

<b>Annual PHA Plan</b> <i>(Standard PHAs and Troubled PHAs)</i>	<b>U.S. Department of Housing and Urban Development</b> <b>Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226</b> <b>Expires: 02/29/2016</b>
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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.

A. PHA Information.																															
<p><b>A.1</b> PHA Name: Rochester Housing Authority PHA Code: NY-041  PHA Type: <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA  PHA Plan for Fiscal Year Beginning: (MM/YYYY): 10/2021  PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)  Number of Public Housing (PH) Units 2,241 Number of Housing Choice Vouchers (HCVs) 9,809 Total Combined Units/Vouchers 12,050  PHA Plan Submission Type: <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"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1"> <thead> <tr> <th rowspan="2">Participating PHAs</th><th rowspan="2">PHA Code</th><th rowspan="2">Program(s) in the Consortia</th><th rowspan="2">Program(s) not in the Consortia</th><th colspan="2">No. of Units in Each Program</th></tr> <tr> <th>PH</th><th>HCV</th></tr> </thead> <tbody> <tr> <td>Lead PHA:</td><td></td><td></td><td></td><td>2,241</td><td>9,809</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:				2,241	9,809												
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<b>B.</b>	<b>Annual Plan Elements</b>					
<b>B.1</b>	<p><b>Revision of PHA Plan Elements.</b></p> <p>(a) Have the following PHA Plan elements been revised by the PHA?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Rent Determination.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Operation and Management.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Grievance Procedures.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Homeownership Programs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Community Service and Self-Sufficiency Programs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Safety and Crime Prevention.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Asset Management.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Substantial Deviation.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Significant Amendment/Modification</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):</p> <p>(c) The PHA must submit its Deconcentration Policy for Field Office review.</p>					
<b>B.2</b>	<p><b>New Activities.</b></p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Designated Housing for Elderly and/or Disabled Families.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Occupancy by Over-Income Families.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Occupancy by Police Officers.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Non-Smoking Policies.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project-Based Vouchers.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(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.</p>					
<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.</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</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>					

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### Resources:

1. City of Rochester, 2034 Comprehensive Plan
2. ACT Rochester <http://www.actrochester.org>
3. County of Monroe 2020-2024 Strategic Plan and 2020 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 established by the Rochester Housing Authority for the period beginning October 2020 and ending September 2024 and are as follows:

**GOAL ONE: Grow and sustain the Rochester Housing Authority's (RHA) public housing programs and inventory; achieve and 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 the 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 and/or complexes for disposition for sale to support its redevelopment activities.
- RHA plans to increase the number of four-plus bedrooms in its portfolio through acquisitions and/or new construction.
- RHA intends to partner with the City of Rochester by rehabilitating targeted properties in selected communities to reduce blight, increase homeownership, and increase independence.
- RHA may create wholly owned entities for management and housing development purposes.

- RHA will continue to participate in the City of Rochester's Land Bank program to acquire additional properties.
- Develop a preventative maintenance program with the goal to improve the quality of housing and thus increasing REAC scores.

**Achievements:** RHA continues to work with its software provider to develop frequent, accurate reports that enable staff to monitor SEMAP and PHAS scores. The pandemic interrupted this process due to HUD waiving the reporting requirements. Capital Project's staff meets regularly with property management and maintenance to prioritize projects, including extensive rehabs to improve and preserve the public housing stock. The vacancy rate increased due to the pandemic, and staff has developed and implemented ways to fill vacant units. RHA has/is participating in several community revitalization initiatives such as the West Main St. and Inner loop projects. RHA has partnered with a developer to develop the Fernwood parcel it owns with various affordable housing options. RHA was awarded an NYS Preservation Opportunity Program grant and is working with a selected consulting team to develop a plan for the preservation of Public Housing properties in and around the CONEA neighborhood. RHA is working with RHC to transform the organization to be an asset to the community and RHA in efforts to develop, manage and maintain affordable housing.

**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 homes 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.
- Contract with an agency to provide service coordination to all residents in public housing. The goal is to keep residents in housing and improve their quality of life.
- Explore partnering with community providers to implement a program that supports our residents with mental health problems, i.e., a supportive housing program that provides intensive case management, medication monitoring, meals, housekeeping assistance, etc.
- Partner with the City of Rochester to develop an eviction prevention program through a

- financial counseling program.
- Partner with the Housing Council of Rochester at PathStone to promote and increase homeownership.  
RHA plans to partner with the Rochester Financial Empowerment Center to offer free in-house financial counseling to residents and participants.

**Achievements:** RHA continued to create a pipeline of successful homeownership participants and worked very hard with them this past year to overcome the challenges faced during the pandemic to ensure the successful purchase of their homes. The Resident Services Team was very adaptive during the pandemic in creating opportunities for FSS participants to achieve their goals and successfully complete or continue in the program. New partnerships were created, and existing partnerships were modified to assist participants. RHA continues to work with the City, FES, RMAPI, and other organizations in their missions and developing resources.

**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 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 assist them in qualifying as Section 3 businesses.
- 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's Section 3 program remained successful this past year. RHA was able to utilize more Section 3 and MWBE contractors and firms than ever before. Much of the CARES Act funds received went directly to Section 3 firms, and when contractors needed to hire, we directed them to our list. HUD issued a new Section 3 Rule, and RHA began to review and development of a new, revised plan.

**GOAL FOUR: Improve Rochester Housing Authority (RHA) communications, both internal and external, to increase transparency, accountability, and develop trust.**

- Develop concentrated efforts to improve advocacy at the Local, State, and Federal levels.
- Continue to develop and implement an internal and external Communications Plan that synchronizes all RHA communications with employees, the public, and other government entities, 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 by keeping them informed of RHA activities and accomplishments.
- Prioritize providing information in non-English languages. Improve RHA's website to include translation to non-English languages
- Increase effective communication with residents and program participants.
- Continue to provide training to staff on effective communication and customer service.
- RHA will implement ways to improve Information Technology and related infrastructure by staying current with technology.
- Continue to utilize RHA's Public Relations Firm to produce positive substantive news stories and releases about RHA.
- Have new Board of Commissioner members formally introduced to staff and residents by hosting a "meet & greet."
- Increase the number and frequency of employee and resident events to improve morale and relations.

**Achievements:** RHA contracts with a communication consultant to improve communications, both internally and externally. This past year presented many challenges due to the pandemic and Governor's orders. RHA stepped up communications early on in the pandemic to get the word out to residents, participants, and employees. Regular updates were communicated to all as well. With the vaccinations being released, additional information was sent, and as vaccine clinic opportunities have arisen, RHA has even gone door to door to inform residents. New Board Commissioners have been introduced virtually. Employee and resident recognition events have been conducted virtually and in-person using shifts with proper social distancing. All desk-top computers have been replaced with laptops enabling more staff to work from home

**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.
- Provide mobility counseling to all applicants.
- Conduct landlord outreach in conjunction with the on-going promotion of the Housing Choice

- Voucher Program and other Voucher and Grant Programs.
- Continue to build partnerships with community agencies to provide more opportunities for our residents and participants.
- Expand our capacity for the Family Self-Sufficiency and Homeownership programs.
- Explore opportunities to develop housing that includes market-rate units.

**Achievements:** – RHA continues its commitment to assisting residents, participants, and the community we serve with their self-sufficiency goals. In FY19, Section 3 businesses earned 2.2 million dollars in contracts. 26 families completed the Family Self Sufficiency program earning over \$130,000 in combined escrow savings. 20 families became homeowners.

**GOAL SIX: Expand and create housing choice opportunities by educating, collaborating, and increasing vouchers, participants, and landlords.**

- Continue to market, educate, and recruit new landlords who want to participate in the program annually.
- 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 mobility counseling to all applicants and participants in the moving process. Identify and implement methods for pre-move and post-move services to applicants and participants.
- 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 the more frequent opening of the waiting list.

**Achievements:** RHA continues to create housing choice opportunities. From July 2020 to July 2021, RHA has seven landlord incentives available to reduce financial burdens to the landlords and increase safe, affordable housing to participants: Repayment Plan; Tenant Damage Reimbursement; Security Deposit Initiative; Lease up Bonus, Rehabilitation Cost Recovery Plan; and Lead Clearance/Mold Inspection. February 1, 2021, RHA submitted a Mobility Demonstration Grant Application to assist families with deconcentrating poverty. October 2020 RHA received 30 additional Mainstream HUD vouchers to assist families.

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

- Explore, propose, and develop a 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 the development and expansion of housing opportunities.
- Continue to evaluate current housing inventory for Rental Assistance Demonstration (RAD) eligibility. Explore programmatic homeownership 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 poverty concentration, and prevent de facto discrimination in compliance with MBE, WBE, and Section 3 Federal and RHA established policies.
- Effectively leverage RHA affiliates to partner on affordable housing development projects.
- Utilize Small Fair Market Rents, if feasible.
- Continue to work with the City and County on neighborhood planning and development initiatives.

