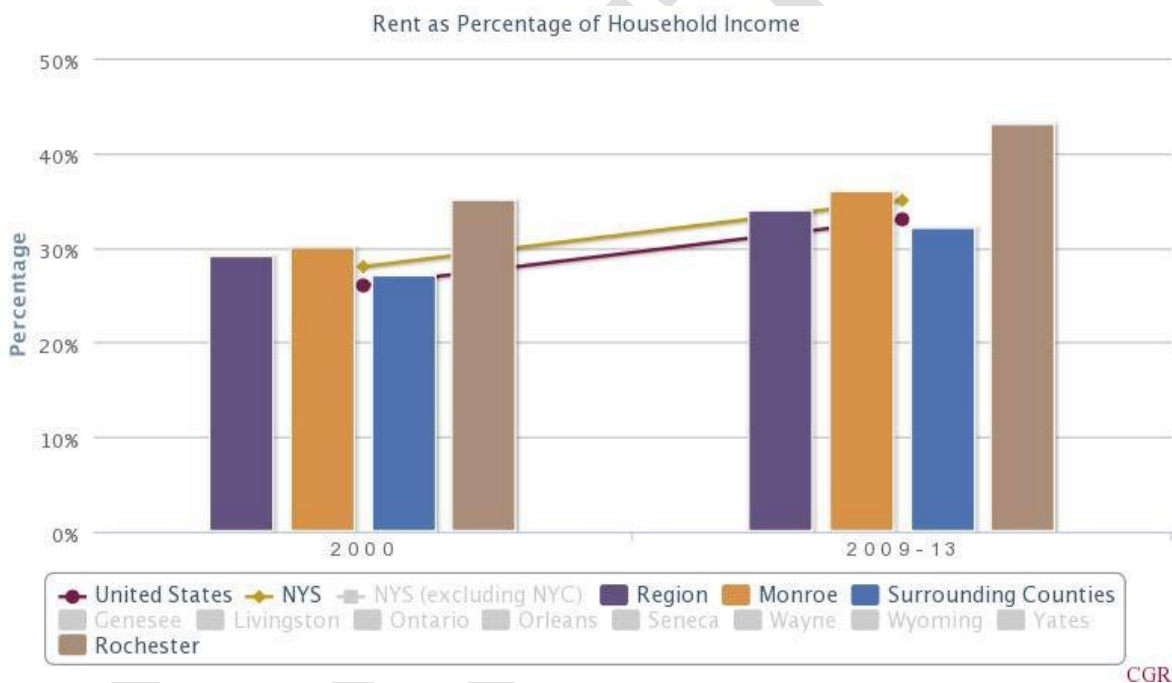
\*Average length of time is based upon the time from the date of the original application was received by RHA until the date the applicant is contacted from the top of the wait list to determine eligibility.

## Summary of Housing Needs

According to:

County of Monroe 2010-2015 Strategic Plan and 2010 Action Plan, City of Rochester Consolidated Community Development Plan/ Annual Action Plan 2015-2016. The strategic and consolidated plans of the County of Monroe and the City of Rochester each provide detailed housing need assessments that focus on the low-income families, elderly and disabled populations of the community.

According to ACT Rochester, in 2009-13, rent in the region was 34% of household income, in line with the national proportion of 33% and the statewide proportion of 35%. The lowest proportion came in Wyoming (28%) and the highest in Monroe (36%). Inside Monroe, the city of Rochester was higher than each county, at 43%. From 2000 through 2009-13, the proportion of household income going towards rent increased 6 points in the region, while statewide it increased by 7 points.



Data Source ACT Rochester <http://www.actrochester.org>

The County of Monroe, 2010-2015 Strategic Plan reports the following:

- Housing cost burden of over 50% of income is greatest at 30% AMI, decreases at 50% and decreases further at 80%. The cost burden of over 30% of income is greatest at 30% AMI, decreases slightly at 50% and decreases significantly at 80% AMI.
- Those with the greatest housing cost burden are homeowners at or below 30% AMI. The cost burden is greater for elderly homeowners than for renters at 30% AMI. The burden is slightly greater for small-family owners than for renters at 30% AMI. The housing cost burden is greatest for large-family renters at 30% AMI; slightly greater than for large-family homeowners.
- Both small and large family renters and owners at 30-50% AMI face significant housing problems and cost burdens.

- The percentage of housing problems and cost burden declines significantly at 80% AMI. Elderly renters and small and large family owners at 80% AMI experience the greatest housing burden.
- The **City of Rochester** reinforces the county’s claims by providing a thorough analysis of the low-income population and the availability of affordable rental units. The City reports a total of 40,365 low-income renter households. Low-income renters comprise 45.6% of the rental market within the city limits. Of these low-income households:
  - 3,375 (54.3%) of the total elderly rental households are cost burdened; while 3,280 (63.0%) of the 5,210 low-income elderly rental households are cost burdened. 1,725 (27.8%) of the total elderly rental households are severely cost burdened; while 1,685 (32.3%) of the low-income elderly rental households can claim the same status.
  - 11,740 (66.0%) of the total small rental households are cost burdened; while 11,610 (78.8%) of the 14,725 low-income small rental households are cost burdened. 7,430 (41.8%) of the total small rental households are severely cost burdened. All 7,430 severely cost burdened small rental households are low-income (50.0%)
  - 2,115 (56.6%) of the total large rental households are cost burdened; while 2,115 (65.9%) of the 3,210 low-income large rental households are cost burdened. 1,485 (39.8%) of the total large rental households are severely cost-burdened. All 1,485 severely cost burdened large rental households are low income (46.3%).
  - 12,040 (51.5%) of the total “all other” rental households are cost burdened; while 11,835 (68.7%) of the 17,220 low-income “all other” rental households are severely cost burdened. 7,800 severely cost burdened “all other” rental households are severely cost burdened “all other” rental households are low-income (45.3%)

DRAFT

**Rochester Housing Authority – Public Housing  
Jurisdictional Needs Assessment Table**

Table 1	Housing Needs Assessment of Families on the Public Housing Waiting List		
	EXTREMELY LOW INCOME	ELDERLY, DISABLED	RACIAL/ETHNIC GROUP
Affordability Issues	Continued steady demand is expected based on the amount of people experiencing a high rental cost burden and the amount of families on the public housing waiting list.	There is a good supply of affordable, quality housing available in the public housing developments. The waiting list is extremely short.	Blacks constitute 40.2% of the total waiting list, Hispanics 27.3%, American Indian 0.42% and Asian/Pacific Islander 3.14%. Whites constitute 25.2% of the total waiting list. 29.9% of the waiting list identify as being multiracial or declined to report.
Supply of Housing	Could be slightly increased over the next 2-5 years. The greatest need being in the larger bedroom sizes of 4 and 5 bedrooms.	Sufficient for the next 2-5 year. Though there is a need for 504 accessible 2 bedroom and larger units.	Could be slightly increased over the next 2-5 year
Quality of Housing	Existing units are of good quality.	Existing units are of good quality	Existing units are of good quality
Accessibility	Good supply.	Good supply.	Good supply.
Size	Sizes of units are not a supply problem	Sizes of units are not a supply problem	Size of units are not a problem
Location of Housing	All but one public housing development is located in the City	All but one public housing development is located in the City	All but one public housing development is located in the City

**Rochester Housing Authority – Housing Choice Voucher  
Waiting List Needs Assessment Table**

Table 1	Housing Needs Assessment of Families on the Housing Choice Voucher Waiting List		
	EXTREMELY LOW INCOME	ELDERLY, DISABLED	RACIAL/ETHNIC GROUP
Affordability Issues	RHA opened the waiting list and accepted new applications on Monday, September 12, 2016 at 12:01am until Monday, September 23, 2016 at 11:50pm. Income data on the waiting list is not available.	Not as critical for elderly as there is a substantial amount of elderly assisted housing. For disabled there are not as many choices. 17% of the new Section 8 applicants indicated they were disabled	Blacks constitute 54.6% of the total waiting list, Hispanics 22.7%, American Indian 0.58% and Asian/Pacific Islander 2.17%. Whites constitute 24.4% of the total waiting list. 18.2% of the waiting list identify as being multiracial or declined to report.
Supply of Housing Great	Majorities of voucher holders are able to find housing. Very few are turned back in because they couldn't find units. Supply seems to be adequate currently	Great majorities of voucher holders are able to find housing. Very few are turned back in because they couldn't find units. Supply seems to be adequate currently.	None Determined.
Quality of Housing	Existing units are of good quality.	Existing units are of good quality	None Determined.
Accessibility	Moderate supply.	Short supply.	None Determined
Size – 4 BR & Up	Short supply in this affordability range.	Not applicable.	None Determined.
Location of Housing.	Majority of Section 8 certificate/voucher holders resides in City of Rochester. Approximately 2000 families on the Section 8 program are located outside of city limits	Majority of Section 8 voucher holders resides in City of Rochester. Approximately 1143 elderly/disabled families on the Section 8 programs are located outside of city limits	None Determined.

# ROCHESTER HOUSING AUTHORITY STRATEGIES FOR ADDRESSING HOUSING NEEDS

The Rochester Housing Authority shall continue to address the housing needs in the Rochester community based on the original needs assessment outlined above as determined upon creation of the current 5-year plan of RHA. The strategies for addressing this need, however, have been amended from the original 5-year plan due to outdated references to the 1999 Community Choice Action Plan. It was determined that some of the strategies as outlined previously referenced defunct committees and plans that were no longer actionable. Because of that, this section has undergone significant transformation and aligns more closely with the agency's Strategic Plan.

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

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

- Employing 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 due to the demolition of substandard housing. RHA built 3 new housing units adjacent to its Harriett Tubman site on Joseph Ave and Upper Falls Blvd which were occupied 10/1/14. RHA is planning on constructing 2 more units at this site as funds permit. RHA is planning the redevelopment of its public housing sites; Federal Street Townhouses and Waring/Veteran St. scattered sites. These redevelopment projects may increase or decrease the number of available public housing units. If the number is decreased, RHA intends to replace those units at locations to be determined. RHA has room in its Fair Cloth limit to do so.
- Seek replacement of public housing units lost to the inventory through Section 8 replacement housing resources.
- Establish Payment Standards for the Voucher programs that maintain a balance between availability of units, lease-up rates, and assisting as many families as financially possible.
- Undertake measures to ensure access to affordable quality housing among families assisted by RHA, regardless of unit size required.
- Maintain or increase Voucher lease-up rates and available housing stock by marketing the program to owners, particularly for units outside of areas of minority and poverty concentration
- Maintain or increase Voucher lease-up rates by advising participants on the importance of being a good tenant to increase owner acceptance of program
- Committing new Project-Based Vouchers (PBV) for new or rehabilitated housing developments. RHA will consider committing new PBVs until RHA reaches the 20% cap allowed by HUD or the program fails to continue to further the goals of RHA. Projects applying for PBVs can be located anywhere in the RHA voucher jurisdiction. RHA plans to utilize PBV's for targeted populations.
- Applying for new PBV funding opportunities announced by HUD, or other resources when they become available. Such opportunities could include the HUD Rental Assistance Demonstration program, HUD-VASH, or other similar opportunities.
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

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

- Applying for additional vouchers should they become available through HUD or New York State.

- Leverage affordable housing resources in the community through the creation of mixed-finance housing, offering additional project-based voucher contracts for new construction/major renovations, and consider converting existing public housing stock and the surrounding neighborhoods into other forms of affordable/mixed income communities.
- Pursue housing resources other than public housing or housing choice voucher assistance.

**Strategy 3: Investigate RHA’s ability to participate in owning, managing or increasing affordable housing units throughout Monroe County, particularly for very low-income households, e.g., providing project-based Section 8 certificates to enhance project feasibility.**

- As of February 2018, RHA is administering 2,355 active project-based voucher units throughout Monroe County, 740 of these units are located outside of the City of Rochester. There are an additional 66 project-based vouchers under contract for new/renovated developments in the construction process. The number of active project-based vouchers has increased by 216 units since February 2017.

**Strategy 4: Review the use of the HUD Income Disregard program for providing work incentives, e.g., public housing, Section 236, voucher and welfare program definitions of “income.”**

- Comment: The public housing rent payment system established in the Quality Housing and Work Responsibilities Act of 1998, Section 253 – Family Choice of Rental Payment. Superimposed on top of a minimum rent, each public housing family shall annually choose between four types of rent payment, a flat rent or income-based rent (10% of gross or 30% of adjusted gross income), welfare rent.
- Each PHA shall establish a flat rental amount for each of its units based on the rental value of the unit, as determined by the PHA. The flat rent shall be designed, so it does not create a disincentive for continued residency in public housing by families who are attempting to become economically self-sufficient through employment or who have attained a level of self-sufficiency through their own efforts. The rental amount for a dwelling unit shall be considered to comply with the requirements of this clause if it does not exceed the actual monthly costs to the public housing agency attributable to providing and operating the dwelling unit. However, PHAs can develop their flat rents in any manner that complies with this requirement.
- If a family chooses to pay the flat rent, they shall be provided the opportunity to immediately switch to the income-based rent because of financial hardships such as:
  1. Situations in which the income of the family has decreased because of changed circumstances, loss or reduction of employment, death in the family, and reduction in or loss of income or other assistance;
  2. An increase, because of changed circumstances in the family’s expenses for medical costs, child care, transportation, education, or similar items; and
  3. Such other situations as may be determined by the agency. If a family chooses the flat rent option, PHAs shall review their income not less than every three years. For cases where public housing resident and Section 8 recently become employed, annual disregards are available.

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

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

- 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

- Adopt rent policies to support and encourage employment of residents/participants  
**Need: Specific Family Types: Families at or below 50% of median**

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

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage working families

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

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

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

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

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

- Continue to 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

**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:**

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

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

- Counsel voucher participants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the voucher program to owners outside of areas of poverty/minority concentrations

**Need: Programs to Promote Self-Sufficiency for Public Housing Residents and Housing Choice Voucher Tenants**

**Strategy 1: Develop innovative approaches to financing and implementing TXDOLW\ affordable for-sale housing which has the ability to expand opportunities for targeting market segments (household below the 50% MFI), e.g., Rent-to-own, land contracts, community land trust, Section 8 Homeownership option demonstration, etc.**

The homeownership option has been offered to Voucher, and Public Housing families who are enrolled in the Family Self-Sufficiency Program (FSS), RHA families not participating in the FSS program that expresses an interest in homeownership have been referred to various other homeownership programs in the community

RHA is assisting program participants in achieving their homeownership goals by providing FSS participants



with homeownership training, credit counseling, building an escrow savings account, and linking them with grants or other local homeownership programs. RHA is in the process of assessing its homeownership plan to determine the best option for growing the homeownership program.

All of these programs represent HUD's efforts to assist families to find and maintain quality affordable housing by offering supportive services that will aide families to stabilize income and increase earning power. Families are empowered by becoming self-sufficient with less dependence on government assistance for shelter and other basic needs.

**Strategy 2: Create more effective use of RHA Section 3 strategies to provide jobs for the protected class residing in public housing.**

Comment: The RHA Resident Services Department has fostered and promoted this goal. The Authority through the efforts of the Resident Services Department has been placing a higher than ever focus on promoting Section 3 opportunities. Resident Services has received HUD ROSS (Resident Opportunities and Supportive Services) funding and is working to develop collaborations with local organizations and training programs designed to promote skilled trades and employment opportunities. Families may enhance earning power by participating in employment and training programs on-site at Resident Services, or at various sites, which are designed to increase their capacity to find new and better employment opportunities.

RHA intends to ensure that training and employment opportunities created through the expenditure of Section 3 Covered Assistance will be provided to Section 3 Qualified Individuals and Business Concerns. Additionally, RHA is stepping up its promotion to add Section 3 contractors to its list of eligible contractors for bidding. We are also developing more training alternatives for residents to develop skills in construction related trades with the goal of adding them to our contractor list. RHA has increased the number of Section 3 businesses from 1 in 2014 to 23 who received over \$1 million in contract awards in FY2017.

For families who express an interest in business start-up, Rochester Housing Authority works closely with the Urban League of Rochester and will refer those individuals to attend business start-up education and certification.

**Strategy 3: Better align and coordinate City, County, and Rochester Housing Authority Section 3 strategies with JTPA funding to provide greater employment opportunities for members of the protected classes.**

Comment: The New York State Department of Labor Joint Training Partnership Act (JTPA) is replaced by the DOL Workforce Investment Act of 1999. The Rochester Housing Authority is represented as a partnering agency on the Rochester Workforce Investment Board which represents community agencies public and private, educational institutions and employers all working collaboratively to address the employment and training needs of community residents.

**Construction Trades Training**

The Construction Trades program is not currently being conducted at this time but RHA has ramped up its Section 3 efforts and is currently working with local contractors to develop and implement training programs that will provide public housing residents with skilled trades that will increase their opportunity for employment that will lead to economic stability and self-sufficiency.

## **Soft Skills Job Readiness Training**

Currently, RHA refers public housing and Section 8 residents and tenants to RochesterWorks for soft skills training, resume assistance, and job search assistance.

RHA makes referrals to the appropriate agencies that provide GED, literacy, and job skill training services. These organizations include the Literacy Volunteers of Rochester and BOCES REOC. RHA resident councils at several sites have and are conducting computer training sessions for all residents who wish to participate. The resident councils are also exploring options and potential partnerships for Spanish/English classes on site.