**Achievements:** RHA continues to work with its developer partner to further the RAD pipeline projects. Federal St./Scattered Sites RAD project development was finalized with an application for LIHTC's from HCR. The application submitted in the Fall of 2020 was not awarded, so the team improved it and resubmitted it in January 2021. The next RAD project, Parliament/Luther Circle, is underway, with physical needs assessments being done. This will also be a LIHTC project. RHA is moving forward with the development of its Fernwood Parcel and has partnered with a developer to assist. Periodic meetings with the City development team continue.

**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 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.
- Utilize current technology to communicate opportunities to residents and program participants.
- Conduct resident and program participant surveys to determine needs.
- Review and update RHA's Strategic Plan. Conduct learning and training sessions with staff and residents.
- 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. Continue monthly meetings with the Resident Relations Committee with agenda items from both residents and staff.

- Develop meaningful ways to engage program participants to participate in planning sessions.
- Develop a 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 continues to utilize tools available to communicate and “get the word out” to residents, participants, and community partners. We used Robo-call, texting, email, PA systems, and/or written notices in English and Spanish and postings across the organization to inform residents, participants, employees, and community partners of new information, updates, and opportunities. RHA also kept up very well with posting things and managing its website. Even with the pandemic, we were able to train staff, and employees were able to participate in virtual training. Employee desktop computers were replaced with laptops.

**GOAL NINE: Improve employee retention and hiring practices to sustain a stable and effective workforce and minimize costs and losses in productivity.** Enhance employee professional development and training. Improve employee engagement and recognition strategy. Foster an inclusive and supportive work environment. Reevaluate RHA’s hiring practices to be more proactive.

- Work closely with the City’s Civil Service Commission to streamline the hiring process.
- Execute a talent acquisition plan that includes strategies for community outreach and recruitment of a diverse workforce.
- Reevaluate RHA’s pay structure to become more competitive in the employment market.
- Study the reasons behind employee turnover and address any concerns affecting employee turnover.
- Create an insightful program to increase morale and employee satisfaction.
- Explore the establishment of an internship program.
- Promote a continuous learning culture by delivering talent and organizational development strategies focused on motivating, engaging, and educating a high-performing workforce.
- Use a diverse array of training and learning formats to provide customized courses that focus on employee growth and future performance.
- Provide a range of management and leadership development opportunities, linked by clear career pathways and succession planning routes, to build the next generation of professional leaders.
- Create a mentorship development program.

RHA has evaluated its pay structure and has completed a salary study in March 2021. RHA is also working a strategic plan to attract and recruit a diverse workforce.

**GOAL TEN: Evaluate Rochester Housing Authority’s (RHA’s) Policies governing its operations and administration of programs.**

- Review and update RHA's Admissions and Continued Occupancy Policy (ACOP) and present to the Board of Commissioners for approval.
- Review and update RHA's Administrative Plan and present it to the Board of Commissioners for approval.
- Revise and update RHA's Procurement Policy and present to the Board of Commissioners for approval.
- Revise and update RHA's Section 3 Policy and present it to the Board of Commissioners for approval.
- Revise RHA's Emergency Preparedness Plan to include everything learned from the COVID-19 Pandemic

**Achievements:** RHA's COVID Action Plan was created in March 2020 and has been periodically revised and accepted by the Board of Commissioners. As local, state, and nationwide conditions change, RHA has updated its plan. Administrative Plan revisions were drafted, reviewed, and approved for Public Comment in April 2021. HUD issued new Section 3 requirements, and RHA put a team together to review and revise RHA's Section 3 Plan, which is in progress. Public Housing staff is reviewing the ACOP and will be presenting recommended revisions and updates to the Board.

## 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>		
<b><i>Development Name</i></b>	<b><i>Average Income as of 3/2020 - 3/2021</i></b>	<b><i>% of Development</i></b>
Atlantic Townhouses	\$30,611	128.2%
Bay-Zimmer Townhouses	\$19,511	81.7%
Fairfield Village-Luther	\$26,541	111.1%
Parkside Apartments	*converted to RAD in 2020	*

Holland Townhouses	\$25,363	106.2%
Capsule Dwellings	\$28,626	119.9%
Bronson Court	\$25,013	104.7%
Seneca Manor Townhouses	\$25,667	107.5%
Lexington Court Apartments	\$21,547	90.2%
Harriet Tubman Estates	\$21,702	90.9%
Lena Gantt Estates	\$25,440	106.5%
All Residents	\$25,002	104.7%

- (4) The majority of public housing family sites fall within HUD's 85 to 115% acceptable deconcentration range. Several sites lie outside this range, however 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 becomes 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 are updated at least 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.

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ATTACHMENT 3	
ROCHESTER HOUSING AUTHORITY	
<u>STATEMENT OF FINANCIAL RESOURCES</u>	
<b>Income (Receipts) from Public Housing</b>	
HUD Operating Funds	\$8,919,497
Tenant Rental Income	\$7,414,196
HUD Capital Funds	\$4,847,002
Investment and Other Income	\$883,488
<b>Total Public Housing Income</b>	\$22,064,183
<b>Income (Receipts) from Housing Choice Voucher and Other Tenant</b>	
<b>Based Assistance (Section 8, Mod. Rehab., Shelter + Care, etc.)</b>	
HAP	\$70,851,857
Investment & Other	\$328,512
<b>Total HCV and Other Tenant Based Funding Income</b>	\$71,180,369
<b>Combined Public Housing, HCV and</b>	
<b>Other Tenant Based Resources</b>	\$93,244,552
All other Income Sources from State and Local Programs; and	\$525,710
Non-elimination Central Office Cost Center Income	\$1,522,771
<b>Grand Total Resources available to RHA</b>	\$95,293,033
<i>NOTE: data is based on Fiscal 2020 unaudited financial statements</i>	



## 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 the 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 at 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 waitlist. 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 programs, 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 the 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 will not increase rent due to an increase in employment income until the next annual recertification. The resident has reported an increase in income within ten days of the change.
5. The minimum rent is set at \$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 2020 for the calendar year 2021 and will be reviewed for 2022 when published by HUD.
- The Board approved the proposed Fair Market Rent policy that took effect on October 1, 2014, due to new legislation approved by Congress.  
The Rochester Housing Authority amended its fair market rent policies to comply with the statutory changes contained within Public Law 113 – 76, the Fiscal Year 2014 Appropriation Act.

RHA 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.

RHA 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.
- RHA 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 instead of completing the re-examination process.

<i>Development Name</i>	<i>FAIR MARKET RENT INVENTORY</i>	<i>2019 Fair Market Rent\$</i>	<i>2020 Large Sites Gross Fair Market Rent \$</i>
<b>Atlantic Avenue</b>	One Bedroom	620	644
	Three Bedroom	969	1,001
<b>Bay-Zimmer Townhouse</b>	Two Bedrooms	778	805
	Three Bedrooms	969	1001
	Four Bedrooms	1054	1091
	Five Bedrooms	1212	1255
<b>Bond-Hamilton Townhouses</b>	Three Bedrooms	969	1001
<b>Bronson Court</b>	Two Bedrooms	778	805
	Three Bedrooms	969	1001
<b>Capsule Dwellings</b>	Three Bedrooms	969	1001
<b>Danforth East</b>	Zero Bedroom	534	558
	One Bedroom	620	644
<b>Danforth West</b>	Zero Bedroom	534	558
	One Bedroom	620	644
<b>Fairfield Village</b>	Two Bedrooms	761	778
	Three Bedrooms	954	969
<b>Federal St</b>	Two Bedrooms	778	805
	Three Bedrooms	969	1001

<i>Development Name</i>	<i>FAIR MARKET RENT INVENTORY</i>	<i>2019 Fair Market Rent \$</i>	<i>2020 Large Sites Gross Fair Market Rent \$</i>
<b>Glenwood Gardens</b>	One Bedroom	620	644
<b>Holland Townhouses</b>	Two Bedrooms	778	805
	Three Bedrooms	969	1001
	Four Bedrooms	1054	1091
<b>Hudson-Ridge Tower</b>	One Bedroom	620	644
<b>Jonathan Child Apartments</b>	One Bedroom	620	644
<b>Kennedy Tower</b>	One Bedroom	620	644
<b>Lake Tower</b>	One Bedroom	620	644
<b>Lena Gantt Estates</b>	One Bedroom	620	644
	Two Bedrooms	778	805
<b>Lexington Court</b>	One Bedroom	620	644
	Two Bedroom	778	805
<b>Parkside Apartments</b>	Two Bedrooms	778	805
	Three Bedrooms	969	1001
<b>Parliament Arms</b>	One Bedroom	620	644
	Two Bedrooms	778	805
<b>Seneca Manor Townhouses</b>	Three Bedrooms	969	1001
	Four Bedrooms	1054	1091
<b>Tubman Estates</b>	Two Bedrooms	778	805
	Three Bedrooms	969	1001
	Four Bedrooms	1054	1091
<b>University Tower</b>	Zero Bedroom	534	558
	One Bedroom	620	644

Unit #	Unit Address	Project	# Bedroom	Current FMR	Proposed Gross FMR
147A	Ackerman St	2A	2	778	805
147B	Ackerman St	2A	2	778	805
140	Adams St	10	3	969	1001
142	Adams St	10	3	969	1001
140-1/2	Adams St	10	2	778	805
142-1/2	Adams St	10	2	778	805
20	Alberta St	3	3	969	1001
22	Alberta St	3	3	969	1001
114	Aldine St	33	4	1054	1091
18	Alexander St	3	4	1054	1091
485	Alexander St #1	3	2	778	805
485	Alexander St #2	3	1	620	644
485	Alexander St #3	3	1	620	644
67	Alford St	50	4	1054	1091
67	Alphonse St	33	2	778	805
421	Alphonse St	3	5	1212	1255
61	Amsterdam St	50	3	969	1001
54	Argo Park	10	3	969	1001
56	Argo Park	10	3	969	1001
16	Arklow St	3	3	969	1001
14A	Arklow St	36	2	778	805
14B	Arklow St	36	2	778	805
873	Arnett Blvd	50	4	1054	1091
11	Asbury St	10	4	1054	1091
12	Athens St	36	4	1054	1054
4	Atkinson Court	10	2	778	805
8	Atkinson Court	10	2	778	778
12	Atkinson Court	10	4	1054	1091
16	Atkinson Court	10	3	969	1001
20	Atkinson Court	10	4	1054	1091
24	Atkinson Court	10	4	1054	1091
28	Atkinson Court	10	2	778	805
32	Atkinson Court	10	2	778	805
141	Avenue A	36	3	969	1001
143	Avenue A	36	3	996	1001
438	Avenue A	33	5	1212	1255
66	Avenue A DN	10	3	969	1001
66	Avenue A UP	10	3	996	1001
985	Avenue D	10	4	1054	1091
270	Averill Ave	33	2	778	805
272	Averill Ave	33	2	778	805
199	Avery St	55	3	969	1001
172	Baldwin St	36	4	1054	1091
164	Barberry Terr	50	3	969	1001
113	Bartlett St	10	4	1054	1091
115	Bartlett St	10	3	969	1001
117	Bartlett St	10	4	1054	1091
119	Bartlett St	10	4	1054	1091
158	Bartlett St	3	3	969	1001
665A	Bay St	33	2	778	805
665B	Bay St	33	2	778	805

Unit #	Unit Address	Project	# Bedroom	Current FMR	Proposed Gross FMR
185	Berlin St	10	3	969	1001
187	Berlin St	10	2	778	805
283	Berlin St	33	2	778	805
285	Berlin St	33	2	778	805
479	Birr St	10	4	1054	1091
505	Birr St	58	4	1054	1091
5	Bond Street	8	3	969	1001
7	Bond Street	8	3	969	1001
9	Bond Street	8	3	969	1001
11	Bond Street	8	3	969	1001
13	Bond Street	8	3	969	1001
15	Bond Street	8	3	969	1001
17	Bond Street	8	3	969	1001
19	Bond Street	8	3	969	1001
128	Bowman St	57	3	969	1001
1	Bradford St	36	3	969	1001
1-1/2	Bradford St	36	3	969	1001
624	Broad St	2A	2	778	805
626	Broad St	2A	2	778	805
194	Brooks Ave	50	3	969	1001
118	Burlington Ave	10	3	969	1001
19	Canton St	50	3	969	1001
359	Central Park	36	4	1054	1091
373	Central Park	36	3	969	1001
375	Central Park	36	3	969	1001
286	Champlain St	10	2	778	805
288	Champlain St	10	2	778	805
446	Champlain St	36	2	778	805
24	Chandler St	58	4	1054	1091
266	Chili Ave	50	3	969	1001
61	Clay Ave	55	3	969	1001
193	Clay Ave	55	3	969	1001
356	Clay Ave	50	4	1054	1091
417	Clay Ave	58	4	1054	1091
1330	Clifford Ave	58	4	1054	1091
1629	Clifford Ave	50	3	969	1001
215	Clifford Ave.	3	4	1054	1091
237	Clifford Ave.	3	3	969	1001
746	Clifford Ave.	36	3	969	1001
11	Coleman Terr	50	3	969	1001
104	Congress Ave	50	3	969	1001
140	Conkey Ave	36	3	969	1001
142	Conkey Ave	36	3	969	1001
622A	Conkey Ave	3	3	969	1001
622B	Conkey Ave	3	3	969	1001
111	Cottage Street	55	3	969	1001
18	Council St.	36	4	1054	1091
158	Curtis St	55	3	969	1001
46	Cutler St	50	4	1054	1091
131	Dakota St	50	3	969	1001
217	Dakota St	50	3	969	1001

Unit #	Unit Address	Project	# Bedroom	Current	Proposed Gross FMR
68	Danforth St.	3	4	1054	1091
24	Dejonge St.	3	4	1054	1091
39	Delamaine Drive	50	3	969	1001
39	Delmar St.	3	2	778	805
41	Delmar St.	3	2	778	805
16	Denver St	50	3	969	1001
15	Diringer Place	33	2	778	805
34	Dix St	50	3	969	1001
214	Dodge St	50	3	969	1001
15	Dorset St	55	3	969	1001
47	Dorset St	59	3	969	1001
179	Dove St	50	4	1054	1091
2252	E Main St	33	3	969	1001
1302	E Main St Dn	58	2	778	805
1302	E Main St Up	58	2	778	805
216	Edinburgh Street	8	3	969	1001
218	Edinburgh Street	8	3	969	1001
220	Edinburgh Street	8	3	969	1001
37	Eiffel Pl.	3	3	969	1001
43	Eiffel Place	33	3	969	1001
24	Elba St	3	2	778	805
26	Elba St	3	2	778	805
32	Elba St	3	2	778	805
34	Elba St	3	2	778	805
30	Ellicott Street	33	3	969	1001
25	Elmdorf Avenue	33	3	969	1001
56	Elmdorf Avenue	33	4	1054	1091
4	Elser Terrace	33	3	969	1001
13	Englert St	36	3	969	1001
14A	Englert St	33	3	969	1001
14B	Englert St	33	3	9696	1001
68	Epworth Street	8	3	969	1001
42	Essex St.	36	2	778	805
44	Essex St.	36	2	778	805
67A	Evergreen St	33	3	969	1001
67B	Evergreen St	33	3	969	1001
2	Fenwick St	3	5	1212	1255
35	Ferncliffe Dr	3	2	778	805
37	Ferncliffe Dr	3	2	778	805
41A	Ferncliffe Dr	3	1	620	644
41B	Ferncliffe Dr	3	1	620	664
59	Fillmore St	50	4	1054	1091
179	Fillmore St	55	3	969	1001
98	Fillmore Street	33	4	1054	1091
128	Fillmore Street	33	3	969	1001
130A	First St	3	2	778	805
130B	First St	3	2	778	805
45	First St.	36	3	969	1001
49	First St.	36	3	969	1001
460	Flint St	3	3	969	1001