## **Reasons for Selecting Identified Housing Needs Strategies**

The factors listed below influenced RHA's selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which 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 RHA
- Influence of the housing market on RHA 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
- Change in funding stream for resident programs
- Increased need for self-sufficiency

# ATTACHMENT 20

## Explanation of Significant Change from Previous Year

### Criteria of Substantial Deviation and Significant Amendments

U.S. Department of Housing and Urban Development (HUD) statute, Public and Indian Housing (PIH) Notice 9951, requires that public housing authorities explain “substantial deviations” from the 5-Year Plan in their Annual Plans. The statute also provides that, while public housing authorities may change or modify their plans or policies described in them, any “significant amendment or modification” to the plan would require public housing authorities to submit a revised PHA Plan that has met full public process requirements. The Rochester Housing Authority defines the following circumstances will constitute as a significant amendment/modification to this agency’s PHA plan:

- Changes made to the admissions policies, organization of the waiting list and/or tenant rent payments which negatively affects applicants;
- Addition of non-emergency work items (items not included in the current Annual Statement or 5-Year Action Plan) or changes in use of replacement reserve funds under the Capital Fund in the amount of 20% or more of the annual grant;
- Any changes with regard to demolition or disposition, designation, homeownership programs or conversion Activities not identified in the plan.

A substantial deviation may be defined as a loss and/or inadequate funding for a program, reallocation of funding to sustain programs and/or a change in regulatory requirements governing a program, thus requiring the PHA to amend its agency plans.

#### Leasing Operations - Housing Choice Voucher Significant changes

The 45-day comment period for the substantial deviation to the annual plan was from November 19, 2016 to January 3, 2017. The Public Hearing was January 5, 2017. On November 21, 2016, the Administrative Plan changes were reviewed and open for comment at the Resident Advisory Board Meeting. From October 2016 to February 2017 changes and updates were finalized at the Section 8 Committee meetings. Wednesday, March 22, 2017 the Board of commissioners approved the new Administrative Plan. There are now 10 weighted waiting list preferences

The Housing Choice Voucher program may complete HCV participant's recertification by mail; before full implementation a pilot program will be conducted.

The HCV program may provide incentives to low-income families to move into high-income areas.

Incentives may include HCV to pay for utility changeover or a stipend for moving expenses.

RHA is exploring and may go to debit card for Utility Reimbursement Payment (URP).

#### Public Housing:

RHA is making efforts to improve on the efficiency of housing participants from the point of application to move in. Strategies being explored are reducing the timeframe of the rental history that an eligibility/suitability decision is based on. In addition, the number of housing offers will be reduced from 3 offers to 2 offers per applicant.

**Additional non-emergency CFP work item**  
**Any change with regards to demolition or disposition of Public Housing Units**  
**&**  
**B2 New Activities**  
**Demolition and/or Disposition**

RHA routinely examines its public housing units to evaluate whether they continue to meet resident needs, and provide quality, safe, affordable housing.

The RHA has two buildings which sustained substantial fire damage, 36-40 Shirley Street and 43 Eiffel Place. It has been determined that the cost to repair the units exceeds their replacement value. RHA has received approval for the demolition of 36-40 Shirley Street. The building was demolished in August 2017. Plans are underway to subdivide the lot and construct two single family dwellings on that site. The structure at 43 Eiffel Place has been demolished, and a new energy efficient building will be constructed with an exterior deck, and private driveway.

Address	# of units	#of bedrooms/unit	Sq. Ft./unit	AMP	Accessible Features
36-40 Shirley Street	2	4	1	261	None
43 Eiffel Place	1	3	1	461	None

Another building has also sustained fire damage, 394-396 Waring Road in one of the units and is currently vacant. There are two duplexes on this property; the second was not affected by the fire. In 2017 the unit at 9 Veteran Street was struck by a vehicle and damaged, the resident relocated to 396 Waring Rd. RHA will be seeking HUD approval for the demolition/disposition of both buildings.

Address	# of units	#of bedrooms/unit	Sq. Ft./unit	AMP	Accessible Features
394-396 Waring Road	2	4	1	561	None
9-11 Veteran Street	2	4	1	561	None

The Federal Street complex was scheduled to be rehabilitated. The site consists of eight duplexes. It has been determined that the complex will be demolished and replaced with new units. RHA has submitted an application to the HUD Special Applications Center (SAC) office for the demolition of these buildings and has received approval in March 2018. There are no occupied units at this location. RHA has developed plans for the redevelopment of the site to include 3 three story buildings with 9 units each and all first-floor units accessible. There will be exterior community space, off street parking, and exterior private space.

Address	# of units	#of bedrooms/unit	Sq. Ft./unit	AMP	Accessible Features
55-85 Federal Street	16	10- 2 bdrm 6- 3 bdrm	810 1080	562	None

RHA owns several scattered site buildings which no longer meet the needs of today's families. They do not fit in with the surrounding neighborhood and are not representative of the type of housing that RHA wishes to own. The following is a list of these properties which may be demolished and/or disposed of:

Address	# of Units	# of Bedrooms	Sq. Ft./unit	AMP
147 A & B Ackerman St	2	2-two bdrm	2 bdrm-864	561
35-37 Floverton Street	2	2-three bdrm	3 bdrm-1152	261
134-138 Hayward Avenue	2	2-four bdrm	4 bdrm-1392	561
593-595 Lexington Avenue	2	2-two bdrm	2 bdrm-864	161
33-39 Lincoln	2	2-three bdrm	3 bdrm-1152	561
7-9 McFarlin Street	2	2-three bdrm	3 bdrm-1152	561
1111-1113 Norton Street	2	2-three bdrm	3 bdrm-1152	461
62-66 Ok Terrace	2	2-four bdrm	4 bdrm-1392	461
24-26 Weld Street	2	2-three bdrm	3 bdrm-1152	561
624-626 West Broad Street	2	2-two bdrm	2 bdrm-864	361

RHA may identify additional scattered site units for demolition as it evaluates and assesses the physical needs of all its scattered site properties.

RHA has retained the services of a Grant Writer Consultant to review key properties in its portfolio to make recommendations on the most advantageous method of preserving or redeveloping its properties to continue RHA's mission. One of the potential outcomes maybe the demolition of some properties. Potential sites to be evaluated may include:

Address	# of units	#of bedrooms/unit	Sq. Ft./unit	AMP	Accessible Features
Atlantic Townhouses 117 Atlantic Ave	24	12 one bdrm 12 three bdrm	1 bdrm- 580 3 bdrm- 1220	224	none
Bay/Zimmer Townhouses 52 Bay Street	44	16 two bdrm 16 three bdrm 10 four bdrm 2 five bdrm	2 bdrm- 1100 3 bdrm- 1100 4 bdrm- 1300 5 bdrm- 1300	551	none
Bronson Court 99 Dr. Samuel McCree Way	39	20 two bdrm 19 three bdrm	2 bdrm- 90 3 bdrm- 1100	334	none
Capsule Dwellings 143-145 Troup Street	16	16 three bdrm	3 bdrm- 1100	334	none
Fairfield Village 10 Luther Circle	45	32 two bdrm 12 three bdrm	2 bdrm- 980 2 bdrm- 1300	334	none

55-85 Federal Street	16	10 two bdrm 6 three bdrm	2 bdrm- 810 3 bdrm- 1080	562	none
Glenwood Gardens 295 Santee Street	124	124 one bdrm	1 bdrm- 500	111	several 504 units
Kennedy Tower 666 S. Plymouth Ave.	80	80 one bdrm	1 bdrm- 760	333	several 504 units
Holland Townhouses 271 Hudson Ave.	72	26 two bdrm 36 three bdrm	2 bdrm- 860 3 bdrm- 1085	554	none
Jonathan Child 399 Colvin Street	30	30 one bdrm	1 bdrm- 1000	222	several 504 units
Lake Tower 321 Lake Ave	208	208 one bdrm	1 bdrm- 660	113	several 504 units
Lexington Court 1289-1309 Lexington Ave	112	57 one bdrm 55 two bdrm	1 bdrm- 700 2 bdrm- 875	112	none
Parliament Arms 2120 St. Paul Street	52	32 one bdrm 20 two bdrm	1 bdrm- 760 2 bdrm- 950	442	none
Parkside Apartments 11 Parkside Ave.	22	18 two bdrm 4 three bdrm	2 bdrm- 800 3 bdrm- 950	562	none
Seneca Manor Townhouses 85- 349 Seneca Manor Dr.	78	52 three bdrm 26 four bdrm	3 bdrm- 1000 4 bdrm- 1200	442	none
University Tower 625 University Ave.	126	50 studios 76 one bdrm	Studios- 380 1 bdrm- 550	224	several 504 units
394-396 Waring Road	2	2 four bdrm	4 bdrm- 1392	561	none
9-11 Veteran Street	2	2 four bdrm	4 bdrm- 1392	561	none

EXCERPTS OF PIH NOTICE 2012-32: SECTIONS 1.6.C AND 1.6.D

**C. PBV Resident Rights and Participation**

- 1. No Re-screening of Tenants upon Conversion.** Pursuant to the RAD statute, at conversion, current households are not subject to rescreening, income eligibility, or income targeting provisions. Consequently, current households will be grandfathered for conditions that occurred prior to conversion but will be subject to any ongoing eligibility requirements for actions that occur after conversion. For example, a unit with a household that was over-income at time of conversion would continue to be treated as an assisted unit. Thus, 982.201, concerning eligibility and targeting, will not apply for current households. Once that remaining household moves out; the unit must be leased to an eligible family.
- 2. Right to Return.** Any residents that may need to be temporarily relocated to facilitate rehabilitation or construction will have a right to return to an assisted unit at the development once rehabilitation or construction is completed. Where the transfer of assistance to a new site is warranted and approved (see Section 1.6.B.7 and Section 1.7.A.8 on conditions warranting a transfer of assistance), residents of the converting development will have the right to reside in an assisted unit at the new site once rehabilitation or construction is complete. Residents of a development undergoing conversion of assistance may voluntarily accept a PHA or Owner's offer to permanently relocate to another assisted unit, and thereby waive their right to return to the development after rehabilitation or construction is completed.
- 3. Renewal of Lease.** Under current regulations at 24 CFR § 983.257(b)(3), upon lease expiration, a PHA can choose not to renew the lease, without good cause. In such a case, the regulatory consequence is the loss of the assisted unit. Under RAD, the PHA must renew all leases upon lease expiration, unless cause exists. Consequently, 24 CFR § 983.257(b)(3) will not apply. This provision must be incorporated by the PBV owner into the tenant lease or tenancy addendum, as appropriate.
- 4. Phase-in of Tenant Rent Increases.** If a tenant's monthly rent increases by more than the greater of 10 percent or \$25 purely as a result of the conversion, the rent increase will be phased in over 3 or 5 years. To implement this provision, HUD is waiving section 3(a)(1) of the Act, as well as 24 CFR § 983.3 (definition of "total tenant payment" (TTP)) only to the extent necessary to allow for the phase-in of tenant rent increases. A PHA must create a policy setting the length of the phase-in period at three years, five years or a combination depending on circumstances. For example, a PHA may create a policy that uses a three-year phase-in for smaller increases in rent and a five-year phase-in for larger increases in rent. This policy must be in place at conversion and may not be modified after conversion.

The below method explains the set percentage-based phase-in an owner must follow according to the phase-in period established. For purposes of this section "standard TTP" refers to the TTP calculated in accordance with regulations at 24 CFR § 5.628 and the "most recently paid TTP" refers to the TTP recorded on line 9j of the family's most recent HUD Form 50058

**Three Year Phase-in:**

- Year 1: Any recertification (interim or annual) performed prior to the second annual recertification after conversion – 33% of difference between most recently paid TTP and the standard TTP

- Year 2: Year 2 Annual Recertification (AR) and any Interim Recertification (IR) prior to Year 3 AR – 66% of difference between most recently paid TTP and the standard TTP
- Year 3: Year 3 AR and all subsequent Recertification – Full standard TTP

Five Year Phase-in:

- Year 1: Any recertification (interim or annual) performed prior to the second annual recertification after conversion – 20% of difference between most recently paid TTP and the standard TTP
- Year 2: Year 2 AR and any IR prior to Year 3 AR – 40% of difference between most recently paid TTP and the standard TTP
- Year 3: Year 3 AR and any IR prior to Year 4 AR – 60% of difference between most recently paid TTP and the standard TTP
- Year 4: Year 4 AR and any IR prior to Year 5 AR – 80% of difference between most recently paid TTP and the standard TTP
- Year 5 AR and all subsequent recertification – Full standard TTP

*Please Note:* In either the three-year phase-in or the five-year phase-in, once the standard TTP is equal to or less than the previous TTP, the phase-in ends and tenants will pay full TTP from that point forward.

**5. Public Housing Family Self Sufficiency (PH FSS) and Resident Opportunities and Self Sufficiency Service Coordinator (ROSS-SC) programs.** Current PH FSS participants will continue to be eligible for FSS once their housing is converted under RAD, and PHAs will be allowed to use any PH FSS funds granted previously or pursuant to the FY 2013 PH FSS NOFA, to serve those FSS participants who live in units converted by RAD and who will, because of, will move to the HCV FSS program, subject to the following:

- a. If a PHA has an HCV FSS program, a PHA must convert the PH FSS program participants at the covered project to their HCV FSS program. Please see future FSS Notices of Funding Availability and other guidance for additional details, including FSS coordinator funding eligibility of PHAs under a RAD conversion.
- b. If a PHA does not have an HCV FSS program, the PHA must establish an HCV FSS program and convert the PH FSS program participants at the covered project into their HCV FSS program. PHAs are not required to offer enrollment in FSS to residents in converting projects and other HCV participants, other than to residents in converting projects that were enrolled in the PH FSS program. Please see future FSS Notices of Funding Availability and other guidance for additional details, including FSS coordinator funding eligibility of PHAs under a RAD conversion.

All PHAs will be required to administer the FSS program in accordance with FSS regulations at 24 CFR Part 984 and in accordance with the participants' contracts of participation. However, residents who were converted from the PH FSS program to the HCV FSS program through RAD may not be terminated from the HCV FSS program or have HCV assistance withheld due to the participant's failure to comply with the contract of participation. Consequently, 24 CFR 984.303(b)(5)(iii) does not apply to FSS participants in converted properties.

Current ROSS-SC grantees will be able to finish out their current ROSS-SC grants once their housing is converted under RAD. However, once the property is converted, it will no longer be eligible to be



counted towards the unit count for future public housing ROSS-SC grants, nor will its residents be eligible to be served by future public housing ROSS-SC grants.

- 6. Resident Participation and Funding.** In accordance with Attachment 1B, residents of covered projects converting assistance to PBVs will have the right to establish and operate a resident organization for addressing issues related to their living environment and be eligible for resident participation funding.
- 7. Resident Procedural Rights.** The following items must be incorporated into both the Section 8 Administrative Plan and the owner's lease, which includes the required tenancy addendum, as appropriate. Evidence of such incorporation may be requested by HUD for purposes of monitoring the program.
  - a. Termination Notification.** HUD is incorporating additional termination notification requirements to comply with section 6 of the Act for public housing projects that convert assistance under RAD. In addition to the regulations at 24 CFR § 983.257, related to owner termination of tenancy and eviction, as modified by the waiver in Section 1.6(C)(3) above, the termination procedure for RAD conversions to PBV will require that PHAs provide adequate written notice of termination of the lease which shall not be less than:
    - i. A reasonable period, but not to exceed 30 days:
      1. If the health or safety of other tenants, PHA employees, or persons residing in the immediate vicinity of the premises is threatened; or
      2. In the event of any drug-related or violent criminal activity or any felony conviction;
    - ii. 14 days in the case of nonpayment of rent; and
    - iii. 30 days in any other case, except that if a State or local law provides for a shorter period, such shorter period shall apply.
  - b. Grievance Process.** HUD is incorporating additional procedural rights to comply with the requirements of section 6 of the Act.

For issues related to tenancy and termination of assistance, PBV program rules require the PHA to provide an opportunity for an informal hearing, as outlined in 24 CFR § 982.555. RAD will waive 24 CFR § 982.555(b) in part, which outlines when informal hearings are not required and require that:

- i. In addition to reasons that require an opportunity for an informal hearing given in 24 CFR §982.555(a)(1)(i)-(vi),<sup>7</sup> an opportunity for an informal hearing must be given to residents for any dispute that a resident may have with respect to a PHA (as owner) action in accordance with the individual's lease or the contract administrator in accordance with RAD PBV requirements that adversely affect the resident's rights, obligations, welfare, or status.
  1. For any hearing required under 24 CFR § 982.555(a)(1)(i)-(vi), the contract administrator will perform the hearing, as is the current standard in the program.
  2. For any additional hearings required under RAD, the PHA (as owner) will perform the hearing.
- ii. An informal hearing will not be required for class grievances or to disputes between residents not involving the PHA (as owner) or contract administrator. This hearing requirement shall not apply to and is not intended as a forum for initiating or negotiating policy changes between a group or groups of residents and the PHA (as owner) or contract administrator.

<sup>7</sup> § 982.555(a)(1)(iv) is not relevant to RAD as the tenant-based certificate has been repealed.

- iii. The PHA (as owner) give residents notice of their ability to request an informal hearing as outlined in 24 CFR § 982.555(c)(1) for informal hearings that will address circumstances that fall outside of the scope of 24 CFR § 982.555(a)(1)(i)-(vi).
- iv. The PHA (as owner) provide opportunity for an informal hearing before an eviction.