Unit #	Unit Address	Project	# Bedroom	Current FMR	Proposed Gross FMR
35	Floerton St.	2A	3	969	1001
37	Floerton St.	2A	3	969	1001
51	Fourth St.	33	3	969	1001
308	Fourth St.	36	3	969	1001
6	Fromm Place	10	3	969	1001
8	Fromm Place	10	3	969	1001
10	Fromm Place	10	3	969	1001
12	Fromm Place	10	3	969	1001
14	Fromm Place	10	3	969	1001
16	Fromm Place	10	3	969	1001
18	Fromm Place	10	3	969	1001
20	Fromm Place	10	3	969	1001
47	Galusha St.	3	4	1054	1091
129	Garfield St	55	3	969	1001
37	Garnet St.	33	3	969	1001
54	Garson Ave.	8	3	969	1001
58	Garson Ave.	8	3	969	1001
62	Garson Ave.	8	3	969	1001
66	Garson Ave.	8	3	969	1001
406	Garson Ave.	33	2	778	805
408	Garson Ave.	33	2	778	805
671	Garson Ave.	10	2	778	805
673	Garson Ave.	10	2	778	805
659	Genesee St	3	4	1054	1091
13	Gladys St.	33	4	1054	1091
16	Glasser Street	33	4	1054	1091
101	Glendale Park	50	4	1054	1091
538	Glide St	50	3	969	1001
790	Glide St	50	3	969	1001
96	Grafton St	57	3	969	1001
17	Halford St	50	2	778	805
255	Hamilton St Dn	8	3	969	1001
255	Hamilton St Up	8	3	969	1001
1	Harris St.	10	5	1212	1255
382	Hawley Street	10	3	969	1001
384	Hawley Street	10	3	969	1001
363	Hayward Ave	36	3	969	1001
134	Hayward Avenue	2A	4	1054	1091
138	Hayward Avenue	2A	4	1054	1091
385	Hazelwood Terr	58	3	969	1001
15	Helena St.	10	4	1054	1091
237	Henrietta St	10	3	969	1001
14	Henry St.	10	3	969	1001
16	Henry St.	10	3	969	1001
18	Henry St.	10	3	969	1001
20	Henry St.	10	3	969	1001
14-1/2	Henry St.	10	3	969	1001
18-1/2	Henry St.	10	3	969	1001
233	Herald St	55	3	969	1001

Unit #	Unit Address	Project	# Bedroom	Current FMR	Proposed Gross FMR
134	High St	50	3	969	1001
118	Hobart St	58	4	1054	1091
98	Hobart Street	10	4	1054	1091
246	Holland St	58	2	778	805
250	Holland St	58	2	778	805
1	Hollister St.	10	3	969	1001
1	Hollister St.	10	3	969	1001
5	Hollister St.	10	3	969	1001
7	Hollister St.	10	3	969	1001
9	Hollister St.	10	3	969	1001
30	Hollister St.	36	3	969	1001
32	Hollister St.	36	3	969	1001
5-1/2	Hollister St.	10	3	969	1001
609	Humboldt St	33	3	969	1001
53	Irondequoit St.	3	3	969	1001
37	Iroquois St.	50	3	969	1001
35	Isabelle St	59	3	969	1001
188	Jefferson Avenue	10	3	969	1001
200	Jefferson Avenue	10	3	969	1001
31	Jerold St	55	4	1054	1091
51	Jerold St	58	2	778	805
53	Jerold St	58	2	778	805
98	Jones Ave. #1	3	1	620	644
98	Jones Ave. #2	3	2	778	805
98	Jones Ave. #3	3	1	620	644
98	Jones Ave. #4	3	1	620	644
47-A	Judson Street	8	3	969	1001
47-B	Judson Street	8	3	969	1001
156	Kenwood Avenue	10	2	778	805
158	Kenwood Avenue	10	2	778	805
21	Kirkland Rd	3	3	969	1001
25	Kirkland Rd	3	3	969	1001
37	Kirkland Rd.	3	3	969	1001
356	LaGrange Ave	50	4	1054	1091
66	Lang St.	33	2	778	805
68	Lang St.	33	2	778	805
82	Lansdale Street	10	3	969	1001
46	Laser St	58	3	969	1001
69	Lenox St.	36	4	1054	1091
593	Lexington Ave.	2A	2	778	805
595	Lexington Ave.	2A	2	778	805
244	Lincoln Ave	50	3	969	1001
287	Lincoln Ave	50	3	969	1001
33	Lincoln St.	2A	3	969	1001
39	Lincoln St.	2A	3	969	1001
54	Lincoln St.	10	2	778	805
8	Lochner Place	33	2	778	805
201	Longview Terr	55	3	969	1001
60	Lozier St	3	3	969	1001

Unit #	Unit Address	Project	# Bedroom	Current FMR	Proposed Gross FMR
1	Luther Circle	10	3	969	1001
3	Luther Circle	10	3	969	1001
5	Luther Circle	10	2	778	805
7	Luther Circle	10	2	778	805
26	Luther Circle	10	2	778	805
30	Luther Circle	10	2	778	805
34	Luther Circle	10	2	778	805
38	Luther Circle	10	3	969	1001
42	Luther Circle	10	3	969	1001
105	Lux St	55	3	969	1001
363	Lyceum Street	10	3	969	1001
519	Magee Ave	58	4	1054	1091
55	Magnolia St	3	2	778	805
57	Magnolia St	3	2	778	805
95	Manchester St	55	3	969	1001
1083	Maple St	58	2	778	805
7 (27)	McFarlin St.	2A	3	969	1001
9 (29)	McFarlin St.	2A	3	969	1001
510	Melville St	50	3	969	1001
184	Melville St.	10	3	969	1001
102	Melville Street	33	4	1054	1091
58	Merrimac St.	10	3	969	1001
60	Merrimac St.	10	3	969	1001
62	Merrimac St.	10	3	969	1001
64	Merrimac St.	10	3	969	1001
66	Merrimac St.	10	3	969	1001
160	Merriman St	10	5	1212	1255
60	Michigan St	55	3	969	1001
14	Miller St.	3	3	969	1001
155	Milton St	55	3	969	1001
223	Mohawk Street	33	3	969	1001
28	Moulson St	55	3	969	1001
751	N Goodman St	3	3	969	1001
375	N LeMoyne Ave	55	3	969	1001
176	N Union St	36	4	1054	1091
162A	N Union St	36	3	969	1001
162B	N Union St	36	2	778	805
182A	N Union St	3	3	969	1001
182B	N Union St	3	2	778	805
22	Nelson St	58	3	969	1001
28	Nichols Street	33	3	969	1001
59	Normandy Ave	58	4	1054	1091
25	Norris Drive	10	3	969	1001
27	Norris Drive	10	2	778	805
29	Norris Drive	10	3	969	1001
53	Northview Terr	50	3	969	1001
74	Northview Terr	55	3	969	1001
763	Norton St.	36	3	969	1001
765	Norton St.	36	3	9696	1001
1111	Norton St.	2A	3	969	1001
1113	Norton St.	2A	3	969	1001

Unit #	Unit Address	Project	# Bedroom	Current FMR	Proposed Gross FMR
36	Ohio St.	3	3	969	1001
62	OK Terrace	2A	4	1054	1091
66	OK Terrace	2A	4	1054	1091
43	Peck St.	3	5	1212	1255
17	Planet Street	55	3	969	1001
121	Portage St	55	3	969	1001
125	Portage St	50	3	969	1001
119	Post Ave	58	3	969	1001
220A	Rauber St	3	2	778	805
220B	Rauber St	3	2	778	805
45	Reliance St	50	3	969	1001
162	Reynolds St	3	3	969	1001
195	Reynolds Street	10	4	1054	1091
259	Reynolds Street	10	4	1054	1091
261	Reynolds Street	10	4	1054	1091
265	Richard St	33	4	1054	1091
904	Ridgeway Ave	50	4	1054	1091
25	Rockland Park	10	3	969	1001
13	Rodenbeck Place	10	2	778	805
14	Rodenbeck Place	33	3	969	1001
168	Rohr St	36	3	969	1001
170	Rohr St	36	3	969	1001
205A	Rohr St	36	2	778	805
205B	Rohr St	36	2	778	805
46	Rosemary Dr	50	3	969	1001
289	Roslyn Street	33	3	969	1001
83	Roycroft Dr	50	3	969	1001
111	Rugby Avenue	33	3	969	1001
573	S Goodman St	3	4	1054	1091
1131	S Plymouth Ave	50	3	969	1001
1133	S Plymouth Ave	50	3	969	1001
40	Salina St	50	4	1054	1091
136	Salina St	58	2	778	805
138	Salina St	58	2	778	805
144	Salina St	58	2	778	805
146	Salina St	58	2	778	805
29	Santee St.	36	3	969	1001
31	Santee St.	36	3	969	1001
76	Sawyer St	55	3	969	1001
535	Sawyer St	50	3	969	1001
55	Sawyer Street	33	3	969	1001
96	Sawyer Street	10	3	969	1001
235	Sawyer Street	33	3	969	1001
214	Selye Terr	55	3	969	1001
441	Selye Terr	55	3	969	1001
156	Seventh St.	36	3	969	1001
817	Seward St	50	3	969	1001
878	Seward St	3	3	969	1001
513	Seward Street	10	3	969	1001
519	Seward Street	10	3	969	1001

Unit #	Unit Address	Project	# Bedroom	Current FMR	Proposed Gross FMR
734	Seward Street	10	3	969	1001
785	Seward Street	10	2	778	805
787	Seward Street	10	2	778	805
78	Shelter St.	36	2	778	805
82	Shelter St.	36	2	778	805
139	Shelter Street	10	2	778	805
141	Shelter Street	10	2	778	805
72	Shepard St	10	4	1054	1091
265	Sixth St	50	3	969	1001
125	Sixth St.	36	4	1054	1091
408	Sixth St.	3	3	969	1001
84	Somerset St	50	3	969	1001
8	Somerset St.	3	3	969	1001
31	Somerset St.	3	5	1212	1255
264	St Casimir St	50	3	969	1001
8	St. Jacob St.	36	4	1054	1091
14	Stanley St.	36	3	969	1001
15	Stanley St.	36	3	969	1001
57	Stanton Street	10	3	969	1001
31	Stunz St.	33	3	969	1001
121	Sunset St	50	3	969	1001
43	Teralta St	50	3	969	1001
162A	Third St	3	3	969	1001
162B	Third St	3	3	969	1001
3	Thomas St.	10	3	969	1001
3A	Thomas St.	10	3	969	1001
1	Thomas Street	10	3	969	1001
1A	Thomas Street	10	3	969	1001
292-296	Tremont St 1	10	4	1054	1091
292-296	Tremont St 2	10	4	1054	1091
292-296	Tremont St 3	10	4	1054	1091
292-296	Tremont St 4	10	4	1054	1091
292-296	Tremont St 5	10	4	1054	1091
292-296	Tremont St 6	10	4	1054	1091
182	Troup Street	10	2	778	805
184	Troup Street	10	2	778	805
186	Troup Street	10	3	969	1001
217	Troup Street	10	3	969	1001
219	Troup Street	10	3	969	1001
221	Troup Street	10	3	969	1001
223	Troup Street	10	3	969	1001
322	Troup Street	10	3	969	1001
324	Troup Street	10	3	969	1001
326	Troup Street	10	3	969	1001
328	Troup Street	10	3	969	1001
329	Troup Street	10	4	1054	1091
381	Troup Street	10	4	1054	1091
383	Troup Street	10	4	1054	1091

Unit #	Unit Address	Project	# Bedroom	Current FMR	Proposed Gross FMR
18	Truesdale St	56	3	969	1001
9	Veteran St.	2A	4	1054	1091
11	Veteran St.	2A	4	1054	1091
100	Villa St	50	3	969	1001
394	Waring Rd.	2A	4	1054	1091
396	Waring Rd.	2A	4	1054	1091
44	Warsaw St	58	2	778	805
29	Watkins Terrace	10	4	1054	1091
20	Waverly Place	10	3	969	1001
22	Waverly Place	10	3	969	1001
24	Waverly Place	10	3	969	1001
312	Webster Ave.	10	3	969	1001
314	Webster Ave.	10	3	969	1001
316	Webster Ave.	10	3	969	1001
123	Weeger St.	36	2	778	805
24	Weld St	2A	3	969	1001
26	Weld St	2A	3	969	1001
109	Weld St	36	4	1054	1091
64A	Weld St	3	2	778	805
64B	Weld St	3	3	969	1001
76A	Weld St	36	2	778	805
76B	Weld St	36	2	778	805
70	Wellington Ave	58	2	778	805
72	Wellington Ave	58	2	778	805
99	Wellington Ave	3	4	1054	1091
261	West Ave.	3	3	969	1001
127	Weyl St.	36	3	969	1001
597	Wilkins St	50	3	969	1001
347	Wilkins St.	10	3	969	1001
347-1/2	Wilkins St.	10	3	969	1001
59	Wilton Terr	50	3	969	1001
190	Winterroth St	50	3	969	1001
293	Wisconsin St	55	3	969	1001
34	Wolfert Terr	55	3	969	1001
76	Woodlawn St	36	2	778	805
78	Woodlawn St	36	2	778	805
51	Woodward St.	36	2	778	805
51-1/2	Woodward St.	36	2	778	805
134A	York St	36	2	778	805
134B	York St	36	2	778	805
5	Zimmer St	56	3	969	1001
7	Zimmer St	56	3	969	1001
13	Zimmer St	56	3	969	1001
15	Zimmer St	56	3	969	1001
21	Zimmer St	56	3	969	1001
23	Zimmer St	56	3	969	1001

## 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
- Homeownership Plan
- Family Self Sufficiency (FSS) Action Plan
- Grievance Procedure
- Procurement Policy
- Personnel Policy
- Section 3 Plan

Copies of these policies are available at **675 West Main Street, Rochester, New York 14611**. The Rochester Housing Authority operates the following programs:

Program	Brief Description
Public Housing	2244 units of Public Housing owned by RHA.
Housing Choice Voucher*	10,236 Section 8 vouchers are available through RHA. The HCV program provides rental assistance on behalf of participants in the private
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 families through this program.
Comp Grant/Capital Fund	Funds for addressing capital needs improvements to Public Housing sites, buildings, systems, and units.
Moderate Rehabilitation / Single Room Occupancy	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	A program that assists Public Housing residents in becoming self-sufficient
Family Self-Sufficiency	A program that assists RHA residents Participants in becoming self-sufficient.
Elderly Service	Assists elderly residents that are aging in place.
ROSS Services Coordinators	Coordination of support services to assist residents in becoming self-sufficient.

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

* Voucher Type	Description
Tenant-Based Vouchers	The subsidy is issued to the participant. Assistance can be used on any qualifying and approved the rental unit.
Project-Based Vouchers	The 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 or PBRA.
Enhanced Vouchers	Vouchers to tenants living in a housing development 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 into the Rochester community.

**RHA's Housing Choice Voucher and other Rental Assistance Programs Utilization (as of 3/30/2021):**

Program	Allocation	Leased Units	0/1 BR	2 BR	3 BR	4 BR	5BR+
Housing Choice Vouchers	9,809	9,162	3,785	2311	2495	591	68
RHA Portable Vouchers living outside of Rochester	93	93	48	12	19	3	0
Moderate Rehab	38	32	32	0	0	0	0
Permanent Supportive Housing	248	244	196	73	33	2	0
TOTALS	10,236	9,668	4,061	2396	2547	596	68



### Listing of RHA's Public Housing inventory

AMP	Development	Studio	1bdrm	2bdrm	3bdrm	4bdrm	5bdrm	Development Total	AMP Totals
112	Glenwood	-	124	-	-	-	-	124	240
	Jones Ave	-	3	1	-	-	-	4	
	Lexington Court	-	57	55	-	-	-	112	
113	Lake Tower	-	208	-	-	-	-	208	341
	Harriett Tubman	-	-	68	51	14	-	133	
222	Danforth Tower West	16	82	-	-	-	-	98	305
	Danforth Tower East	18	79	-	-	-	-	97	
	Jonathan Child	-	30	-	-	-	-	30	
	Kennedy Tower	-	80	-	-	-	-	80	
334	Atlantic TH	-	12	-	12	-	-	24	234
	Bronson Court	-	-	20	19	-	-	39	
	Luther Circle	-	-	33	12	-	-	45	
	University Tower	50	76	-	-	-	-	126	
361	Capsule	-	-	-	16	-	-	16	241
	Scattered Sites Z-1	-	-	5	24	10	-	39	
	Scattered Sites Z-2	-	2	16	21	14	2	55	
	Scattered Sites Z-3	-	-	34	72	24	1	131	
442	Parliament Arms	-	32	20	-	-	-	52	492
	Hudson Ridge Tower	-	318	-	-	-	-	318	
	Seneca Manor TH	-	-	-	52	26	-	78	
	Bay-Zimmer	-	-	16	16	10	2	44	
554	Holland TH	-	-	26	36	10	-	72	172
	Lena Gantt	-	70	30	-	-	-	100	
562	Scattered Sites Z-4	-	-	5	34	8	2	49	219
	Scattered Sites Z-5	-	2	36	97	17	2	154	
	Federal Street	-	-	10	6	-	-	16	
RHA Total		91	1176	382	472	133	9	2263	2244

\*Number of units were changed due to RAD Conversion unit being removed. Count all units (on or offline).

## **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.

The U.S. Department of Housing and Urban Development's (HUD) final rule to restrict smoking in public housing went into effect on February 2, 2017. This rule requires public housing agencies (PHAs) administering public housing to adopt a smoke-free policy by July 30<sup>th</sup>, 2018, which is 18 months from the effective date of the final rule. The policy must prohibit the use of "prohibited tobacco products" in all indoor areas, including individual living units, common areas, administrative office buildings, and outdoor areas within 25 feet of those areas.

The rule prohibits smoking in all outdoor areas within 25 feet of housing and administrative office buildings or the PHA's property boundary in situations where the boundary is less than 25 feet. This 25-foot perimeter includes balconies, porches, decks, and any other outdoor space within 25 feet. Any RHA designated smoking areas will be located outside the 25-foot buffer zone. Due to COVID restrictions, residents are also reminded of social distance when in designated smoking areas.