Current PBV program rules require that hearing procedures must be outlined in the PHA’s Section 8 Administrative Plan.

- 8. Earned Income Disregard (EID).** Tenants who are employed and are currently receiving the EID exclusion at the time of conversion will continue to receive the EID after conversion, in accordance with regulations at 24 CFR § 5.617. Upon the expiration of the EID for such families, the rent adjustment shall not be subject to rent phase-in, as described in Section 1.6.C.4; instead, the rent will automatically rise to the appropriate rent level based upon tenant income at that time.

Under the Housing Choice Voucher program, the EID exclusion is limited to only persons with disabilities (24 CFR § 5.617(b)). In order to allow all tenants (including non-disabled persons) who are employed and currently receiving the EID at the time of conversion to continue to benefit from this exclusion in the PBV project, the provision in section 5.617(b) limiting EID to only disabled persons is waived. The waiver and resulting alternative requirement only apply to tenants receiving the EID at the time of conversion. No other tenant (e.g., tenants who at one time received the EID but are not receiving the EID exclusion at the time of conversion (e.g., due to loss of employment); tenants that move into the property following conversion, etc.) is covered by this waiver.

- 9. Capital Fund Education and Training Community Facilities (CFCF) Program.** CFCF provides capital funding to PHAs for the construction, rehabilitation, or purchase of facilities to provide early childhood education, adult education, and job training programs for public housing residents based on an identified need. Where a community facility has been developed under CFCF in connection to or serving the residents of an existing public housing project converting its assistance under RAD, residents will continue to qualify as “PHA residents” for the purposes of CFCF program compliance. To the greatest extent possible the community facility should continue to be available to public housing residents

**D.PBV: Other Miscellaneous Provisions**

- 1. Access to Records, Including Requests for Information Related to Evaluation of Demonstration.** PHAs must agree to any reasonable HUD request for data to support program evaluation, including but not limited to project financial statements, operating data, Choice-Mobility utilization, and rehabilitation work. Please see Appendix IV for reporting units in Form HUD-50058.
- 2. Additional Monitoring Requirement.** The PHA’s Board must approve the operating budget for the covered project annually in accordance with HUD requirements.<sup>8</sup>
- 3. Davis-Bacon Act and Section 3 of the Housing and Urban Development Act of 1968 (Section 3).** Under existing PBV program rules, projects that qualify as “existing housing” under 24 CFR § 983.52(a) are not subject to Davis-Bacon (prevailing wages, the Contract Work Hours and Safety Standards Act, and other related regulations, rules, and requirements) or Section 3 (24 CFR Part 135). However, the Davis-Bacon Act

<sup>8</sup> For PBV conversions that are not FHA-insured, a future HUD notice will describe project financial data that may be required to be submitted by a PBV owner for purposes of the evaluation, given that PBV projects do not submit annual financial statements to HUD/REAC.

and Section 3 shall apply to all initial repairs that are identified in the Financing Plan to the extent that such repairs qualify as construction or rehabilitation, regardless of whether the project qualifies as “existing housing.” Developmental requirements under 24 CFR §983.154 and fair housing provisions under 24 CFR § 983.152(c)(vi) continue to apply.<sup>9</sup>

- 4. Establishment of Waiting List.** In establishing the waiting list for the converted project, the PHA shall utilize the project-specific waiting list that existed at the time of conversion, unless the assistance is being transferred to another neighborhood. If a project-specific waiting list does exist, but the PHA is transferring the assistance to another neighborhood, the PHA must notify applicants on the wait-list of the transfer of assistance, and on how they can apply for residency at the new project site or other sites. Applicants on a project-specific waiting list for a project where the assistance is being transferred shall have priority on the newly formed waiting list for the new project site in accordance with the date and time of their application to the original project's waiting list. In addition, the waiting list must be established and maintained in accordance with PBV program requirements.

If a project-specific waiting list for the project does not exist, the PHA shall establish a waiting list in accordance 24 CFR § 903.7(b)(2)(ii)-(iv) to ensure that applicants on the PHA’s public housing community-wide waiting list have been offered placement on the converted project’s initial waiting list. For establishing the initial waiting list, PHAs have the discretion to determine the most appropriate means of informing applicants on the public housing waiting list given the number of applicants, PHA resources, and community characteristics of the proposed conversion under RAD. Such activities should be pursuant to the PHA’s policies for waiting list management, including the obligation to affirmatively further fair housing.

A PHA may consider contacting every applicant on the public housing waiting list via direct mailing; advertising the availability of housing to the population that is less likely to apply, both minority and non-minority groups, through various forms of media (e.g., radio stations, posters, newspapers) within the marketing area, informing local non-profit entities and advocacy groups (e.g., disability rights groups); and conducting other outreach as appropriate. Applicants on the agency’s centralized public housing waiting list who wish to be placed on the newly-established waiting list are done so in accordance with the date and time of their original application to the centralized public housing waiting list. Any activities to contact applicants on the public housing waiting list must be conducted in accordance with the requirements for effective communication with persons with disabilities at 24 CFR § 8.6 and the obligation to provide meaningful access for persons with limited English proficiency (LEP).<sup>10</sup>

To implement this provision, HUD is waiving 24 CFR § 983.251(c)(2). However, after the initial waiting list has been established, the PHA shall administer its waiting list for the converted project in accordance with 24 CFR § 983.251(c).

- 5. Mandatory Insurance Coverage.** The project shall maintain at all times commercially available property, and liability insurance to protect the project from financial loss and, to the extent insurance proceeds permit, promptly restore, reconstruct, and/or repair any damaged or destroyed the property of a project, except with the written approval of HUD to the contrary.

<sup>9</sup> Applicable to projects with nine or more units.

<sup>10</sup> For more information on serving persons with LEP, please see HUD’s Final guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons (72 FR 2732), published on January 22, 2007.

- 6. Agreement Waiver.** For public housing conversions to PBV, there will be no Agreement to Enter into a Housing Assistance Payments (AHAP) contract. Therefore, all regulatory references to the Agreement (AHAP), including regulations under 24 CFR Part 983 Subpart D are waived.
- 7. Future Refinancing.** Owners must receive HUD approval for any refinancing or restructuring of permanent debt within the HAP contract term to ensure the financing is consistent with long-term preservation. (Current lenders and investors are also likely to require review and approval of refinancing of the primary permanent debt.)
- 8. Administrative Fees for Public Housing Conversions.** For the initial Calendar Year in which a project's assistance has been converted, RAD PBV projects will be funded with public housing money. Since the public housing funding will not have been transferred to the TBRA account and since this funding is not section 8 assistance the annual contributions contract (ACC) between the PHA and HUD will cover the project units, but be for zero dollars. For this transition period, the ACC will primarily serve as the basis for covering the units and requiring PHA compliance with HUD requirements, but it will not be (as it is in the regular PBV program) the funding vehicle for the PBV RAD vouchers. Given this, and given the fact that PHAs will be receiving full public housing funding for the PBV units during this transition period, PHAs will not receive ongoing section 8 administrative fee funding during this time.

Generally, PHAs receive ongoing administrative fees for units under a HAP contract, consistent with recent appropriation act references to "section 8(q) of the [United States Housing Act of 1937] and related appropriations act provisions in effect immediately before the Quality Housing and Responsibility Act of 1998" and 24 CFR 982.152(b). During the transition period mentioned in the preceding paragraph, these provisions are waived, and PHAs will not receive section 8 ongoing administrative fees for PBV RAD units.

After this transition period, the ACC will be amended to include section 8 funding that corresponds to the units covered by the ACC. At that time, the regular section 8 administrative fee funding provisions will apply.

ATTACHMENT 20-3  
SPECIFIC INFORMATION RELATED TO THE  
PUBLIC HOUSING DEVELOPMENTS  
SELECTED FOR RAD

RHA has retained the services of a Grant Writer Consultant to review properties in its portfolio to make recommendations on the most advantageous method of utilizing its properties to continue RHA's mission. One of the potential outcomes may be the conversion of some properties to the RAD program. RHA may also self- identify properties for the program.

Currently, RHA has submitted letters of intent to HUD identifying potential public housing properties in its portfolio that may be applicable for a RAD conversion. RHA continues to examine its public housing units and development portfolio to determine if other developments would benefit from a RAD conversion. RHA submitted a letter of interest to HUD for the following properties to be placed on the RAD waiting list:

Federal Street Townhouses	Fairfield Village	Holland Townhouses
Parliament Arms	Bay/Zimmer Townhouses	Waring Rd./Veteran St
Kennedy Tower	Lake Tower	Lexington Court
Jonathan Childs	Glenwood Gardens	Atlantic Townhouses
Capsule Dwellings	Bronson Court	Seneca Manor TH's
Parkside Apartments	University Tower	

RHA has retained the services of a Grant Writer consultant to review properties in its portfolio to make recommendations on the most advantageous method of utilizing its properties to continue RHA's mission and align with the neighborhood revitalization planning activities that RHA and the City of Rochester have been working on. The results of the property assessment may identify additional public housing properties that RHA could submit a letter of interest for RAD conversion to HUD.

# Attachment 21: Certifications / Annual Capital Fund Financing Program

<p><b>Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan or State Consolidated Plan (All PHAs)</b></p>	<p>U. S Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 2/29/2016</p>
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## Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan or State Consolidated Plan

I, Lovely A. Warren, the Mayor of the City of Rochester, NY  
Official's Name Official's Title

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the  
Rochester Housing Authority  
PHA Name

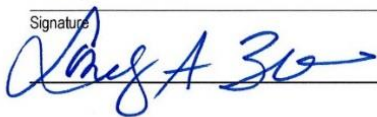
is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of Impediments (AI) to Fair Housing Choice of the  
City of Rochester, New York  
Local Jurisdiction Name

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State Consolidated Plan and the AI.

The Plan is consistent with the following Consolidated Plan goals: Provide decent housing by preserving affordable housing stock, increase availability of affordable housing, transition homeless families into housing empowerment of low/moderate income persons to achieve self-sufficiency. Provide suitable living environments, integration of low/moderate income residents throughout the City, increased hsg opportunity.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

<p>Name of Authorized Official Lovely A. Warren</p>	<p>Title Mayor of Rochester, New York</p>
<p>Signature </p>	<p>Date 6/22/17</p>

**2017 Capital Fund**

**Capital Fund Program  
(CFP) Amendment  
To The Consolidated Annual Contributions  
Contract (form HUD-53012)**

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

**Whereas**, (Public Housing Authority) Rochester Housing Authority NY041 (herein called the "PHA") and the United States of America, Secretary of Housing and Urban Development (herein called "HUD") entered into Consolidated Annual Contributions Contract(s) ACC(s) Numbers(s) NY-455 dated 12/7/2005

**Whereas**, HUD has agreed to provide CFP assistance, upon execution of this Amendment, to the PHA in the amount to be specified below for the purpose of assisting the PHA in carrying out development, capital and management activities at existing public housing projects in order to ensure that such projects continue to be available to serve low-income families. HUD reserves the right to provide additional CFP assistance in this FY to the PHA. HUD will provide a revised ACC Amendment authorizing such additional amounts.

**\$** \$3,569,477.00 for Fiscal Year 2017 to be referred to under Capital Fund Grant Number NY06P04150117  
PHA Tax Identification Number (TIN): On File DUNS Number: On File

**Whereas**, HUD and the PHA are entering into the CFP Amendment Number 21

Now Therefore, the ACC(s) is (are) amended as follows:

1. The ACC(s) is (are) amended to provide CFP assistance in the amount specified above for development, capital and management activities of PHA projects. This CFP Amendment is a part of the ACC(s).
2. The PHA must carry out all development, capital and management activities in accordance with the United States Housing Act of 1937 (the Act), 24 CFR Part 905 (the Capital Fund Final rule) published at 78 Fed. Reg. 63748 (October 24, 2013), as well as other applicable HUD requirements, except that the limitation in section 9(g)(1) of the Act is increased such that of the amount of CFP assistance provided for under this CFP amendment only, the PHA may use no more than 25 percent for activities that are eligible under section 9(e) of the Act only if the PHA's HUD-approved Five Year Action Plan provides for such use; however, if the PHA owns or operates less than 250 public housing dwelling units, such PHA may continue to use the full flexibility in section 9(g)(2) of the Act.
3. The PHA has a HUD-approved Capital Fund Five Year Action Plan and has complied with the requirements for reporting on open grants through the Performance and Evaluation Report. The PHA must comply with 24 CFR 905.300 of the Capital Fund Final rule regarding amendment of the Five Year Action Plan where the PHA proposes a Significant Amendment to the Capital Fund Five Year Action Plan.
4. For cases where HUD has approved a Capital Fund Financing Amendment to the ACC, HUD will deduct the payment for amortization scheduled payments from the grant immediately on the effective date of this CFP Amendment. The payment of CFP funds due per the amortization scheduled will be made directly to a designated trustee within 3 days of the due date.
5. Unless otherwise provided, the 24 month time period in which the PHA must obligate this CFP assistance pursuant to section 9(i)(1) of the Act and 48 month time period in which the PHA must expend this CFP assistance pursuant to section 9(i)(5) of the Act starts with the effective date of this CFP amendment (the date on which CFP assistance becomes available to the PHA for obligation). Any additional CFP assistance this FY will start with the same effective date.
6. Subject to the provisions of the ACC(s) and paragraph 3, and to assist in development, capital and management activities, HUD agrees to disburse to the PHA or the designated trustee from time to time as needed up to the amount of the funding assistance specified herein.
7. The PHA shall continue to operate each public housing project as low-income housing in compliance with the ACC(s), as amended, the Act and all HUD regulations for a period of twenty years after the last disbursement of CFP assistance for modernization activities for each public housing project or portion thereof and for a period of forty years after the last distribution of CFP

assistance for development activities for each public housing project and for a period of ten years following the last payment of assistance from the Operating Fund to each public housing project. However, the provisions of Section 7 of the ACC shall remain in effect for so long as HUD determines there is any outstanding indebtedness of the PHA to HUD which arose in connection with any public housing project(s) under the ACC(s) and which is not eligible for forgiveness, and provided further that, no disposition of any project covered by this amendment shall occur unless approved by HUD.

8. The PHA will accept all CFP assistance provided for this FY. If the PHA does not comply with any of its obligations under this CFP Amendment and does not have its Annual PHA Plan approved within the period specified by HUD, HUD shall impose such penalties or take such remedial action as provided by law. HUD may direct the PHA to terminate all work described in the Capital Fund Annual Statement of the Annual PHA Plan. In such case, the PHA shall only incur additional costs with HUD approval.

9. Implementation or use of funding assistance provided under this CFP Amendment is subject to the attached corrective action order(s).  
(mark one):  Yes  No

10. The PHA is required to report in the format and frequency established by HUD on all open Capital Fund grants awarded, including information on the installation of energy conservation measures.

11. If CFP assistance is provided for activities authorized pursuant to agreements between HUD and the PHA under the Rental Assistance Demonstration Program, the PHA shall follow such applicable statutory authorities and all applicable HUD regulations and requirements. For total conversion of public housing projects, the provisions of Section 7 of the ACC shall remain in effect for so long as HUD determines there is any outstanding indebtedness of the PHA to HUD which arose in connection with any public housing project(s) under the ACC(s) and which is not eligible for forgiveness, and provided further that, no disposition or conversion of any public housing project covered by these terms and conditions shall occur unless approved by HUD. For partial conversion, the PHA shall continue to operate each non-converted public housing project as low-income housing in accordance with paragraph 7.

12. CFP assistance provided as an Emergency grant or a Safety and Security grant shall be subject to a 12 month obligation and 24 month expenditure time period. CFP assistance provided as a Natural Disaster grant shall be subject to a 24 month obligation and 48 month expenditure time period. The start date shall be the date on which such funding becomes available to the PHA for obligation. The PHA must record the Declaration(s) of Trust within 60 days of the effective date or HUD will recapture the funds.

The parties have executed this CFP Amendment, and it will be effective on 8/16/2017. This is the date on which CFP assistance becomes available to the PHA for obligation.