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

## ATTACHMENT 6

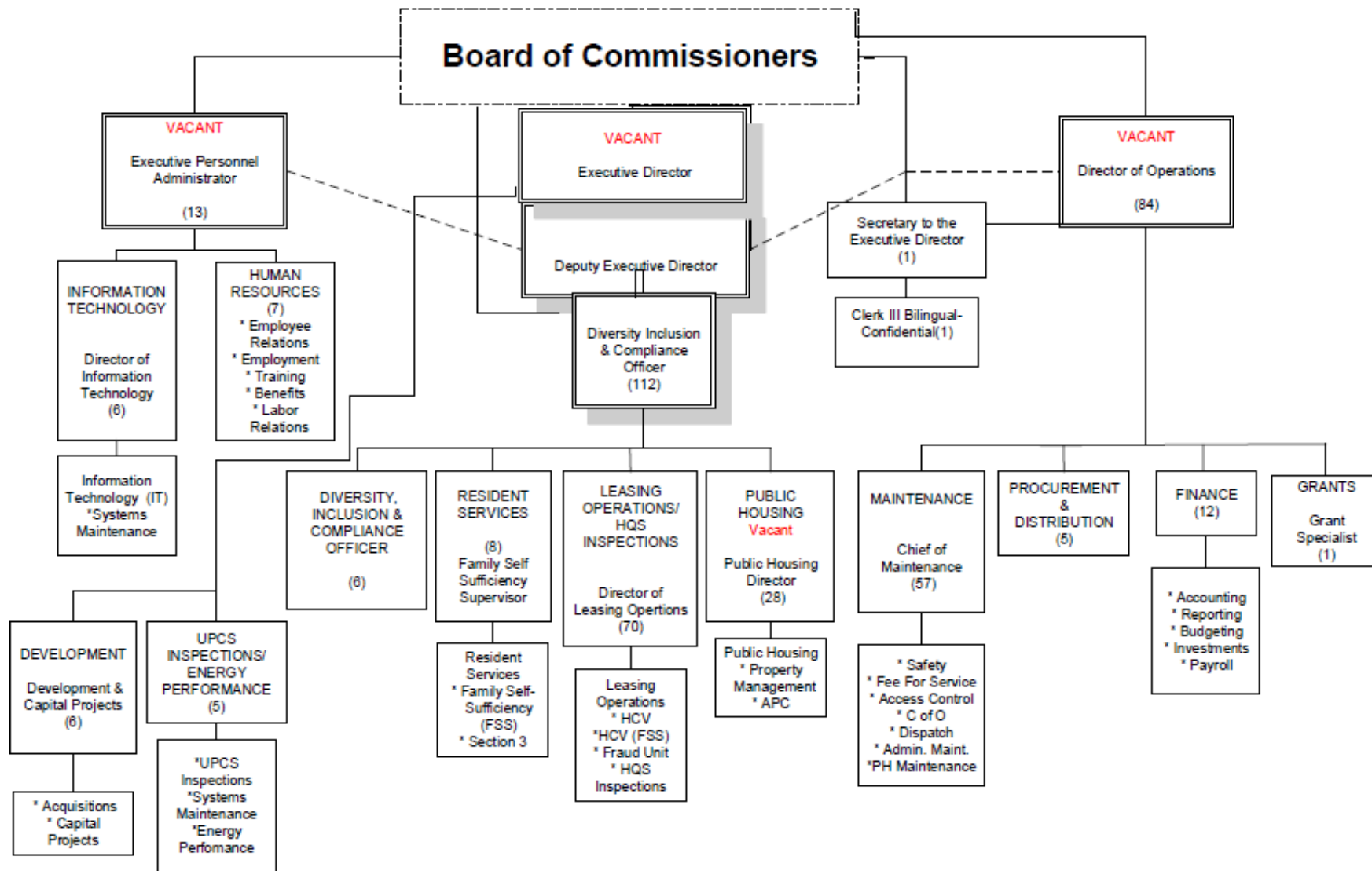
### **Rochester Housing Authority – Grievance Procedure**

The RHA Board of Commissioners reviewed and approved the revised Grievance Procedure for Public Housing after a comprehensive review of the document by Compliance staff. To comply with limited group-size, social distancing requirements, and **PIH Notice 2020-32**, informal hearings will be conducted remotely, using the online video conferencing service provider: Skype, Zoom, Teams, or via telephone. Requests from a resident will be afforded a hearing through the platforms Zoom, Teams, or other video platforms deemed by the Rochester Housing Authority (RHA). Telephone hearings will be conducted through an 800-toll free number provided by RHA. Hearings held by computer, smartphone, or similar device will require the participant to have access to the Zoom, Teams, or whichever video conferencing platform software application deemed by RHA. This document is available to the public at RHA's administrative offices at 675 West Main Street. The Admissions and Continued Occupancy Policies will be revised to reflect the changes. RHA will make every effort to accommodate a resident's request for a hearing.

The RHA Board of Commissioners reviewed and approved the revised Grievance Procedure for Leasing Operations Voucher Programs HCV, PBV, and Permanent Supportive Housing (Shelter Plus Care), after a comprehensive review of the document by the Compliance staff. To comply with limited group-size and social distancing requirements and **PIH Notice 2020-32**, informal hearings will be conducted remotely, using the online video conferencing service provider: Skype, Zoom, Teams, or via telephone. Requests from the participant will be afforded a hearing through the platform Zoom, Teams, or other video platform deemed by the Rochester Housing Authority (RHA). Telephone hearings will be conducted through an 800-toll free number provided by RHA. Hearings held by computer, smartphone, or similar device will require the participant to have access to the Zoom, Teams, or whichever video conferencing platform software application deemed by RHA. The Leasing Operations Department Grievance Procedures are detailed in the RHA Administrative Plan. This document is available to the public at RHA's administrative offices at 675 West Main Street.

# Rochester Housing Authority

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

10/27/2020

## ATTACHMENT 7

### Rochester Housing Authority – Designated Housing

The Rochester Housing Authority's Designated Housing Plan was approved by HUD in 2018 for two years, and RHA will be re-applying in December 2020.

The following locations are eligible for the elderly only:

AMP	PROJECT #	NUMBER OF UNITS	PROPERTY
222	02	97	Danforth Tower East
222	02	98	Danforth Tower West
112	15	124	Glenwood Gardens
442	18a	318	Hudson-Ridge Tower
222	39	30	Jonathan Child Apartments
222	01	80	Kennedy Tower
442	07	52	Parliament Arms Apartments

The following locations are eligible for elderly, near-elderly, and disabled families:

334	02	20	Atlantic Avenue (one-bedroom units)
334	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 need's 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 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 consists 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 financial counseling, building escrow savings accounts, linking them with local grant opportunities and other local homeownership programs.

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 a satisfaction of their community service requirement.

The Housing Authority administers 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
- FAFSA Fest
- Scholarship Informational Sessions

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 [24 CFR 960.603(a)] must:

- 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 maybe 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 the 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, workfare, 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 for 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-month 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 non-compliant resident no longer resides in the unit. Such written work-out agreement must include the means through which a non-compliant 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 ten business days from the date of the notice of non-compliance 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 ten business day timeframe, RHA will terminate the 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 – Public Safety and 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.

This contract intends 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 sought 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.

In March 2020, RHA implemented additional security coverage at all of its high-rises due to the pandemic and visitor restrictions put in place. The additional coverage will continue until RHA deems it safe, based on local health department guidance, for residents to have visitors.

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

A.P. Safety and Security Corporation will perform services for RHA coordinated by the Office of Compliance, Diversity, Inclusion, and Public Safety. The Office of Public Safety's efforts is 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, residents must 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.

At the beginning of the pandemic, AP Safety and Security was contracted to perform 4/coverage at all RHA high-rises

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

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 secure and respond 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. Patrol Supervisor attends the Police Citizen Interaction Committee monthly meetings. Such interactions with residents are important in determining whether the security needs of residents are being addressed.

### **Specialized Security and 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 if a situation warrants.

### **Safety and Security**

The Compliance, Diversity, and Inclusion Officer is responsible for directing and coordinating all of RHA's safety programs. The CDI Officer meets regularly 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. In addition, the Security Consultant is 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 that are currently on hold due to the current Pandemic. Two of the programs are 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.

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

### **Rochester Housing Authority – PROPOSED Assistance/Companion Animal Policy**

The RHA pet policy was last updated in 2008. This policy allows for one pet per household in elderly/disabled locations with a deposit required of \$100.00 and/or one 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 any 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 and will follow the Proposed Assistance/Companion Animal Policy requiring tenants to maintain their units and associated facilities in a decent, safe, and sanitary manner and 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

### **Rochester Housing Authority – PROPOSED Assistance/Companion Animal Policy**

#### **Assistance Animal Rules**

The term "Assistance Animal" refers to service animals, therapy animals, emotional support animals, and companion animals.

Management has established the Assistance Animal Rules to ensure that the property is maintained in a decent, safe, and sanitary manner and that all residents can live in peace and quiet comfort. The rules are applicable to residents who have been granted a reasonable accommodation request to house an assistance animal. Processing a request for an assistance animal is done in accordance with the RHA's reasonable accommodation and modification policy.

- A. Before an assistance animal is permitted to live in the apartment, Management must verify the disability and/or need for an assistance animal. If the disability is not obvious or previously known, Management will verify, with a licensed medical professional, that there is both the presence of a disability and the need for an assistance animal.
- B. When the disability must be verified, the Management will request the following information:
  - a. the provider's professional opinion that the condition qualifies as a disability under

federal law,

- b. the provider's opinion that the assistance animal has been prescribed for treatment purposes and is necessary to help alleviate symptoms associated with the person's condition and/or to help the person use and enjoy the property and its services; and
  - c. the provider's description of what service(s) the animal will provide.
- C. Management will process the request as quickly as possible and will respond, in writing or in an equally effective manner if necessary, within ten (10) business days after receiving all documentation from the resident and/or the verification source. If the request for the assistance animal is denied, the resident has the right to request an appeal meeting. The request must be made within ten (10) business days of the date of the notification of denial. If requested by the resident or his/her representative, the meeting will be conducted by a person who was not involved in the original decision to deny.
- D. The resident is not required to pay a pet deposit for the assistance animal since it is not considered a "pet." However, the resident is solely responsible for any damage to persons or property caused by his/her animal and for cleaning, fumigation, deodorizing, and emergency kenneling required because of the animal. These charges may be assessed at any time and are due within thirty (30) calendar days.
  - a. Expenses incurred for the upkeep of the animal that is considered a medical expense for those families who qualify for such a deduction. Such expenses include but are not limited to grooming, food, and veterinary care. Toys, treats, clothes, etc., are considered optional items and are not included as a medical expense. In accordance with federal requirements, Management will make the final determination regarding reasonable expenses
- E. The animal must be registered with the Management Office before it is permitted to live in the apartment and annually thereafter. To register the animal, the resident must provide the following:
  - a. Information sufficient to identify the animal.
  - b. A certificate and rabies vaccination tag as proof that the animal has up-to-date rabies vaccinations or a certificate of exemption from rabies vaccinations from a licensed veterinarian who has determined that the vaccination will adversely affect the animal's health (required by New York State law).
  - c. For dogs four months of age or older, license tags (required by New York State law).
  - d. The name, address, and phone number of at least two (2) responsible parties who will serve as alternate caretakers for the animal if the resident is

hospitalized, dies, is incapacitated, is incarcerated, or is otherwise unable to care for the animal.

- F. Management reserves the right to prohibit any animal from living in the apartment if Management has documented information that indicates:
- a. Based on the resident's habits and practices, the resident will be unable to keep the animal in compliance with the rules and/or another lease requirement.
  - b. The animal poses a threat to the health or safety of other residents, guests, vendors, service providers, or property staff.
  - c. The animal would interfere with other residents' peaceful enjoyment of the property.
  - d. The presence of the animal would change the nature of the program or cause an undue financial and administrative burden. The resident has a history of animal neglect or abuse.
  - e. The resident will receive a notification if Management intends to prohibit the animal from living in the apartment. The notice shall state the basis for the action and shall be served on the resident. If it is discovered that there is an animal in the apartment without prior approval, the resident will be notified that the animal must be removed within seventy-two (72) hours. If the resident does not remove the animal as required, Management reserves the right to contact animal control to remove the animal. Any costs associated with the removal of the animal are the responsibility of the resident. Management is not responsible for the health or well-being of the animal in such circumstances.
- G. The resident must use the area Management has designated for animal exercise and the deposit of animal waste and must not permit his/her animal to deposit waste outside that area. Any instances where urine and/or feces are deposited in other areas will be considered the damage to the property. The resident must remove and properly dispose of all removable animal waste. The resident may be charged a waste removal fee of up to \$5.00 per occurrence for failure to comply with these requirements.
- H. Products that are commonly used to housetrain the animal must be disposed of daily. These items must be "double-bagged" using sealable plastic bags before they may be placed in the trash.
- I. The resident must change kitty litter and/or clean cages and other enclosures at least once per week.
- J. The resident may be required to remove the animal from the property if the presence of the animal or actions of the owner causes unsanitary conditions in the apartment or any common area of the building and grounds



- K. The resident is solely responsible for any damage to persons or property caused by his/her animal and for cleaning, fumigation, deodorizing, and emergency kenneling required because of the animal. These charges may be assessed at any time and are due within thirty (30) calendar days.
- L. The animal must wear a rabies vaccination tag. If it is discovered that the animal does not have a rabies vaccination, the resident will have ten (10) business days to remedy the situation or remove the animal.
- M. All dogs over the age of four (4) months must be licensed and wear license tags at all times. If the dog does not have the required license tags, the resident will have ten (10) business days to remedy the situation or remove the animal.
- N. The resident is responsible for the proper care of the animal.
  - a. If the resident's animal is ill or in poor health, it must not be taken into common areas of the building. And, depending on the nature of the illness, the resident may be required to remove the animal from the premises.
  - b. Residents who dispose of medications and/or use needles to give medicine to their animals must follow proper disposal guidelines
  - c. Crates and cages must be kept in a decent, safe, and sanitary manner and must be of the appropriate size for the animal.
  - d. Animals are not permitted to be "penned" or "caged" on balconies or patios (if applicable) during the night or while the resident is away from the apartment. No screening, fencing, etc., may be added to any area on the property grounds. Animals must not be leashed or tied to any interior or exterior building fixture at any time.
  - e. Dogs and cats must be boarded off the premises whenever the resident is going to be absent for a period longer than twenty-four (24) hours. In certain circumstances, Management may allow the animal to be attended to by other individuals in the resident's apartment. However, Management will not accept responsibility for providing these individuals access to the apartment. If any animal is found unattended more than the twenty-four (24) hour period, Management will contact the alternate caretaker listed in the animal's registration and require them to remove the animal. If the alternate caretaker cannot be reached or cannot or will not assume immediate responsibility for the animal.
  - f. Management reserves the right to contact animal control to remove the animal. Management will also contact the alternate caretaker listed in the animal's registration and require them to remove the animal if the resident is the sole household member and is unable, for any reason, to take care of the animal or has died, been incarcerated, been hospitalized, or has abandoned the apartment. Management is not responsible for the health or well-being of the animal, and any costs associated with the removal of the animal are the responsibility of the resident (or the resident's estate) in such circumstances.

- O. Cruelty to animals in any form is an offense punishable by imprisonment, fine, or both. Cruelty directed toward animals, if witnessed, should be immediately reported to Management, police, or local animal control. In addition, animals involved in gaming (cockfighting, dogfights, etc.) are victims of abuse, and local animal control agencies and law enforcement (as appropriate) will be contacted to investigate any suspected instances of gaming and/or other abuse.
- P. The animal must always be under the control of a responsible adult.
- The animal must not be allowed outside the apartment unattended.
  - Dogs must be on a leash no longer than three (3) feet, and cats must be created (if appropriate for the animal) while outside of the confines of the resident's apartment.
  - The animal may not prevent other residents from the peaceful enjoyment of the property. The resident agrees to immediately remove the animal if its behavior is unruly or disruptive (i.e., barking, growling, running around, or making noise that would disturb other residents). The resident must take proper steps to restrain the animal. No animal that bites, attacks, or demonstrates other aggressive behavior towards humans or other animals may be kept on the premises.
  - The animal must not be allowed to jump on, impede or otherwise limit any property staff, vendor, resident, or guest's use of the property.
  - NOTE: Management may order the removal of the animal from the premises if the animal is out of control and the animal's handler does not take effective action to control it, or the animal's behavior poses a direct threat to the health and safety of others. Upon notice, if the resident fails to remove the animal, Management reserves the right to contact a local animal control organization to have them remove the animal. Management is not responsible for the care or return of the animal in these circumstances.
- Q. If the resident has violated assistance, animal rule Management may serve a written notice of the violation to the resident. The notice will contain a description of the rule(s) alleged to have been violated and a brief factual statement of how the violation was determined.
- The resident will have ten (10) calendar days from the effective date of service of the notice to correct the alleged violation or to make a written request for a meeting to discuss it. If the resident makes a timely request for a meeting to discuss an alleged rule violation, Management will establish a mutually agreeable time and place for the meeting. The resident's failure to request a meeting or appear at a requested meeting may result in the termination of tenancy.
  - The meeting will take place no more than fourteen (14) calendar days from the effective date of the notice unless Management agrees to a later date. The

- resident is entitled to be accompanied by another person of his/her choosing at the meeting. Persons with disabilities have the right to request reasonable accommodations to participate in the meeting.
- c. As a result of the meeting, Management may give the resident additional time to correct the violation.
  - d. Management will issue a notice for the removal of the animal if the resident and Management are unable to resolve the violation at the meeting or it is determined that the resident has failed to correct the violation. If the resident does not remove the animal or correct the violation within the applicable time, Management may terminate tenancy terms of the lease and applicable regulations. Management may initiate these procedures at any time in accordance with the provision of applicable state or local laws.
- R. Requirements for Staff, Residents, and Other Members of the Community in Relation to Assistance Animals:
- a. Do not touch or pet an assistance animal unless invited to do so.
  - b. Do not feed an assistance animal.
  - c. Do not deliberately startle an assistance animal.
  - d. Do not separate or attempt to separate an owner from his or her assistance animal.
  - e. Do not inquire for details about a person's disabilities. The nature of a person's disability is a private matter.
  - f. Management may prohibit pets and/or assistance animals in certain locations due to health and safety restrictions.