U.S. Department of Housing and Urban Development By <u>Lisa M. Pugliese</u> Date: <u>AUG 16 2017</u> Title <u>Director, Public Housing Division</u>	PHA (Executive Director or authorized agent) By <u>[Signature]</u> Date: <u>7/21/17</u> Title _____
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Previous versions obsolete

form HUD-52840-A OMB Approval No. 2577-0157 (exp. 03/31/2020)

Part I: Summary					
PHA Name: Rochester Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P04150117 Replacement Housing Factor Grant No: Date of CFFP: _____		FFY of Grant: 2017 FFY of Grant Approval:	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds	0	0	0.00	0.00
2	1406 Operations (may not exceed 20% of line 21)	300,000	0	0.00	0.00
3	1408 Management Improvements	100,000	0	0.00	0.00
4	1410 Administration (may not exceed 10% of line 21)	330,000	0	0.00	0.00
5	1411 Audit	5,000	0	0.00	0.00
6	1415 Liquidated Damages	0	0	0.00	0.00
7	1430 Fees and Costs	27,000	0	0.00	0.00
8	1440 Site Acquisition	100,000	0	0.00	0.00
9	1450 Site Improvement	502,738	0	0.00	0.00
10	1460 Dwelling Structures	1,412,000	0	0.00	0.00
11	1465 Dwelling Equipment—Nonexpendable	0	0	0.00	0.00
12	1470 Nondwelling Structures	257,000	0	0.00	0.00
13	1475 Nondwelling Equipment	310,739	0	0.00	0.00
14	1485 Demolition	0	0	0.00	0.00
15	1492 Moving to Work Demonstration	0	0	0.00	0.00
16	1495.1 Relocation Costs	0	0	0.00	0.00
17	1499 Development Activities	225,000	0	0.00	0.00
18a	1501 Collateralization of Debt Service	0	0	0.00	0.00
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0	0	0.00	0.00
19	1502 Contingency (may not exceed 8% of line 20)	0	0	0.00	0.00
20	Amount of Annual Grant: (sum of lines 2-20)	3,569,477	0	0.00	0.00
21	Amount of line 21 Related to LBP Activities	0	0	0.00	0.00
22	Amount of line 21 Related to Section 504 compliance	0	0	0.00	0.00
23	Amount of line 21 Related to Security --Soft Costs	0	0	0.00	0.00
24	Amount of Line 21 related to Security-- Hard Costs	0	0	0.00	0.00
25	Amount of line 21 Related to Energy Conservation Measures	0	0	0.00	0.00

To be completed for the Performance and Evaluation Report  
 To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 PHAs with under 250 units in management may use 100% of CFP Grants for operations  
 RHF funds shall be included here



<b>Part I: Summary</b>						
PHA Name: Rochester Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P04150117 Replacement Housing Factor Grant No: Date of CFFP: _____			FFY of Grant: 2017 FFY of Grant Approval:	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
Signature of Executive Director			Date			
Signature of Public Housing Director			Date			

<b>Part II: Supporting Pages</b>								
<b>PHA Name:</b> ROCHESTER HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program Grant No: NY06P04150117 Replacement Housing Factor Grant No:				<b>Federal FFY of Grant: 2017</b>		
<b>Development Number/PHA-Wide Activities</b>	<b>General Description of Major Work Categories</b>	<b>Development Account No.</b>	<b>Quantity</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>		<b>Status of Work</b>
				<b>Original</b>	<b>Revised</b>	<b>Funds Obligated</b>	<b>Funds Expended</b>	
AMP 111								
	Glenwood Gdns	Architectural/Engineering Fees (00017)	1430	1,000	0	0.00	0.00	
		Site work - sidewalks	1450	15,000	0	0.00	0.00	
		Unit Renovation - windows	1460	50,000	0	0.00	0.00	
		Bldg Exterior Renovation-seal brick	1460	10,000	0	0.00	0.00	
		Systems Upgrades - boiler upgrades	1475	75,000	0	0.00	0.00	
		Weatherization	1475	1,000	0	0.00	0.00	
				0	0			
		<b>Total AMP 111</b>		<b>152,000</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	
AMP 112								
	Lexington Ct	Architectural/Engineering Fees (00017)	1430	1,000	0	0.00	0.00	
		Site work	1450	139,738	0	0.00	0.00	
		Unit Renovation	1460	1,000	0	0.00	0.00	
		Bldg Exterior Renovation - repair/seal brick	1460	10,000	0	0.00	0.00	
		Common Area Renovation - entry/hallways	1470	1,000	0	0.00	0.00	
		Systems Upgrades - boilers/hwt	1475	50,000	0	0.00	0.00	
		Development	1499	5,000	0			
		<b>Total AMP 112</b>		<b>207,738</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	

Part II: Supporting Pages								
PHA Name: ROCHESTER HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: NY06P04150117 Replacement Housing Factor Grant No:			Federal FFY of Grant: 2017			
Development Numb Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AMP 113								
Lake Tower	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work	1450		5,000	0	0.00	0.00	
	Unit Renovations	1460		10,000	0	0.00	0.00	
	Bldg Exterior Renovation	1460		50,000	0	0.00	0.00	
	Common Area Renovation	1470		5,000	0	0.00	0.00	
	Systems Upgrades	1470		10,000	0	0.00	0.00	
Total AMP 113				81,000	0	0.00	0.00	
AMP 161								
Scattered Sites	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work	1450		1,000	0	0.00	0.00	
	Unit Renovations - windows	1460		50,000	0	0.00	0.00	
	Bldg Ext Renov - roofs/gutters, porches, siding	1460		25,000	0	0.00	0.00	
	Weatherization	1460		1,000	0	0.00	0.00	
	Systems Upgrades	1470		2,000	0	0.00	0.00	
Total AMP 161				80,000	0	0.00	0.00	

Part II: Supporting Pages									
PHA Name: ROCHESTER HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: NY06P04150117 Replacement Housing Factor Grant No:			Federal FFY of Grant: 2017				
Development Number/ Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
AMP 222									
Danforth East	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00		
	Site work - lighting	1450		1,000	0	0.00	0.00		
	Unit Renovations	1460		1,000	0	0.00	0.00		
	Bldg Exterior Renovation - repair/seal masonry	1460		50,000	0	0.00	0.00		
				10,000	0	0.00	0.00		
	Common Area Renovation - community room	1470							
	Systems Upgrades - plumbing	1470		10,000	0	0.00	0.00		
Danforth West	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00		
	Site work - lighting	1450		10,000	0	0.00	0.00		
	Unit Renovations - entry doors	1460		1,000	0	0.00	0.00		
	Bldg Exterior Renovation - repair/seal masonry	1460		50,000	0	0.00	0.00		
				10,000	0	0.00	0.00		
	Common Area Renovations - restrooms	1470							
	Systems Upgrades - plumbing /electrical	1470		25,000	0	0.00	0.00		
Jon Child	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00		
	Site work	1450		10,000	0	0.00	0.00		
	Unit Renovation	1460		10,000	0	0.00	0.00		
	Bldg Exterior Renovation-roof	1460		1,000	0	0.00	0.00		
	Weatherization	1460		1,000	0	0.00	0.00		
	Systems Upgrades	1470		30,000	0	0.00	0.00		
Total AMP 222						223,000	0	0.00	0.00
AMP 224									
Atlantic TH	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00		
	Site work - paving/sidewalks	1450		10,000	0	0.00	0.00		

Part II: Supporting Pages								
PHA Name: ROCHESTER HOUSING AUTHORITY			Grant Type and Number Capital Fund Program Grant No: NY06P04150117 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2017	
Development Number/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Unit Renovation - windows	1460		1,000	0	0.00	0.00	
	Bldg Exterior Renovation	1460		1,000	0	0.00	0.00	
	Systems Upgrades	1470		1,000	0	0.00	0.00	
University Twr	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work - upgrade maint bldg	1450		1,000	0	0.00	0.00	
	Unit Renovation	1460		20,000	0	0.00	0.00	
	Bldg Exterior Renovation - roof	1460		150,000	0	0.00	0.00	
	Common Area Renovation - hall flooring	1470		1,000	0	0.00	0.00	
	Systems Upgrades- Mechanical Community room	1475		5,000	0	0.00	0.00	
		Total AMP 224		192,000	0	0.00	0.00	
AMP 261								
Scattered Sites	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work	1450		1,000	0	0.00	0.00	
	Unit Renovations	1460		50,000	0	0.00	0.00	
	Bldg Ext Renov - roofs/gutters, porches, siding	1460		25,000	0	0.00	0.00	
	Weatherization	1460		2,000	0	0.00	0.00	
	Systems Upgrades	1470		1,000	0	0.00	0.00	
		Total AMP 261		80,000	0	0.00	0.00	
Kennedy Twr	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work - fencing, maint garage	1450		10,000	0	0.00	0.00	
	Unit Renovation - walls	1460		25,000	0	0.00	0.00	
	Bldg exterior Renovation - replace roof/sealing	1460		200,000	0	0.00	0.00	

<b>Part II: Supporting Pages</b>								
<b>PHA Name:</b> ROCHESTER HOUSING AUTHORITY			<b>Grant Type and Number</b> Capital Fund Program Grant No: NY06P04150117 Replacement Housing Factor Grant No:				<b>Federal FFY of Grant: 2017</b>	
Development Numb Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Common Area Renovation - community room	1470		10,000	0	0.00	0.00	
	Systems Upgrade - fire system/elevator	1475		119,739	0	0.00	0.00	
	Total AMP 333			365,739	0	0.00	0.00	

Part II: Supporting Pages								
PHA Name: ROCHESTER HOUSING AUTHORITY			Grant Type and Number Capital Fund Program Grant No: NY06P04150117 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2017	
Development Numb Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AMP 334								
Bronson Ct	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work - fencing	1450		10,000	0	0.00	0.00	
	Unit Renovation	1460		10,000	0	0.00	0.00	
	Bldg Exterior Renovation	1460		1,000	0	0.00	0.00	
	Systems Upgrades, sewer lines	1470		10,000	0	0.00	0.00	
Capsule Dwellin								
	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work	1450		1,000	0	0.00	0.00	
	Unit Renovation	1460		1,000	0	0.00	0.00	
	Bldg Exterior Renovation - siding	1460		10,000	0	0.00	0.00	
	Systems Upgrades-mech	1470		5,000	0	0.00	0.00	
Fairfield Village								
	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work-retaining walls	1450		5,000	0	0.00	0.00	
	Unit Renovation	1460		10,000	0	0.00	0.00	
	Bldg Exterior Renovation - siding/brickwork/awnings/	1460		10,000	0	0.00	0.00	
	Systems Upgrades-boilers	1475		50,000	0	0.00	0.00	
Total AMP 334				126,000	0	0.00	0.00	
AMP 361								
Scattered Sites	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work - storm drains - Bond Hamilton	1450		10,000	0	0.00	0.00	
	Unit Renovations - windows - Edinburgh	1460		50,000	0	0.00	0.00	
	Bldg Ext Renov - roofs/gutters, porches, siding	1460		25,000	0	0.00	0.00	
	Weatherization	1460		1,000	0	0.00	0.00	

<b>Part II: Supporting Pages</b>								
<b>PHA Name:</b> ROCHESTER HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program Grant No: NY06P04150117 Replacement Housing Factor Grant No:			<b>Federal FFY of Grant:</b> 2017			
Development Number/ Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Systems Upgrades	1470		2,000	0	0.00	0.00	
	Total AMP 361			89,000	0	0.00	0.00	



<b>Part II: Supporting Pages</b>								
<b>PHA Name:</b> ROCHESTER HOUSING AUTHORITY			<b>Grant Type and Number</b> Capital Fund Program Grant No: NY06P04150117 Replacement Housing Factor Grant No:				<b>Federal FFY of Grant: 2017</b>	
Development Numb Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>AMP 442</b>								
Hudson Ridge	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work - gazebo	1450		5,000	0	0.00	0.00	
	Unit Renovation	1460		10,000	0	0.00	0.00	
	Bldg Exterior Renovation - repair/ seal	1460		75,000	0	0.00	0.00	
	Common Area Renovation - baths/kitchen	1470		10,000	0	0.00	0.00	
	Systems Upgrades - replace hallway ventilators	1475		10,000	0	0.00	0.00	
<b>Parliament Arm</b>								
	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work - fencing/lighting	1450		5,000	0	0.00	0.00	
	Unit Renovation	1460		25,000	0	0.00	0.00	
	Bldg Exterior Renovation - siding	1460		25,000	0	0.00	0.00	
	Common Area Renovation - doors	1470		50,000	0	0.00	0.00	
	Systems Upgrades	1470		5,000	0	0.00	0.00	
	New Development	1499		10,000	0	0.00	0.00	
<b>Seneca Manor</b>								
	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work	1450		5,000	0	0.00	0.00	
	Unit Renovation	1460		25,000	0	0.00	0.00	
	Bldg Exterior Renovation - siding	1460		10,000	0	0.00	0.00	
	Systems Upgrades	1470		10,000	0	0.00	0.00	
<b>Total AMP 442</b>				<b>283,000</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	



Part II: Supporting Pages									
PHA Name: ROCHESTER HOUSING AUTHORITY			Grant Type and Number Capital Fund Program Grant No: NY06P04150117 Replacement Housing Factor Grant No:			Federal FFY of Grant: 2017			
Development Numb Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
AMP 554									
Harriett Tubman	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00		
	Site work - lighting	1450		50,000	0	0.00	0.00		
	Unit Renovation	1460		25,000	0	0.00	0.00		
	Bldg Exterior Renovation - seal brick	1460		20,000	0	0.00	0.00		
	Weatherization	1460		1,000	0	0.00	0.00		
	Systems Upgrades - plumbing	1470		10,000	0	0.00	0.00		
	Development	1499		150,000	0	0.00	0.00		
Holland TH									
	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00		
	Site work - paving /sidewalks	1450		10,000	0	0.00	0.00		
	Unit Renovation - windows	1460		15,000	0	0.00	0.00		
	Bldg Exterior Renovation - siding	1460		25,000	0	0.00	0.00		
	Systems Upgrades	1470		10,000	0	0.00	0.00		
Lena Gantt									
	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00		
	Site work - lighting	1450		85,000	0	0.00	0.00		
	Unit Renovation - windows	1460		15,000	0	0.00	0.00		
	Bldg Exterior Renovation - siding	1460		50,000	0	0.00	0.00		
	Weatherization	1460		1,000	0	0.00	0.00		
	Systems Upgrades	1470		20,000	0	0.00	0.00		
Total AMP 554						490,000	0	0.00	0.00



<b>Part II: Supporting Pages</b>								
<b>PHA Name:</b> ROCHESTER HOUSING AUTHORITY			<b>Grant Type and Number</b> Capital Fund Program Grant No: NY06P04150117 Replacement Housing Factor Grant No:				<b>Federal FFY of Grant: 2017</b>	
Development Numb Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
41-ZZ	CFP to Operations (00PER)	1406		300,000	0	0.00	0.00	
Authority Wide	Security for High Rises and Family							
	Projects (01002)	1408		100,000	0	0.00	0.00	
	Site Acquisition	1440		100,000	0	0.00	0.00	
	General Administrative Costs (01027)	1410		330,000	0	0.00	0.00	
	Program Audit (01617)	1411		5,000	0	0.00	0.00	
	Environmental Review (00017)	1430		1,000	0	0.00	0.00	
	Development	1499		50,000	0	0.00	0.00	
				886,000	0	0.00	0.00	
			Total	3,569,477	0	0.00	0.00	

Part III: Implementation Schedule for Capital Fund Financing Program						
PHA Name: Rochester Housing Authority					Federal FFY of Grant: 2017	
Development Number Name/PHA-Wide Activities		All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates
		Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
HA-Wide	Operations					
"	Mgmt Improvements					
"	Admin					
"	Program Audit					
"	Fees & Costs					
111	Glenwood/Jones					
112	Lexington Ct					
113	Lake Tower					
161	Scattered Sites - Zone 1					
222	DTE&W/Glide/Jon Child					
224	Atlantic/University Tower					
261	Scattered Sites - Zone 2					
333	Elmdorf/Kennedy					
334	Bronson/Capsule/Luther					
337	Blackwell					
361	Scattered Sites - Zone 3					
442	Hudson-Ridge/Parliament/Seneca Manor					
461	Scattered Sites - Zone 4					
551	Bay-Zimmer					
561	Scattered Sites - Zone 4					
562	Federal/Parkside					

Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Part I: Summary					
PHA Name: Rochester Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P04150118 Replacement Housing Factor Grant No: Date of CFFP: _____		FFY of Grant: 2018 FFY of Grant Approval:	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFF Funds	0	0	0.00	0.00
2	1406 Operations (may not exceed 20% of line 21)	300,000	0	0.00	0.00
3	1408 Management Improvements	1,000	0	0.00	0.00
4	1410 Administration (may not exceed 10% of line 21)	330,000	0	0.00	0.00
5	1411 Audit	5,000	0	0.00	0.00
6	1415 Liquidated Damages	0	0	0.00	0.00
7	1430 Fees and Costs	27,000	0	0.00	0.00
8	1440 Site Acquisition	75,000	0	0.00	0.00
9	1450 Site Improvement	366,000	0	0.00	0.00
10	1460 Dwelling Structures	1,514,000	0	0.00	0.00
11	1465 Dwelling Equipment—Nonexpendable	0	0	0.00	0.00
12	1470 Nondwelling Structures	641,000	0	0.00	0.00
13	1475 Nondwelling Equipment	15,000	0	0.00	0.00
14	1485 Demolition	0	0	0.00	0.00
15	1492 Moving to Work Demonstration	0	0	0.00	0.00
16	1495.1 Relocation Costs	0	0	0.00	0.00
17	1499 Development Activities	125,000	0	0.00	0.00
18a	1501 Collateralization of Debt Service	0	0	0.00	0.00
18b	9000 Collateralization of Debt Service paid Via System of Direct Payment	0	0	0.00	0.00
19	1502 Contingency (may not exceed 8% of line 20)	0	0	0.00	0.00
20	Amount of Annual Grant: (sum of lines 2-20)	3,399,000	0	0.00	0.00
21	Amount of line 21 Related to LBP Activities	0	0	0.00	0.00
22	Amount of line 21 Related to Section 504 compliance	0	0	0.00	0.00
23	Amount of line 21 Related to Security—Soft Costs	0	0	0.00	0.00
24	Amount of Line 21 related to Security—Hard Costs	0	0	0.00	0.00
25	Amount of line 21 Related to Energy Conservation Measures	0	0	0.00	0.00

To be completed for the Performance and Evaluation Report  
 To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 PHAs with under 250 units in management may use 100% of CFFP Grants for operations  
 RHF funds shall be included here

<b>Part I: Summary</b>					
PHA Name: Rochester Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P04150118 Replacement Housing Factor Grant No: Date of CFFP: _____		FFY of Grant: 2018 FFY of Grant Approval:	
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
Signature of Executive Director			Signature of Public Housing Director		
Date			Date		



Part II: Supporting Pages								
PHA Name: ROCHESTER HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: NY08P04150118 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2018		
Development Number/ Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AMP 111								
Glenwood Gdns	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work - drainage	1450		100,000	0	0.00	0.00	
	Unit Renovation	1460		10,000	0	0.00	0.00	
	Bldg Exterior Renovation - siding	1460		1,000	0	0.00	0.00	
	Systems Upgrades	1470		1,000	0	0.00	0.00	
				0	0			
	Total AMP 111			113,000	0	0.00	0.00	
AMP 112								
Lexington Ct	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work - drainage	1450		1,000	0	0.00	0.00	
	Unit Renovation	1460		250,000	0	0.00	0.00	
	Bldg Exterior Renovation	1460		10,000	0	0.00	0.00	
	Common Area Renovation	1470		1,000	0	0.00	0.00	
	Systems Upgrades	1470		1,000	0	0.00	0.00	
	Development	1499		5,000	0			
	Total AMP 112			269,000	0	0.00	0.00	



Part II: Supporting Pages								
PHA Name: ROCHESTER HOUSING AUTHORITY			Grant Type and Number Capital Fund Program Grant No: NY08P04150118 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2018	
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AMP 222								
Danforth East	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work	1450		1,000	0	0.00	0.00	
	Unit Renovations - convert gas stoves to electric	1460		25,000	0	0.00	0.00	
	Bldg Exterior Renovation - repair/seal masonry	1460		1,000	0	0.00	0.00	
	Common Area Renovations - offices	1470		10,000	0	0.00	0.00	
	Systems Upgrades - fire system	1475		10,000	0	0.00	0.00	
Danforth West	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work	1450		30,000	0	0.00	0.00	
	Unit Renovations - convert gas stoves to electric	1460		25,000	0	0.00	0.00	
	Bldg Exterior Renovation - repair/seal masonry	1460		1,000	0	0.00	0.00	
	Common Area Renovation	1470		10,000	0	0.00	0.00	
	Systems Upgrades plumbing/electrical	1470		80,000	0	0.00	0.00	
Jon Child	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work	1450		1,000	0	0.00	0.00	
	Unit Renovation-windows	1460		1,000	0	0.00	0.00	
	Bldg Exterior Renovation - repair/seal brick	1460		5,000	0	0.00	0.00	
	Common Area Renovation	1460		1,000	0	0.00	0.00	
	Systems Upgrades	1470		1,000	0	0.00	0.00	
	<b>Total AMP 222</b>			<b>205,000</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	



Part II: Supporting Pages								
PHA Name: ROCHESTER HOUSING AUTHORITY			Grant Type and Number Capital Fund Program Grant No: NY06P04150118 Replacement Housing Factor Grant No:			Federal FFY of Grant: 2018		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AMP 333								
	Kennedy Twr	Architectural/Engineering Fees (00017)	1430	1,000	0	0.00	0.00	
		Site work	1450	1,000	0	0.00	0.00	
		Unit renovation - entry doors	1460	130,000	0	0.00	0.00	
		Bldg Exterior Renovation	1460	50,000	0	0.00	0.00	
		Common Area Renovation - PA system	1470	20,000	0	0.00	0.00	
		System Upgrades - plumbing	1470	20,000	0	0.00	0.00	
		Total AMP 333		222,000	0	0.00	0.00	

Part II: Supporting Pages								
PHA Name: ROCHESTER HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: NY06P04150118 Replacement Housing Factor Grant No:			Federal FFY of Grant: 2018			
Development Number/ Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AMP 334								
Bronson Ct	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work - playground	1450		10,000	0	0.00	0.00	
	Unit Renovation	1460		50,000	0	0.00	0.00	
	Bldg Exterior Renovation - siding	1460		1,000	0	0.00	0.00	
	Systems Upgrades, mechanical	1475		5,000	0	0.00	0.00	
Capsule Dwellin	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work	1450		15,000	0	0.00	0.00	
	Unit Renovation - windows	1460		10,000	0	0.00	0.00	
	Bldg Exterior Renovation	1460		1,000	0	0.00	0.00	
	Weatherization	1460		5,000	0	0.00	0.00	
Fairfield Village	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work - fencing	1450		50,000	0	0.00	0.00	
	Unit Renovation	1460		10,000	0	0.00	0.00	
	Bldg Exterior Renovation - weatherization	1460		10,000	0	0.00	0.00	
	Systems Upgrades	1460		5,000	0	0.00	0.00	
	Development	1499		50,000	0	0.00	0.00	
	Total AMP 334			225,000	0	0.00	0.00	

Part II: Supporting Pages								
PHA Name: ROCHESTER HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: NY08P04150118 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2018		
Development Number/ Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AMP 361								
	Scattered Sites	Architectural/Engineering Fees (00017)	1430	1,000	0	0.00	0.00	
		Site work	1450	1,000	0	0.00	0.00	
		Unit Renovations - windows/interiors - Bond Hamilton	1460	50,000	0	0.00	0.00	
		Bldg Ext Renovation - roofs/gutters, porches, siding	1460	50,000	0	0.00	0.00	
		Weatherization	1460	1,000	0	0.00	0.00	
		Systems Upgrades	1470	2,000	0	0.00	0.00	
		Total AMP 361		105,000	0	0.00	0.00	

Part II: Supporting Pages								
PHA Name: ROCHESTER HOUSING AUTHORITY			Grant Type and Number Capital Fund Program Grant No: NY06P04150118 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2018	
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AMP 442								
Hudson Ridge	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work	1450		5,000	0	0.00	0.00	
	Unit Renovation	1460		20,000	0	0.00	0.00	
	Bldg Exterior Renovation	1460		10,000	0	0.00	0.00	
	Common Area Renovation - hallway floor tiles	1470		10,000	0	0.00	0.00	
	Systems Upgrades	1470		20,000	0	0.00	0.00	
Parliament Arms	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Sitework	1450		5,000	0	0.00	0.00	
	Unit Renovations - entry doors	1460		10,000	0	0.00	0.00	
	Bldg Exterior Renovation	1460		5,000	0	0.00	0.00	
	Common Area Renovation	1470		25,000	0	0.00	0.00	
	Systems Upgrades	1470		5,000	0	0.00	0.00	
	New Development	1499		10,000	0	0.00	0.00	
Seneca Manor	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work - lighting	1450		25,000	0	0.00	0.00	
	Unit Renovation	1460		1,000	0	0.00	0.00	
	Bldg Exterior Renovation - seal brick	1460		10,000	0	0.00	0.00	
	Common Area Renovation	1470		5,000	0	0.00	0.00	
Total AMP 442				169,000	0	0.00	0.00	



Part II: Supporting Pages								
PHA Name: ROCHESTER HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: NY08P04150118 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2018		
Development Number/ Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>AMP 461</b>								
Scattered Sites	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work	1450		1,000	0	0.00	0.00	
	Unit Renovations - windows/interiors	1460		50,000	0	0.00	0.00	
	Bldg Exterior Renovation - roofs/gutters, porches, sid	1460		50,000	0	0.00	0.00	
	Weatherization	1460		1,000	0	0.00	0.00	
	Systems Upgrades	1470		2,000	0	0.00	0.00	
<b>Total AMP 461</b>				<b>105,000</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	
<b>AMP 551</b>								
Bay-Zimmer	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work	1450		50,000	0	0.00	0.00	
	Unit Renovations	1460		1,000	0	0.00	0.00	
	Bldg Exterior Renovation - siding	1460		100,000	0	0.00	0.00	
	Systems Upgrades	1470		1,000	0	0.00	0.00	
<b>Total AMP 551</b>				<b>153,000</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	

Part II: Supporting Pages

PHA Name: ROCHESTER HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: NY06P04150118 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2018		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AMP 554								
Harriett Tubman	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work - drainage	1450		15,000	0	0.00	0.00	
	Unit Renovation - windows	1460		1,000	0	0.00	0.00	
	Bldg Exterior Renovation	1460		5,000	0	0.00	0.00	
	Community Center Renovation	1460		5,000	0	0.00	0.00	
	Systems Upgrades - plumbing	1470		10,000	0	0.00	0.00	
	Development	1499		10,000	0	0.00	0.00	
Holland TH	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work	1450		1,000	0	0.00	0.00	
	Unit Renovations	1460		50,000	0	0.00	0.00	
	Bldg Exterior Renovation - weatherization	1460		20,000	0	0.00	0.00	
Lena Gantt	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work	1450		5,000	0	0.00	0.00	
	Unit Renovation	1460		1,000	0	0.00	0.00	
	Bldg Exterior Renovation - roofs/gutters	1460		1,000	0	0.00	0.00	
	Weatherization	1460		10,000	0	0.00	0.00	
	Common Area Renovation	1470		10,000	0	0.00	0.00	
	Total AMP 554			147,000	0	0.00	0.00	

**Part II: Supporting Pages**

PHA Name:		Grant Type and Number				Federal FFY of Grant: 2018		
ROCHESTER HOUSING AUTHORITY		Capital Fund Program Grant No:		NY06P04150118				
		Replacement Housing Factor Grant No:						
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>AMP 561</b>								
Scattered Sites	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work	1450		1,000	0	0.00	0.00	
	Unit Renovations - windows/interiors	1460		50,000	0	0.00	0.00	
	Bldg Exterior Renovation - roofs/gutters, porches, sid	1460		50,000	0	0.00	0.00	
	Weatherization	1460		1,000	0	0.00	0.00	
	Systems Upgrades	1470		2,000	0	0.00	0.00	
	Total AMP 561			105,000	0	0.00	0.00	
<b>AMP 562</b>								
Federal St TH	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Site work	1450		5,000	0	0.00	0.00	
	Unit Renovation	1460		1,000	0	0.00	0.00	
	Bldg Exterior Renovation - repair/seal brick	1460		1,000	0	0.00	0.00	
	Systems Upgrades	1470		1,000	0	0.00	0.00	
Parkside Apts	Architectural/Engineering Fees (00017)	1430		1,000	0	0.00	0.00	
	Sitework - retaining wall	1450		1,000	0	0.00	0.00	
	Unit Renovation	1460		1,000	0	0.00	0.00	
	Bldg Exterior Renovation - masonry/sealing	1460		25,000	0	0.00	0.00	
	Systems Upgrades	1470		5,000	0	0.00	0.00	
	Total AMP 562			42,000	0	0.00	0.00	

Part II: Supporting Pages								
PHA Name: ROCHESTER HOUSING AUTHORITY			Grant Type and Number Capital Fund Program Grant No: NY06P04150118 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2018	
Development Number/ Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
41-ZZ	CFP to Operations (00PER)	1408		300,000	0	0.00	0.00	
Authority Wide	Security for High Rises and Family Projects (01002)	1408		150,000	0	0.00	0.00	
	Site Acquisition	1440		75,000	0	0.00	0.00	
	General Administrative Costs (01027)	1410		330,000	0	0.00	0.00	
	Program Audit (01817)	1411		5,000	0	0.00	0.00	
	Environmental Review (00017)	1430		1,000	0	0.00	0.00	
	Development	1499		50,000	0	0.00	0.00	
				912,000	0	0.00	0.00	
			Total	3,549,000	0	0.00	0.00	

Part III: Implementation Schedule for Capital Fund Financing Program						
PHA Name: Rochester Housing Authority					Federal FFY of Grant: 2018	
Development Number Name/PHA-Wide Activities		All Funds Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates
		Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
HA-Wide	Operations					
-	Mgmt Improvements					
-	Admin					
-	Program Audit					
-	Fees & Costs					
111	Glenwood/Jones					
112	Lexington Ct					
113	Lake Tower					
181	Scattered Sites - Zone 1					
222	DTE&W/Jon Child					
224	Atlantic/University Tower					
261	Scattered Sites - Zone 2					
333	Kennedy					
334	Bronson/Capsule/Luther					
361	Scattered Sites - Zone 3					
442	Hudson-Ridge/Parliament/Seneca Manor					
461	Scattered Sites - Zone 4					
551	Bay-Zimmer					
561	Scattered Sites - Zone 4					
562	Federal/Parkside					

Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Capital Fund Program--Five Year Action Plan

<b>Part I: Summary</b>						
Rochester Housing Authority			Rochester/Monroe/New York		X Original 5-Year Plan	Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY __2018__	Work Statement for Year 2 FFY __2019__	Work Statement for Year 3 FFY __2020__	Work Statement for Year 4 FFY __2021__	Work Statement for Year 5 FFY __2022__
	111 Glenwood/Jones	Annual	209,000	209,000	193,000	204,000
	112 Lexington Ct		277,000	277,000	436,000	436,000
	113 Lake Tower		122,000	122,000	287,000	307,000
	161 Scattered Sites - Zone 1		64,000	64,000	245,000	955,000
	222 DTE&WJon Child		741,000	741,000	527,000	395,000
	224 Atlantic/University Tower		290,000	290,000	899,000	318,000
	261 Scattered Sites - Zone 2		64,000	64,000	245,000	120,000
	333 Kennedy		322,000	63,000	90,000	29,000
	334 Bronson/Capsule/Luther		246,000	222,000	672,000	157,000
	361 Scattered Sites - Zone 3		64,000	64,000	145,000	150,000
	442 Hudson-Ridge/Parliament/Seneca Manor		1,225,000	997,000	749,000	629,000
	461 Scattered Sites - Zone 4		64,000	64,000	245,000	245,000
	551 Bay-Zimmer		407,000	407,000	71,000	56,000
	554 Harriet Tubman/Holland/Lena Gantt		998,000	905,000	684,000	609,000
	561 Scattered Sites - Zone 5		64,000	64,000	245,000	385,000
	562 Federal/Parkside		65,000	65,000	539,000	590,000
B.	Physical Improvements Subtotal		5,222,000	4,618,000	6,272,000	5,585,000
C.	Management Improvements					
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration		330,000	330,000	330,000	330,000
F.	Other					
G.	Operations		300,000	300,000	300,000	300,000
H.	Demolition					
I.	Development					
J.	Capital Fund Financing - Debt Service					450,000
K.	Total CFP Funds		5,852,000	5,248,000	6,902,000	6,665,000
L.	Total Non-CFP Funds					
M.	Grand Total		5,852,000	5,248,000	6,902,000	6,665,000

Part II: Supporting Pages – Physical Needs												
Work Statement for Year 1 FFY 2018	Work Statement for Year <u>2</u> FFY <u>2019</u>			Work Statement for Year <u>3</u> FFY <u>2020</u>			Work Statement for Year <u>4</u> FFY <u>2021</u>			Work Statement for Year <u>5</u> FFY <u>2022</u>		
	Development Number/Name	Qty	Estimated Cost	Development Number/Name	Qty	Estimated Cost	Development Number/Name	Qty	Estimated Cost	Development Number/Name	Qty	Estimated Cost
See	General Description of Major Work Categories			General Description of Major Work Categories			General Description of Major Work Categories			General Description of Major Work Categories		
111	Glenwood Gardens			111	Glenwood Gardens		111	Glenwood Gardens		111	Glenwood Gardens	
	Site work - lighting		1,000	Site work - lighting		1,000	Site work - lighting		1,000	Systems Upgrades-electric		12,000
	Unit Renovation		200,000	Unit Renovation		200,000	Unit Renovation		100,000	Unit Renovation		100,000
	Bldg Exterior Renovation		1,000	Bldg Exterior Renovation		1,000	Bldg Exterior Renovation		1,000	Bldg Exterior Renovation		1,000
	Common Area renovation		5,000	Common Area renovation		5,000	Common Area renovation		5,000	Common Area renovation		5,000
	Systems Upgrades		1,000	Systems Upgrades		1,000	Systems Upgrades		85,000	Systems Upgrades		85,000
	Weatherization		1,000	Weatherization		1,000	Weatherization		1,000	Weatherization		1,000
	<b>Total AMP 111</b>		<b>209,000</b>	<b>Total AMP 111</b>		<b>209,000</b>	<b>Total AMP 111</b>		<b>193,000</b>	<b>Total AMP 111</b>		<b>204,000</b>
112	Lexington Ct			112	Lexington Ct		112	Lexington Ct		112	Lexington Ct	
	Site work		5,000	Site work		5,000	Site work		5,000	Site work		5,000
	Unit renovation		250,000	Unit renovation		250,000	Unit renovation		250,000	Unit renovation		250,000
	Bldg Exterior Renovation - siding		10,000	Bldg Exterior Renovation - siding		10,000	Bldg Exterior Renovation - siding		10,000	Bldg Exterior Renovation - siding		10,000
	Common Area Renovation - basements		10,000	Common Area Renovation - basements		10,000	Common Area Renovation - basements		10,000	Common Area Renovation - basements		10,000
	Systems Upgrades		1,000	Systems Upgrades		1,000	Systems Upgrades		85,000	Systems Upgrades		85,000
	Weatherization		1,000	Weatherization		1,000	Weatherization		1,000	Weatherization		1,000
							Development		25,000	Development		25,000
							Demolition		50,000	Demolition		50,000
	<b>Total AMP 112</b>		<b>277,000</b>	<b>Total AMP 112</b>		<b>277,000</b>	<b>Total AMP 112</b>		<b>436,000</b>	<b>Total AMP 112</b>		<b>436,000</b>

Work Statement for Year 1 FFY 2018	Work Statement for Year 2 FFY 2019			Work Statement for Year 3 FFY 2020			Work Statement for Year 4 FFY 2021			Work Statement for Year 5 FFY 2022		
	Development Number/Name General Description of Major Work Categories	Qty	Estimated Cost	Development Number/Name General Description of Major Work Categories	Qty	Estimated Cost	Development Number/Name General Description of Major Work Categories	Qty	Estimated Cost	Development Number/Name General Description of Major Work Categories	Qty	Estimated Cost
	<b>113 Lake Tower</b>			<b>113 Lake Tower</b>			<b>113 Lake Tower</b>			<b>113 Lake Tower</b>		
	Site work		5,000	Site work		5,000	Site work		5,000	Bldg Ext Renov-Ventilation		
	Unit renovation		100,000	Unit renovation		100,000	Unit renovation		100,000	Common Area-lighting		
	Bldg Exterior Renovation		1,000	Bldg Exterior Renovation		1,000	Bldg Exterior Renovation		1,000	Systems Upgr-elevators		275,000
	Common Area Renovation		5,000	Common Area Renovation		5,000	Common Area Renovation		5,000	Common Area Renovation		5,000
	Systems Upgrades		10,000	Systems Upgrades		10,000	Systems Upgrades		150,000	Systems Upgrades		1,000
	Weatherization		1,000	Weatherization		1,000	Weatherization		1,000	Weatherization		1,000
							Development		25,000	Development		25,000
	<b>Total AMP 113</b>		<b>122,000</b>	<b>Total AMP 113</b>		<b>122,000</b>	<b>Total AMP 113</b>		<b>287,000</b>	<b>Total AMP 113</b>		<b>307,000</b>
	<b>161 Scattered Sites - Zone 1</b>			<b>161 Scattered Sites - Zone 1</b>			<b>161 Scattered Sites - Zone 1</b>			<b>161 Scattered Sites - Zone 1</b>		
	Site work		1,000	Site work		1,000	Site work		5,000	Unit Renovations		300,000
	Unit Renovations - windows		10,000	Unit Renovations - windows		10,000	Unit Renovations - windows		10,000	Bldg Exterior Renovation		500,000
	Bldg Exterior Renovation - roofs/gutters, porches,		50,000	Bldg Exterior Renovation - roofs/gutters, porches,		50,000	Bldg Exterior Renovation - roofs/gutters, porches, siding		75,000	Systems Upgr-furnaces		25,000
	Systems Upgrades		2,000	Systems Upgrades		2,000	Systems Upgrades		25,000	Weatherization		5,000
	Weatherization		1,000	Weatherization		1,000	Weatherization		5,000	Demolition		25,000
							Demolition		25,000	Development		100,000
							Development		100,000			
	<b>Total AMP 161</b>		<b>64,000</b>	<b>Total AMP 161</b>		<b>64,000</b>	<b>Total AMP 161</b>		<b>245,000</b>	<b>Total AMP 161</b>		<b>955,000</b>



Work Statement for Year 1 FFY 2018	Work Statement for Year 2 FFY 2019			Work Statement for Year 3 FFY 2020			Work Statement for Year 4 FFY 2021			Work Statement for Year 5 FFY 2022		
	Development Number/Name General Description of Major Work Categories	Qty	Estimated Cost	Development Number/Name General Description of Major Work Categories	Qty	Estimated Cost	Development Number/Name General Description of Major Work Categories	Qty	Estimated Cost	Development Number/Name General Description of Major Work Categories	Qty	Estimated Cost
	<b>222 Danforth Tower East</b>			<b>222 Danforth Tower East</b>			<b>222 Danforth Tower East</b>			<b>222 Danforth Tower East</b>		
	Site work		1,000	Site work		1,000	Site work		1,000	Systems Upgr-elevators		
	Unit Renovations		200,000	Unit Renovations		200,000	Unit Renovations		100,000	Systems Upgr-security		50,000
	Bldg Exterior Renovation - repair/seal masonry		50,000	Bldg Exterior Renovation - repair/seal masonry		50,000	Bldg Exterior Renovation - repair/seal masonry		50,000	Systems Upgr-DHW		
	Common Area Renovation		5,000	Common Area Renovation		5,000	Common Area Renovation		5,000	Common Area Renovation		5,000
	Systems Upgrades		10,000	Systems Upgrades		10,000	Systems Upgrades		85,000	Systems Upgrades		85,000
	Weatherization		1,000	Weatherization		1,000	Weatherization		1,000	Weatherization		1,000
	<b>Danforth Tower West</b>			<b>Danforth Tower West</b>			<b>Danforth Tower West</b>			<b>Danforth Tower West</b>		
	Site work		20,000	Site work		20,000	Site work		1,000	Systems Upgr-elevators		
	Unit Renovations - windows		200,000	Unit Renovations - windows		200,000	Unit Renovations		100,000	Systems Upgr-security		50,000
	Bldg Exterior Renovation		50,000	Bldg Exterior Renovation		50,000	Bldg Exterior Renovation		50,000	Systems Upgr-DHW		
	Common Area Renovation		5,000	Common Area Renovation		5,000	Common Area Renovation		5,000	Common Area Renovation		5,000
	Systems Upgrades plumbing/electrical		80,000	Systems Upgrades		80,000	Systems Upgrades		85,000	Systems Upgrades		85,000
	Weatherization		1,000	Weatherization		1,000	Weatherization		1,000	Weatherization		1,000
	<b>Jonathan Child</b>			<b>Jonathan Child</b>			<b>Jonathan Child</b>			<b>Jonathan Child</b>		
	Site work		1,000	Site work		1,000	Site work		1,000	Common Area Renov-lighting		1,000
	Unit Renovations		100,000	Unit Renovations		100,000	Unit Renovations		25,000	Systems Upgr-DHW pump		25,000
	Bldg Exterior Renovation - repair/seal brick		5,000	Bldg Exterior Renovation - repair/seal brick		5,000	Bldg Exterior Renovation - repair/seal brick		5,000	Systems Upgr-DHW boiler		75,000
	Common Area Renovation		1,000	Common Area Renovation		1,000	Common Area Renovation		1,000	Common Area Renovation		1,000
	Systems Upgrades		10,000	Systems Upgrades		10,000	Systems Upgrades		10,000	Systems Upgrades		10,000
	Weatherization		1,000	Weatherization		1,000	Weatherization		1,000	Weatherization		1,000
	<b>Total AMP 222</b>		<b>741,000</b>	<b>Total AMP 222</b>		<b>741,000</b>	<b>Total AMP 222</b>		<b>527,000</b>	<b>Total AMP 222</b>		<b>395,000</b>
	<b>224 Atlantic Townhouses</b>			<b>224 Atlantic Townhouses</b>			<b>224 Atlantic Townhouses</b>			<b>224 Atlantic Townhouses</b>		
	Site work		5,000	Site work		5,000	Site work		5,000	Site work		5,000
	Unit Renovations		1,000	Unit Renovations		1,000	Unit Renovations		1,000	Unit Renovations		1,000
	Bldg Exterior Renovation		1,000	Bldg Exterior Renovation		1,000	Bldg Exterior Renovation		50,000	Bldg Exterior Renovation		1,000
	Systems Upgrades		5,000	Systems Upgrades		5,000	Systems Upgrades		5,000	Systems Upgrades		5,000
	Weatherization		1,000	Weatherization		1,000	Weatherization		1,000	Weatherization		1,000
							Demolition		65,000			
							Development		500,000			
	<b>University Tower</b>			<b>University Tower</b>			<b>University Tower</b>			<b>University Tower</b>		

Work Statement for Year 1 FFY 2018	Work Statement for Year 2 FFY 2019			Work Statement for Year 3 FFY 2020			Work Statement for Year 4 FFY 2021			Work Statement for Year 5 FFY 2022		
	Development Number/Name General Description of Major Work Categories	Qty	Estimated Cost	Development Number/Name General Description of Major Work Categories	Qty	Estimated Cost	Development Number/Name General Description of Major Work Categories	Qty	Estimated Cost	Development Number/Name General Description of Major Work Categories	Qty	Estimated Cost
	Site work		5,000	Site work		5,000	Site work		5,000	Unit Renovations-windows		
	Unit Renovations-		200,000	Unit Renovations		200,000	Unit Renovations-windows		200,000	Systems Upgr-water pumps		
	Bldg Exterior Renovation		50,000	Bldg Exterior Renovation		50,000	Bldg Exterior Renovation		50,000	Systems Upgr-water boosters		
	Common Area Renovation		1,000	Common Area Renovation		1,000	Common Area Renovation		1,000	Systems Upgr-security		30,000
	Systems Upgrades		20,000	Systems Upgrades		20,000	Systems Upgrades		5,000	Systems Upgr-elevators		275,000
	Weatherization		1,000	Weatherization		1,000	Weatherization		1,000			
							Development		10,000			
	<b>Total AMP 224</b>		<b>290,000</b>	<b>Total AMP 224</b>		<b>290,000</b>	<b>Total AMP 224</b>		<b>899,000</b>	<b>Total AMP 224</b>		<b>318,000</b>
	<b>261 Scattered Sites - Zone 2</b>			<b>261 Scattered Sites - Zone 2</b>			<b>261 Scattered Sites - Zone 2</b>			<b>261 Scattered Sites - Zone 2</b>		
	Site work		1,000	Site work		1,000	Site work		5,000	Site work		5,000
	Unit Renovations		10,000	Unit Renovations		10,000	Unit Renovations		10,000	Unit Renovations		10,000
	Bldg Exterior Renovation - roofs/gutters, porches,		50,000	Bldg Exterior Renovation - roofs/gutters, porches,		50,000	Bldg Exterior Renovation - roofs/gutters, porches, siding		75,000	Bldg Exterior Renovation - roofs/gutters, porches, siding		75,000
	Systems Upgrades		2,000	Systems Upgrades		2,000	Systems Upgrades		25,000	Systems Upgrades		25,000
	Weatherization		1,000	Weatherization		1,000	Weatherization		5,000	Weatherization		5,000
							Demolition		25,000			
							Development		100,000			
	<b>Total AMP 261</b>		<b>64,000</b>	<b>Total AMP 261</b>		<b>64,000</b>	<b>Total AMP 261</b>		<b>245,000</b>	<b>Total AMP 261</b>		<b>120,000</b>



Work Statement for Year 1 FFY 2018	Work Statement for Year <u>2</u> FFY <u>2019</u>			Work Statement for Year <u>3</u> FFY <u>2020</u>			Work Statement for Year <u>4</u> FFY <u>2021</u>			Work Statement for Year <u>5</u> FFY <u>2022</u>		
	Development Number/Name	Qty	Estimated Cost	Development Number/Name	Qty	Estimated Cost	Development Number/Name	Qty	Estimated Cost	Development Number/Name	Qty	Estimated Cost
	General Description of Major Work Categories			General Description of Major Work Categories			General Description of Major Work Categories			General Description of Major Work Categories		
	333	Kennedy Tower		Kennedy Tower			Kennedy Tower			Kennedy Tower		
		Site work - paving/sidewalks, smoking enclosure	100,000	Site work - paving/sidewalks, smoking enclosure		50,000	Site work - paving/sidewalks, smoking enclosure		1,000	Site work - parking lots.		
		Unit Renovations - door releases	200,000	Unit Renovations - door releases		1,000	Unit Renovations - door releases		1,000	Systems Upgr-security		25,000
		Bldg Exterior Renovation	1,000	Bldg Exterior Renovation		1,000	Bldg Exterior Renovation		1,000	Bldg Exterior Renovation		1,000
		Common Area Renovation - replace hallway carpet	10,000	Common Area Renovation - replace hallway carpet		1,000	Common Area Renovation - replace hallway carpet		1,000	Common Area Renovation - replace hallway carpet		1,000
		Systems Upgrades	10,000	Systems Upgrades		10,000	Systems Upgrades		85,000	Systems Upgrades		1,000
		Weatherization	1,000				Weatherization		1,000	Weatherization		1,000
		<b>Total AMP 333</b>	<b>322,000</b>	<b>Total AMP 333</b>		<b>63,000</b>	<b>Total AMP 333</b>		<b>90,000</b>	<b>Total AMP 333</b>		<b>29,000</b>

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Work Statement for Year 1 FFY 2018	Work Statement for Year 2 FFY 2019			Work Statement for Year 3 FFY 2020			Work Statement for Year 4 FFY 2021			Work Statement for Year 5 FFY 2022		
	Development Number/Name	Qty	Estimated Cost	Development Number/Name	Qty	Estimated Cost	Development Number/Name	Qty	Estimated Cost	Development Number/Name	Qty	Estimated Cost
	General Description of Major Work Categories			General Description of Major Work Categories			General Description of Major Work Categories			General Description of Major Work Categories		
	<b>334</b>	<b>Bronson Court</b>		<b>334</b>	<b>Bronson Court</b>		<b>334</b>	<b>Bronson Court</b>		<b>334</b>	<b>Bronson Court</b>	
		Site work, storage building	5,000		Site work, storage building	5,000		Site work, storage building	5,000		Site work-lighting	10,000
		Unit Renovations	100,000		Unit Renovations	100,000		Unit Renovations	100,000		Unit Renovations	1,000
		Bldg Exterior Renovation	50,000		Bldg Exterior Renovation	50,000		Bldg Exterior Renovation	50,000		Bldg Exterior Renovation	50,000
		Systems Upgrades	1,000		Systems Upgrades	1,000		Systems Upgrades	25,000		Systems Upgrades	25,000
								Weatherization	1,000		Weatherization	1,000
		<b>Capsule Dwelling Apts</b>			<b>Capsule Dwelling Apts</b>			<b>Capsule Dwelling Apts</b>			<b>Capsule Dwelling Apts</b>	
		Site work	10,000		Site work	10,000		Site work	1,000		Site work-lighting	10,000
		Unit Renovation	10,000		Unit Renovation	10,000		Unit Renovation	1,000		Unit Renovation	1,000
		Bldg Exterior Renovation - roofs/gutters	10,000		Bldg Exterior Renovation - roofs/gutters	10,000		Bldg Exterior Renovation - roofs/gutters	1,000		Bldg Exterior Renovation - roofs/gutters	1,000
		Systems Upgrades	10,000		Systems Upgrades	10,000		Systems Upgrades	1,000		Systems Upgrades	1,000
								Development	10,000			
								Demolition	65,000			
		<b>Fairfield Village</b>			<b>Fairfield Village</b>			<b>Fairfield Village</b>			<b>Fairfield Village</b>	
		Sitework	25,000		Sitework	1,000		Sitework	50,000		Sitework	50,000
		Unit Renovation	10,000		Unit Renovation	10,000		Unit Renovation	1,000		Unit Renovation	1,000
		Bldg Exterior Renovation - weatherization	10,000		Bldg Exterior Renovation - weatherization	10,000		Bldg Exterior Renovation - weatherization	1,000		Bldg Exterior Renovation - weatherization	1,000
		Systems Upgrades	5,000		Systems Upgrades	5,000		Systems Upgrades	5,000		Systems Upgrades	5,000
								Development	250,000			
								Demolition	65,000			
		<b>Total AMP 334</b>	<b>246,000</b>		<b>Total AMP 334</b>	<b>222,000</b>		<b>Total AMP 334</b>	<b>672,000</b>		<b>Total AMP 334</b>	<b>157,000</b>
		<b>361</b>	<b>Scattered Sites - Zone 3</b>		<b>361</b>	<b>Scattered Sites - Zone 3</b>		<b>361</b>	<b>Scattered Sites - Zone 3</b>		<b>361</b>	<b>Scattered Sites - Zone 3</b>
		Site work	1,000		Site work	1,000		Site work	5,000		Systems Upgr-lighting	10,000
		Unit Renovations	10,000		Unit Renovations	10,000		Unit Renovations	10,000		Unit Renovations	10,000
		Bldg Exterior Renovation - roofs/gutters, porches,	50,000		Bldg Exterior Renovation - roofs/gutters, porches,	50,000		Bldg Exterior Renovation - roofs/gutters, porches, siding	75,000		Bldg Exterior Renovation - roofs/gutters, porches, siding	75,000
		Systems Upgrades	2,000		Systems Upgrades	2,000		Systems Upgrades	25,000		Systems Upgrades	25,000
		Weatherization	1,000		Weatherization	1,000		Weatherization	5,000		Weatherization	5,000
								Demolition	25,000		Demolition	25,000
		<b>Total AMP 361</b>	<b>64,000</b>		<b>Total AMP 361</b>	<b>64,000</b>		<b>Total AMP 361</b>	<b>145,000</b>		<b>Total AMP 361</b>	<b>150,000</b>

Work Statement for Year 1 FFY 2018	Work Statement for Year 2 FFY 2019			Work Statement for Year 3 FFY 2020			Work Statement for Year 4 FFY 2021			Work Statement for Year 5 FFY 2022		
	Development Number/Name	Qty	Estimated Cost	Development Number/Name	Qty	Estimated Cost	Development Number/Name	Qty	Estimated Cost	Development Number/Name	Qty	Estimated Cost
	General Description of Major Work Categories			General Description of Major Work Categories			General Description of Major Work Categories			General Description of Major Work Categories		
	442	<b>Hudson Ridge Tower</b>		442	<b>Hudson Ridge Tower</b>		442	<b>Hudson Ridge Tower</b>		442	<b>Hudson Ridge Tower</b>	
		Site work	5,000		Site work	5,000		Site work	5,000		Systems Upg-DHW	
		Unit Renovation - windows	100,000		Unit Renovation - windows	100,000		Unit Renovation - windows	100,000		Systems Upgr-elevators	275,000
		Bldg Exterior Renovation - roof	150,000		Bldg Exterior Renovation - roof	1,000		Bldg Exterior Renovation - roof	1,000		Bldg Exterior Renovation - roof	1,000
		Common Area Renovation - laundry rooms	80,000		Common Area Renovation - laundry rooms	1,000		Common Area Renovation - laundry rooms	1,000		Common Area Renovation - laundry rooms	1,000
		Systems Upgrades	10,000		Systems Upgrades	10,000		Systems Upgrades	85,000		Systems Upgrades	85,000
		<b>Parliament Arm: Apts</b>			<b>Parliament Arm: Apts</b>			<b>Parliament Arm: Apts</b>			<b>Parliament Arm: Apts</b>	
		Sitework	5,000		Sitework	5,000		Sitework	5,000		Sitework-lighting	15,000
		Unit Renovation	200,000		Unit Renovation	200,000		Unit Renovation	10,000		Unit Renovation	10,000
		Bldg Exterior Renovation	5,000		Bldg Exterior Renovation	5,000		Bldg Exterior Renovation	5,000		Bldg Exterior Renovation	5,000
		Common Area Renovation	5,000		Common Area Renovation	5,000		Common Area Renovation	5,000		Common Area Renovation	5,000
		Systems Upgrades	2,000		Systems Upgrades	2,000		Systems Upgrades	85,000		Systems Upgrades	85,000
		Weatherization	1,000		Weatherization	1,000		Weatherization	1,000		Weatherization	1,000
		New Development	10,000		New Development	10,000		New Development	10,000		New Development	10,000
		<b>Seneca Manor Townhouses</b>			<b>Seneca Manor Townhouses</b>			<b>Seneca Manor Townhouses</b>			<b>Seneca Manor Townhouses</b>	
		Site work - paving/sidewalks	150,000		Site work - paving/sidewalks	150,000		Site work - paving/sidewalks	50,000		Site work - lighting	15,000
		Unit Renovation	300,000		Unit Renovation	300,000		Unit Renovation	200,000		Unit Renovation-appliances	25,000
		Bldg Exterior Renovation	200,000		Bldg Exterior Renovation	200,000		Bldg Exterior Renovation	100,000		Systems Upgr-Water pressure regulators	10,000
		Systems Upgrades	1,000		Systems Upgrades	1,000		Systems Upgrades	85,000		Systems Upgrades	85,000
		Weatherization	1,000		Weatherization	1,000		Weatherization	1,000		Weatherization	1,000
		<b>Total AMP 442</b>	<b>1,225,000</b>		<b>Total AMP 442</b>	<b>997,000</b>		<b>Total AMP 442</b>	<b>749,000</b>		<b>Total AMP 442</b>	<b>629,000</b>
	461	<b>Scattered Sites - Zone 4</b>		461	<b>Scattered Sites - Zone 4</b>		461	<b>Scattered Sites - Zone 4</b>		461	<b>Scattered Sites - Zone 4</b>	
		Site work	1,000		Site work	1,000		Site work	5,000		Site work	5,000
		Unit Renovations	10,000		Unit Renovations	10,000		Unit Renovations	10,000		Unit Renovations	10,000
		Bldg Exterior Renovation - roofs/gutters, porches,	50,000		Bldg Exterior Renovation - roofs/gutters, porches,	50,000		Bldg Exterior Renovation - roofs/gutters, porches, siding	75,000		Bldg Exterior Renovation - roofs/gutters, porches, siding	75,000
		Systems Upgrades	2,000		Systems Upgrades	2,000		Systems Upgrades	25,000		Systems Upgrades	25,000
		Weatherization	1,000		Weatherization	1,000		Weatherization	5,000		Weatherization	5,000
								Demolition	25,000		Demolition	25,000
								Development	100,000		Development	100,000
		<b>Total AMP 461</b>	<b>64,000</b>		<b>Total AMP 461</b>	<b>64,000</b>		<b>Total AMP 461</b>	<b>245,000</b>		<b>Total AMP 461</b>	<b>245,000</b>

Work Statement for Year 1 FFY 2018	Work Statement for Year 2 FFY 2019			Work Statement for Year 3 FFY 2020			Work Statement for Year 4 FFY 2021			Work Statement for Year 5 FFY 2022		
	Development Number/Name General Description of Major Work Categories	Qty	Estimated Cost	Development Number/Name General Description of Major Work Categories	Qty	Estimated Cost	Development Number/Name General Description of Major Work Categories	Qty	Estimated Cost	Development Number/Name General Description of Major Work Categories	Qty	Estimated Cost
	551 Bay-Zimmer			551 Bay-Zimmer			551 Bay-Zimmer			551 Bay-Zimmer		
	Site work		1,000	Site work		1,000	Site work		50,000	Systems Upgr-furnace		35,000
	Unit Renovations		400,000	Unit Renovations		400,000	Unit Renovations		10,000	Unit Renovations		10,000
	Bldg Exterior Renovation		5,000	Bldg Exterior Renovation		5,000	Bldg Exterior Renovation		5,000	Bldg Exterior Renovation		5,000
	Weatherization		1,000	Weatherization		1,000	Systems Upgrades		5,000	Systems Upgrades		5,000
							Weatherization		1,000	Weatherization		1,000
	<b>Total AMP 442</b>		<b>407,000</b>	<b>Total AMP 442</b>		<b>407,000</b>	<b>Total AMP 442</b>		<b>71,000</b>	<b>Total AMP 442</b>		<b>56,000</b>
	554 Harriett Tubman Estates			554 Harriett Tubman Estates			554 Harriett Tubman Estates			554 Harriett Tubman Estates		
	Site work - paving/sidewalks		1,000	Site work - paving/sidewalks		1,000	Site work - paving/sidewalks		1,000	Site work - paving/sidewalks		1,000
	Unit Renovation		200,000	Unit Renovation		200,000	Unit Renovation		100,000	Unit Renovation		100,000
	Bldg Exterior Renovation		5,000	Bldg Exterior Renovation		5,000	Bldg Exterior Renovation		5,000	Bldg Exterior Renovation		5,000
	Common Area Renovation - laundry		5,000	Common Area Renovation - laundry		5,000	Common Area Renovation - laundry		5,000	Common Area Renovation - laundry		5,000
	Systems Upgrades		5,000	Systems Upgrades		5,000	Systems Upgrades		5,000	Systems Upgrades		5,000
	Development		10,000	Development		10,000	Development		10,000	Development		10,000
	<b>Holland Townhouses</b>			<b>Holland Townhouses</b>			<b>Holland Townhouses</b>			<b>Holland Townhouses</b>		
	Site work		5,000	Site work		5,000	Site work		85,000	Site work-lighting		10,000
	Unit Renovation		250,000	Unit Renovation		250,000	Unit Renovation		250,000	Unit Renovation		250,000
	Bldg Exterior Renovation - roofs/gutters		200,000	Bldg Exterior Renovation - roofs/gutters		200,000	Bldg Exterior Renovation - roofs/gutters/windows		100,000	Bldg Exterior Renovation - roofs/gutters/windows		100,000
	Systems Upgrades		10,000	Systems Upgrades		10,000	Systems Upgrades		10,000	Systems Upgrades		10,000
	<b>Lena Gantt Estates</b>			<b>Lena Gantt Estates</b>			<b>Lena Gantt Estates</b>			<b>Lena Gantt Estates</b>		
	Site work		95,000	Site work		10,000	Site work		1,000	Site work		1,000
	Unit Renovation		200,000	Unit Renovation		200,000	Unit Renovation		100,000	Unit Renovation		100,000
	Bldg Exterior Renovation		1,000	Bldg Exterior Renovation		1,000	Bldg Exterior Renovation		1,000	Bldg Exterior Renovation		1,000
	Systems Upgrades		10,000	Systems Upgrades		2,000	Systems Upgrades		10,000	Systems Upgrades		10,000
	Weatherization		1,000	Weatherization		1,000	Weatherization		1,000	Weatherization		1,000
	<b>Total AMP 554</b>		<b>998,000</b>	<b>Total AMP 554</b>		<b>905,000</b>	<b>Total AMP 554</b>		<b>684,000</b>	<b>Total AMP 554</b>		<b>609,000</b>

Work Statement for Year 1 FFY 2018	Work Statement for Year 2 FFY 2019			Work Statement for Year 3 FFY 2020			Work Statement for Year 4 FFY 2021			Work Statement for Year 5 FFY 2022		
	Development Number/Name	Qty	Estimated Cost	Development Number/Name	Qty	Estimated Cost	Development Number/Name	Qty	Estimated Cost	Development Number/Name	Qty	Estimated Cost
	General Description of Major Work Categories			General Description of Major Work Categories			General Description of Major Work Categories			General Description of Major Work Categories		
	561	Scattered Sites - Zone 5		561	Scattered Sites - Zone 5		561	Scattered Sites - Zone 5		561	Scattered Sites - Zone 5	
		Site work	1,000		Site work	1,000		Site work	5,000		Site work	5,000
		Unit Renovations	10,000		Unit Renovations	10,000		Unit Renovations	10,000		Unit Renov-appliances	150,000
		Bldg Exterior Renovation - roofs/gutters, porches,	50,000		Bldg Exterior Renovation - roofs/gutters, porches,	50,000		Bldg Exterior Renovation - roofs/gutters, porches, siding	75,000		Bldg Exterior Renovation - roofs/gutters, porches, siding	75,000
		Systems Upgrades	2,000		Systems Upgrades	2,000		Systems Upgrades	25,000		Systems Upgrades	25,000
		Weatherization	1,000		Weatherization	1,000		Weatherization	5,000		Weatherization	5,000
								Demolition	25,000		Demolition	25,000
								Development	100,000		Development	100,000
		<b>Total AMP 561</b>	<b>64,000</b>		<b>Total AMP 561</b>	<b>64,000</b>		<b>Total AMP 561</b>	<b>245,000</b>		<b>Total AMP 561</b>	<b>385,000</b>
	562	Federal St. Townhouses		562	Federal St. Townhouses		562	Federal St. Townhouses		562	Federal St. Townhouses	
		Site work	1,000		Site work	1,000		Site work	1,000		Site work	1,000
		Unit Renovation	1,000		Unit Renovation	1,000		Unit Renovation	5,000		Unit Renovation	5,000
		Bldg Exterior Renovation	1,000		Bldg Exterior Renovation	1,000		Bldg Exterior Renovation	1,000		Bldg Exterior Renovation	1,000
		Weatherization	1,000		Weatherization	1,000		Weatherization	1,000		Weatherization	1,000
								Demolition	200,000		Demolition	1,000
								Development	250,000		Development	500,000
		<b>Total AMP 562</b>	<b>65,000</b>		<b>Total AMP 562</b>	<b>65,000</b>		<b>Total AMP 562</b>	<b>539,000</b>		<b>Total AMP 562</b>	<b>590,000</b>

Part II: Supporting Pages – Physical Needs												
Work Statement for Year 1 FFY 2018	Work Statement for Year <u>  2  </u> FFY <u>  2019  </u>			Work Statement for Year <u>  3  </u> FFY <u>  2020  </u>			Work Statement for Year <u>  4  </u> FFY <u>  2021  </u>			Work Statement for Year <u>  5  </u> FFY <u>  2022  </u>		
	Development Number/Name	Qty	Estimated Cost	Development Number/Name	Qty	Estimated Cost	Development Number/Name	Qty	Estimated Cost	Development Number/Name	Qty	Estimated Cost
General Description of Major Work Categories												
See	<b>Operations:</b>			<b>Operations:</b>			<b>Operations:</b>			<b>Operations:</b>		
Annual Statement	CFP to Operations		300,000	CFP to Operations		300,000	CFP to Operations		300,000	CFP to Operations		300,000
	<b>Administration</b>			<b>Administration</b>			<b>Administration</b>			<b>Administration</b>		
	Salaries		330,000	Salaries		330,000	Salaries		330,000	Salaries		330,000
	<b>Total Administration</b>		<b>630,000</b>	<b>Total Administration</b>		<b>630,000</b>	<b>Total Administration</b>		<b>630,000</b>	<b>Total Administration</b>		<b>630,000</b>

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# Attachment 22

RHA Staff and Resident Advisory Board Annual Plan 2019

Date: January 22, 2018

Presenters: Mr. Hill, Shawn Burr

Present: RHA Staff, RAB

Re: Annual Plan First Session

## **Annual Plan Introduction**

Executive Director John Hill begins meeting welcoming attendees. Staff and attendees introduce themselves. After the introductions Mr. Hill introduces Shawn Burr. Mr. Burr Reviews the purpose for the meeting. To review the Rochester Housing Authority's annual plan. He explains the plan is available online and that the RHA and JWRC would be working together as a team to make any updates to the annual plan. Mr. Hill then reviewed the ground rules for the meeting.

## **Teamwork gets things done**

Deputy Executive Director Shawn Burr reviews how important RHA staff and JWRC team work is for the annual plan. Explained the annual plan is constantly changing, and as a team we can work together to create better housing.

## **What is the difference between the annual plan and five-year plan**

Mr. Hill reviews the difference between the annual plan and the five-year plan. The annual plan is submitted to HUD every year by every housing authority in the country. It explains what the PHA plans to do that year. The five-year plan is for the Capital Fund. It explains to HUD how the PHA plans to spend money over the course of a five-year period. Mr. Hill goes over a few things RHA plans to do using Capital funds over the next five years such as: roofs, porches, development, landscaping etc. Mr. Hill reviews the need RHA has is so great it would take over 30 years to complete with the current source of funding, and that would be if nothing else went wrong in that time period. But that could be completely cut short if we pursue additional sources of funding. The annual plan will help us do that.

## **Review the annual plan sample**

Mr. Hill provides an example of an annual plan from Austin Texas's for staff and the JWRC to gain inspiration.

## **Review the Five-year plan and the 2019 annual plan**

Mr. Burr reviews the importance of the JWRC role. It is very important for the JWRC to speak to the other residents and provide feedback on things that can be added to the annual plan or the five-year plan. It is vital to have open communication and teamwork to make sure needs are addressed. Mr. Shawn burr provided his personal contact information to staff and the JWRC. Mr. Burr reviews the schedule for completing the annual plan submitting it to HUD. Mr. Hill explains that once the plan is submitted to HUD it is reviewed. After 45 days if RHA has not heard anything from HUD the application is automatically approved. Diana Colon collected residents email addresses and home addresses for ways of contacting them to provide a set schedule for the annual plan meetings and updates.

**Why should we include so many different objectives in the plan?**

There are many things RHA intends to do. It's important to put every objective in the plan. If RHA begins a project and presents it to HUD, having every objective or goal in the plan saves time and shows that RHA is prepared. Mr. Hill advised one of the main objectives of the RHA is to promote self-sufficiency.

**Questions and Comments**

Member of the JWRC: RHA is concerned about curb appeal, but what about how the building looks on the inside?

Mr. Burr and Mr. Hill explain, that is also important to the housing authority and pursuing other sources of funds is the best way for the housing authority to address those issues.

The meeting is then adjourned.

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RHA Public Comment Hearing

Annual Plan 2019

January 22, 2018

SIGN IN

Name Print

Cynthia Herrriott

Shelby Simpson

SINCLAIR CARRINGTON

SHAWN BURE

John John Hill

Cleo Clanton

William Holley

Willie Thomas

Marilyn Bellamy

Signature

RHA Public Comment Hearing

Annual Plan 2019

January 22, 2018

SIGN IN

Name Print

Addie S. Stuegis

Rosetta Smith

Melissa Berrien

Pashandra Martin

EVHEN Tupis

Jim Saxe

Pete Swarts

Linda Stango

Andie Lockett

Diana Colón

Signature

Addie S. Stuegis

Rosetta Smith

Melissa Berrien

Pashandra Martin

Evhen Tupis

Jim Saxe

Pete Swarts

Linda Stango

Diana Colón

RHA Public Comment Hearing

Annual Plan 2019

January 22, 2018

SIGN IN

Name Print

Signature

George Getman

George Getman

Jacquanda Jones

Jacquanda Jones

HAROLD ZINK

HAROLD ZINK

Straudie Bryant

Straudie Bryant

Jacquetta Harris

Jacquetta Harris

Jacquetta Harris

Dwight Moss Sr.

DWIGHT MOSS SR. (RAB)

Hershel Patterson

Hershel Patterson (RAB)

Willie Otis

WILLIE OTIS (Junc)

RHA Public Comment Hearing

Annual Plan 2019

January 22, 2018

SIGN IN

Name Print

Signature

MIKE GALLO



Donna W Smith



Linda Kavanagh-Schwenger



Linda Kellogg



Rita Markler



Date: February 8, 2018

Presented: Mr. Hill, Shawn Burr

Present: RHA Staff, RAB

Re: Annual Plan Second Session

### **Annual Plan Introduction**

Executive Director John Hill introduces staff to the JWRC members in attendance. Both excel sheets that highlight the five-year plan and the requests of the property managers for the five-year plan was handed out to all attendees. Mr. Hill emphasized that the JWRC request and the Property Managers requests will be reviewed and combined in one spread sheet.

### **RCafé**

Mr. Hill highlights the accomplishments of Michael Gallo and his staff on the hard work they put into the RCafé at Danforth Towers East. Michael Gallo reviews the work that was done and the upcoming press conference. Informs attendees Mayor Lovely Warren will be coming to the ribbon cutting on 2/15/2018. emphasizes there will be more cafés to come at many different sites.

### **Vision Statement**

Mr. Hill reviews the vision statement and reviews how important it is to do as many projects as possible. The goals and objectives of the five-year plan are as follows:

- Develop the 5-year plan
- Send the plan to the City of Rochester
- Write and publish request for proposal
- Use fungibility
- Make site improvements that will improve the quality of life for residents
- Improve the value of RHA assets

### **Projected 5-Year Capital Fund Budget**

Mr. Hill and Linda Stango review the Capital Fund Budget and how the calculation of cost works based on historical data. Projected Budget contingent upon congress:

- 2018- \$3.3 million
- 2019- \$3.2 million
- 2020- \$3.2 million
- 2021- \$3.3 million
- 2022- \$3.3 million

### **Importance of Maintenance**

Mr. Hill refers to Harold Zink for his personal outlook on HVAC and boiler replacement. Jason Norselli reviews the importance of up keep with scattered sites and the possible upcoming projects and upgrades of scattered sites. Mr. Hill stresses the fact that improving curb cuts, sidewalk improvements, appliance replacement, and landscaping etc. will improve the quality of life for RHA residents.

### **Residents Site Improvements Requests**

Dot Tucker/ Hudson Ridge Tower-

- Window Replacement
- Laundry Room Renovation

### **Marilyn/ Lexington Court**

- Appliance Replacement
- Laundry Room Renovation
- Snow Removal
- Bathroom sink with vanity (authority wide)
- Interior Paint in units/ Community Room

### **Marilyn Balmy/ University Tower**

- Community Room Improvements
- Curbs/ sidewalk Improvements
- Improved and additional parking

### **Lula Howard/Kennedy Tower**

- Carpets Cleaned in the Hallways/ Flooring
- Laundry Room Renovation

### **Danforth West**

- Interior Paint in Units
- Windows
- Weatherization of units (working with Harold)
- New Blinds (all)

### **Cleo/ Lenna Gantt**

- Interior Lighting (possible wireless lighting)
- Bumper wall replacement
- Security Cameras

### **Dwight Moss/Danforth Tower East**

- Water Fountain on the first floor
- Window hard to open (possible replacement/repair)
- TV Room assessible
- Outdoor electrical outlet
- PA System (will be done with upgrades to fire alarm system)
- Vents/fans in the common area restroom
- Sanitize garbage chute

### **Jefferson/Troop**

- Security Lights
- Weatherization
- Tile flooring replaced

### **Danforth Tower West**

- Access to Defibrillator and Training
- Access for responders

### **Response**

In CFP 5-year plan  
Planning to begin in 2017

In CFP 5-year plan  
Planning to begin in 2017  
Maintenance will address  
In CFP 5-year plan  
In CFP 5-year plan

In CFP 5-year plan  
In CFP Annual plan  
In CFP 5-year plan

Planning in progress  
Planning to begin in 2017

In CFP 5-year plan  
In CFP Annual plan  
Planning to begin in 2017  
In CFP 5-year plan

Planning in progress  
In CFP 5-year plan  
Planning in progress

In CFP Annual plan  
In CFP Annual plan  
Planning to begin in 2017  
Maintenance will address  
Planning in progress  
In CFP 5-year plan  
Maintenance will address

Planning in progress  
In CFP 5-year plan  
In CFP 5-year plan

Management will address  
Management will address

### **Conclusion**

The meeting was concluded by Mr. Hill and Mr. Burr, thanking the attendees for coming.



RHA Annual Plan Meeting

February 8, 2018

Print Name	Signature	Address
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Received  
no amount  
address

FLOYD COX DRIVER	FLOYD COX	
ADDIE S. STURGIS	ADDIE S. STURGIS	

DAVE MONDIE	DAVE MONDIE	
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George Getman	George Getman	RHA
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HAROLD ZINK	HAROLD ZINK	RHA
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Linda Stango	Linda Stango	675 W. Main Street
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## B2. New activities

**Choice Neighborhood Initiative**

The Rochester Housing Authority applied for the Choice Neighborhood Initiative Grant on June 28, 2016. The application focused on the replacement of RHA owned distressed properties in the Beechwood, Emma, and Marketview Heights neighborhoods, stabilization of neighborhood streets through in-fill new construction of RHA owned and managed single and two-family homes, new multi-unit apartment construction to house returning veterans, new construction of small homes for sale and new construction of single family in-fill units through a tax credit supported lease/purchase program. RHA was not awarded this grant, however it continues to work with the City of Rochester and other stakeholders on the planning of neighborhood revitalization and transformation in the aforementioned neighborhoods as well as other neighborhoods around the City of Rochester. The RHA Board of Commissioners has developed an Ad-Hoc Committee made up of RHA personnel, representatives of the City of Rochester, some RHA Board members, and two members of the Rochester City Council. The objective is to create a partnership to increase efforts to rehabilitate available properties in targeted neighborhoods, reducing blight and increase access to services in the neighborhood. RHA continues to work with residents and other stakeholders to prepare for this grant and other grants that become available. RHA has hired a grant writer consultant to assist with the application. If awarded RHA would replace public housing units and create new homes for purchase through the home ownership program. The project would create a vibrant, mixed income community where there are housing options for all.

RHA intends to apply for future Choice Neighborhood Initiative Planning and/or Implementation Grant when the NOFA is released.

**Moving to Work (MTW)**

RHA plans to apply for the Moving To Work Demonstration (MTW) Expansion program when HUD announces the opening of the program. Moving to Work (MTW) is a demonstration program for public housing authorities (PHAs) that provides them the opportunity to design and test innovative, locally-designed strategies that use Federal dollars more efficiently, help residents find employment and become self-sufficient, and increase housing choices for low-income families. MTW gives PHAs exemptions from many existing public housing and voucher rules and more flexibility with how they use their Federal funds. MTW PHAs are expected to use the opportunities presented by MTW to inform HUD about ways to better address local community needs.

**GRANTS/FUNDING**

**Emergency Safety and Security** - RHA intends to apply for this grant in 2018. The priority for this grant application is to update security cameras and monitoring activities at several public housing sites that have

experienced an increase in criminal activity.

**Emergency Solutions Grant (ESG)** – RHA intends to apply for The City of Rochester and Monroe County’s Emergency Solutions Grant funds intended to be used to meet the goal of alleviating or preventing homelessness. ESG service objectives must be designed to comply with and carry out the goals and initiatives of the City and the County. These new policies emphasize rapid re-housing to help people quickly regain stability in permanent housing after experiencing a housing crisis, support a coordinated access and intake, and call for an effective data collection, performance measurement, and program evaluation system. Eligible populations to receive assistance through the ESG Program are organized into five categories: Single men, Single women, Single parents with children, Families, Youth and young adults.

**NYS HOME Local Program, Small Rental Development Initiative (SDRI)** – RHA intends to apply for NYS Small Rental Development Initiative if funds become available. Eligible projects include the rehabilitation of, the acquisition and rehabilitation of, or the new construction of residential rental housing that is owned or will be owned and operated by the Developer-owner as HOME eligible rental housing for low-income households, throughout the required Period of Affordability (POA), typically 15 to 20 years. The project may contain 2 to 25 units and be one or more buildings on a single site or multiple sites under common ownership, management and financing. Permanent and transitional housing, including group homes.

**Substance Abuse & Mental Health Services Administration (SAMHSA) Grants for the Benefit of Homeless Individuals (GBHI)** – RHA and community partners will be applying for the GBHI. The purpose of this program is to support the development and/or expansion of local implementation of a community infrastructure that integrates behavioral health treatment and services for substance use disorders (SUD) and co-occurring mental and substance use disorders (COD), permanent housing, and other critical services for individuals (including youth) and families experiencing homelessness.

**Lead-Based Paint Capital Fund Program (LBPCF)** - RHA will be applying for the LBPCF. The purpose of the Lead-Based Paint Capital Fund Program is to help Public Housing Authorities (PHAs) identify and eliminate lead-based paint hazards in public housing. In accordance with Section 9 of the United States Housing Act of 1937 (42 U.S.C. 1437g) (1937 Act), and the Consolidated Appropriations Act, 2017.

**HUD Jobs Plus** - RHA applied for the HUD Jobs Plus program Grant on November 11, 2017. The application focused on the development of locally-based, job-driven approaches that increase earnings and advance employment outcomes through work readiness, employer linkages, job placement, educational advancement, technology skills, and financial literacy for residents of public housing. The place-based Jobs Plus program addresses poverty among public housing residents by incentivizing and enabling employment through earned income disregards for working residents and a set of services designed to support work including employer linkages, job placement and counseling, educational advancement, and financial counseling. Ideally, these incentives will saturate the target developments, building a culture of work and making working residents the norm.

**HUD Youth Homelessness Demonstration Program** – RHA and Community Partners will be applying for HUD’s Youth Homelessness Demonstration Program. The goal of the YHDP is to support up to 11 communities, at

least 5 of which will be rural, in the development and implementation of a coordinated community approach to preventing and ending youth homelessness, and sharing that experience with and mobilizing communities around the country toward the same end. The population to be served by this demonstration program is youth experiencing homelessness, including unaccompanied and pregnant or parenting youth, where no member of the household is older than 24.

**Low Income Housing Tax Credits (LIHTC)** – RHA will be applying for LIHTC through New York State Housing and Community Renewal’s Qualified Allocation Plan.

**Public Housing Preservation Program (PHP)** - RHA will be applying to New York State housing and Community Renewal’s PHP. PHP is a partnership among HCR, HUD, Federal Public Housing Authorities (PHAs) outside New York City, and private for profit and non-profit developers to address the needs of these properties and assist PHAs in completing their plans to ensure the long-term sustainability of existing public housing units. HCR will coordinate with PHAs and HUD to develop and implement a five-year strategy to preserve public housing units, address their need for capital improvements, and ensure their continued affordability.

## **DEVELOPMENT/CAPITAL PROJECTS**

### **Demolitions and/or Disposition**

RHA may demolish public housing units that are obsolete as to physical condition, location, or other factors, making it unsuitable for housing purposes, and no reasonable program of modifications to the property is cost-effective. De minimis demolitions of up to 5 units every 5 years is allowed under 24 CFR Part 970.

Attachment 20 addresses RHA’s new activities regarding demolition and/or disposition of public housing properties.

### **Development and Other Activities**

The RHA Board of Commissioners has developed an Ad-Hoc Committee made up of RHA personnel, representatives of the City of Rochester, some RHA Board members, and two members of the Rochester City Council. The objective is to create a partnership to increase efforts to rehabilitate available properties in targeted neighborhoods, reducing blight and increase access to services in the neighborhood.

RHA intends increase to enter into joint ventures with community partners.

RHA is planning the redevelopment of its public housing sites; Federal Street Townhouses and Waring/Veteran St. scattered sites. These redevelopment projects may increase or decrease the number of available public housing units. If the number is decreased, RHA intends to replace those units at locations to be determined. RHA has room in its Fair Cloth limit to do so. RHA intends to apply for Low Income Housing Tax Credits (LIHTC) and other sources of funding to redevelop Federal St. Townhouses.

RHA may issue its own bonds for development activities and acquiring property. RHA intends to apply for NYS funding opportunities for development and capital improvement activities.

RHA may create a non-subsidized (Non-ACC) housing program and/or a non-profit wholly owned subsidiary for development and/or management.

RHA intends to develop a comprehensive plan to address the needs of its scattered site housing. The plan will include investing Capital Fund Program dollars to renovate scattered site properties based upon need.

RHA will identify scattered sites for homeownership opportunities for public housing residents, housing choice vouched Participants or other qualified persons based upon this order.

RHA plans to target some of its scattered sites properties for disposition to support RHA's development opportunities.

RHA may dispose targeted scattered site units to developers for exchange of an agreed upon number of the homes/units to rehabilitated or constructed must remaining affordable and available for public housing applicants or other RHA referral.

Attachment 20-3 addresses RHA's intent to investigate opportunities to participate in HUD's RAD program.

### **Capital Fund Program**

RHA will obligate and expend its Capital Fund Program grants on time and in accordance with HUD regulations.

RHA intends on using Capital Funds to further its mission of "Changing the Face of Public Housing". RHA will identify sites through a physical needs assessment process and prioritize the most strategic use of its Capital Funds. Capital Funds may also be used for development activities and will be used to renovate scattered site properties and prepare some for homeownership.

RHA will undertake several energy saving initiatives and plans to participate in programs offered by NYSEERDA, RG&E, and other organizations who offer energy incentives that can increase efficiencies and save energy costs for RHA and its residents.

RHA plans to create a Force Account Team for the purposes of performing make-ready of vacant units in a timelier manner.

RHA intends to apply for participation in the Capital fund Finance Program (CFFP).

The Capital Fund Program Annual and 5-year Plans are listed in Attachment 21.

## **LEASING OPERATIONS**

### **Housing Choice Voucher Program**

HCV program may provide incentives to low-income families to move into high-income areas. Incentives may include HCV to pay for utility changeover or a stipend for moving expenses.

HCV and PBV program to have tenant liaisons at properties with 50 and more participants. HCV and PBV tenant's needs and feedback will be shared to the programs by the tenant liaison. This will build communication with tenants, landlords, and programs. Programs will identify resources for liaisons to operate meetings; retrieve feedback; and provide an incentive to those selected to be liaisons.

### **Project Based Voucher Program**

At Project Based Voucher sites with over 50 units RHA Leasing Operations department would identify a PBV tenant to be a liaison for all the PBV tenants at the site. The PBV identified liaison would be given training and tools to assist them in gathering information and resources to assist PBV tenants at the site to ensure quality housing.

### **Memorandum of Understandings**

RHA may implement a Memorandum of Understanding with local Community Partners to eliminate homelessness using public housing units or Section Eight vouchers. RHA intends to lease one new PH resident referred through the MOU to eliminate homeless to every three regular waiting list Applicants.

RHA intends to implement a Memorandum of Understanding with local partners for prisoner re-entry using public housing units or vouchers.

### **Utilities**

RHA will explore the opportunity of sending Utility Assistance Payments (UAP) directly to the utility companies for Section Eight.

RHA plans to explore opportunities to utilize solar power to reduce utility costs.

RHA is exploring and may go to a debit card system for Utility Reimbursement Payment (URP).

### **APPLICATION PROCESSING and OFFERS**

RHA will explore different methodologies to shorten the screening time needed to qualify applicants for housing while at the same time maintain standards for quality candidates. RHA plans to reduce the number of unit choices of public housing Applicants from three to two.

### **RESIDENT SERVICES**

RHA intends to start an annual scholarship for youth and adults to promote self-sufficiency.

RHA plans to create scholarship opportunities for public housing residents and HCVP Participants utilizing partnerships and sponsoring various activities to obtain funds, including grants and unused resident participation funds.

RHA plans to create a building trades pre-apprenticeship program by partnering with various groups who will provide hands-on training for public housing residents and HCVP Participants.

RHA will explore and create new partnerships and seek funding opportunities to create a Youth, Sports and Fine Arts Chapter to enhance the outreach opportunities for youth to participate in routine and non-traditional leisure activities including but not limited to golf, swimming, basketball, dance, performing arts, scuba diving, football, tennis, writing and much more.

RHA intends to create a partnership with Boys and Girls Clubs to enhance educational and service opportunities for public housing and HCVP Participants on public housing sites.

RHA intends to create business opportunities for resident councils and/or the Jurisdiction-wide Resident Council or individual residents.

### **Homeownership**

RHA has developed a draft homeownership plan that will include Section 32 Homeownership which is currently under review. This comprehensive Plan outlines the requirements and guidelines of the program. In addition to the Plan, RHA intends to develop a post homeownership program to assist families in maintaining their homes and ensuring homeowners that they have somewhere to go for assistance when they need it. RHA intends to increase utilization of homeownership vouchers and increase outreach efforts. RHA is also working with the City of Rochester to identify ways to work together in furthering each agency's homeownership programs and goals.

### **Housing Counseling**

RHA may seek to become a HUD certified Housing Counseling agency.

## **PUBLIC HOUSING**

RHA will launch a curb appeal campaign for public housing sites

RHA may use unused (Tenant Participation Funds) Per Unit Monies (PUM) of developments without an active Resident Council to create a Youth Employment and Education Program (YEEP) for public housing residents.

RHA intends to acquire available properties for new public housing units within its Fair Cloth Limit especially 4 and 5+ bedroom units.

RHA intends to perform an assessment of all its public housing scattered site units and determine which single family units will be designated for homeownership. Current residents will be given first option to purchase the home. RHA may use capital funds and/or operating reserves to renovate designated public housing scattered site homes prior to being offered for homeownership.

RHA plans to improve use of its community based Computer Labs with faster service, new equipment, and utilize Community Service hours to monitor computer labs.

RHA will implement a "Beautification Initiative for all its developments that will enhance curb appeal, throughout the property.

RHA intends to reduce the number of Asset Management Projects (AMPs) to between six and eight AMPS.

RHA will be requesting an additional two-year approval of the designated housing in December 2018 (see Attachment 7)

## APPENDIX A

1. The Rochester Housing Authority Admissions and Continued Occupancy Policy (ACOP)
2. The Rochester Housing Authority Section 8 Administration Plan

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