# ATTACHMENT 11

## **Certifications of Compliance with PHA Plans and Related Regulations (Standard, Troubled, HCV-Only, and High Performer PHAs)**

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

### **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 \_\_\_ Annual PHA Plan for the PHA fiscal year beginning October 1, 2021, 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 2021 - 2022

☐ 5-Year PHA Plan for Fiscal Years

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

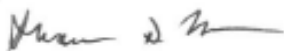
Title

Shawn D. Burr

Executive Director

Signature

Date



03/30/2021

## ATTACHMENT 12

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

The Rochester Housing Authority Audit for Fiscal Year 2020-2021 will be submitted to the Department of Housing and Urban Development in June 2022. Once HUD approved the audited Financials, they will be available upon request.

DRAFT

# ATTACHMENT 13

## Rochester Housing Authority – Statement of Asset Management

The goal of Asset Management is to provide cost-efficient, 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's 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 the 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 has 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 is below the were well within the 50 to 1 (units to the employee) HUD recommended ratio due to a shortage of staff. 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	AMOUNTS PUM
Public Housing Management Fees	2,241	\$62.18
Public Housing Bookkeeping Fee	2,241	\$7.50
Public Housing Asset Management Fee	2,241	\$10.00
Section 8 Bookkeeping Fee	9,809	\$7.50
Section 8 Administrative Fee	9,809	\$12.00



## 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 them 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 five years are 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 permitted for any one of the following reasons:

- 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.
- leasing the development to another entity, or transferring the title of the development via a sales contract,
- 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 developed and implemented a Homeownership plan to reinvigorate a more robust homeownership program, increase the number of homeownership voucher holders, and implement a Section 32 Homeownership plan. Residents were surveyed in 2017 and 2018 for interest in purchasing RHA Public Housing units. Families who responded to the survey are assigned a ROSS coordinator who will create an Individualized Training and Implementation Plan (ITSP) for homeownership. 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. RHA is in the process of preparing several dwellings that have been identified as future homeownership opportunities. RHA will prepare and submit appropriate applications to HUD and submit to the Special Applications Center (SAC).

# 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 allows 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.

RHA received a Commitment to enter into a Housing Assistance Payment (CHAP) from HUD for the conversion of Parkside Apartments. The property was converted in mid- 2020. The property is owned and managed by RHA (through a property management agreement). RHA's instrumentality, Parkside Apartments I, LLC, is the signatory for the HAP contract with HUD. Several resident meetings were held where residents were informed of their rights, and the staff was available to answer questions.

RHA continues to examine its public housing units and development portfolio to determine if other developments would benefit from a RAD conversion.

RHA is working on refining the RAD application for the Federal Street Townhouses, which includes surrounding scattered-site buildings. The plan is to demolish the structures at Federal Street and build new units. The scattered sites have been evaluated (by an independent consultant) to determine the extent of rehabilitation necessary to meet the needs of our families. Some of the scattered site units will be demolished and a new constructed unit will take its place. RHA has received necessary approvals from the City of Rochester in accordance with Zoning codes. RHA has submitted several applications for funding for the project, including a 9% LIHTC application with NYSHCR. RHA has held additional residential meetings as the process moves forward utilizing COVID-19 safe practices and HUD-approved remote methods. If awarded the LIHTC's, RHA plans to begin construction in 2021, following the HUD RAD process.

### 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. i May 2012, the Board of Commissioners approved an additional ten vouchers bringing the total to 110. RHA's Admin Plan, revised in 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 of 190 closings. RHA partners with local agencies to assist families in achieving their homeownership goals. 18 families closed on homes in 2018, 24 families closed in 2019 and 20 families closed in 2020. RHA is 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 and implemented a homeownership plan that includes Section 32 Homeownership. This comprehensive plan outlines the requirements and guidelines of the program. Currently, RHA has 7 Public Housing residents who are eligible to own their home. RHA has performed physical needs assessments on each of the seven homes and identified repairs are complete. RHA is in the process of completing the Special Applications Center (SAC) application. 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.

Residents were surveyed in 2017, 2018 and 2021 for interest in purchasing RHA Public Housing units. Families who responded to the survey are assigned a ROSS coordinator who will create an Individualized Training and Implementation Plan (ITSP) for homeownership. 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 the 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 Project Planning Committee, to identify priorities and monitor the 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*.

## 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 2034 Comprehensive Plan, Monroe County 2020-2024 Strategic Plan, and the 2020 Annual Plan. It shows there is a need for additional affordable housing resources in our city and county and an increase in household income. Also included are data and related tables that provide an analysis of RHA's waiting lists.

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. 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 (2021), RHA expects to receive \$88,392,000 for our existing programs. These resources are used to house people and continue to improve the quality of the existing housing stock. Certain other opportunities and resources may change over the coming year if there are program changes beyond our control.

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.

ANALYSIS OF THE PUBLIC HOUSING WAITING LIST-  
3/22/2021

<u>Total Number of Families on the Waiting List</u>	5,361	
Bedroom Breakdown:		
Studio/One Bedroom Applicants	2,610	49%
Two-Bedroom Applicants	1,464	27%
Three Bedroom Applicants	958	18%
Four Bedroom Applicants	329	6%

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

Income Distribution of Applicants: \*RHA does not collect income data on pre-applications.

<u>Number of Applicant Families Headed by an Elderly Person</u>	723	13%
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<u>Number of Applicant Families with a Person with a Disability</u>	1,390	26%
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Racial/Ethnic Breakdown:

White	1,604	30%
Black	2,357	44%
American Indian/Native Alaskan	26	<1%
Asian	19	< 1%
Hawaiian/Other Pacific Islander	168	3%
Multi-Racial/Declined to Report	1,156	22%
Hispanic	1,295	24%
Non-Hispanic	3,297	61%

*Average Length of Time to Receive Housing (in months)	37 Months
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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 varies by bedroom size. The longest time-averaged for any bedroom size is the one bedroom. The average length of time for all waiting lists 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 waitlist to determine eligibility.

ANALYSIS OF THE SECTION 8 WAITING LIST  
9/30/2020

<u>Total Number of Families on the Waiting List</u>	3,557	
Bedroom Breakdown:		
Unknown Bedroom Size Applicants*	3,525	99

One Bedroom Applicants	11	.3%
Two-Bedroom Applicants	9	.3%
Three Bedroom Applicants	11	.3%
Four Bedroom Applicants	1	<.1
Five + Bedroom Applicants	0	0%

Starting with the December 2019 waitlist opening, applicants 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.

<u>Number of Applicant Families Headed by an Elderly Person</u>	306	7.3%
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<u>Number of Applicant Families with a Person with a Disability</u>	896	21%
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Racial/Ethnic Breakdown:

White	961	22.7%
Black	2,158	51.1%
American Indian/Native Alaskan	16	.4%
Asian	13	.3%
Hawaiian/Other Pacific Islander	135	3.2%
Multi-Racial/Declined to Report	938	22.2%
Hispanic	830	19.7%
Non-Hispanic	3,391	80.3%

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)	23 Months*
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\*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 waitlist to determine eligibility.

## Summary of Housing Needs

The County of Monroe 2020-2024 Strategic Plan and 2020 Annual Action Plan, the City of Rochester 2034 Comprehensive Plan, and ACT Rochester (An Initiative of Rochester Area Community Foundation) each provide detailed housing need assessments/data that focus on the low-income families, elderly, homeless and disabled populations of the community.

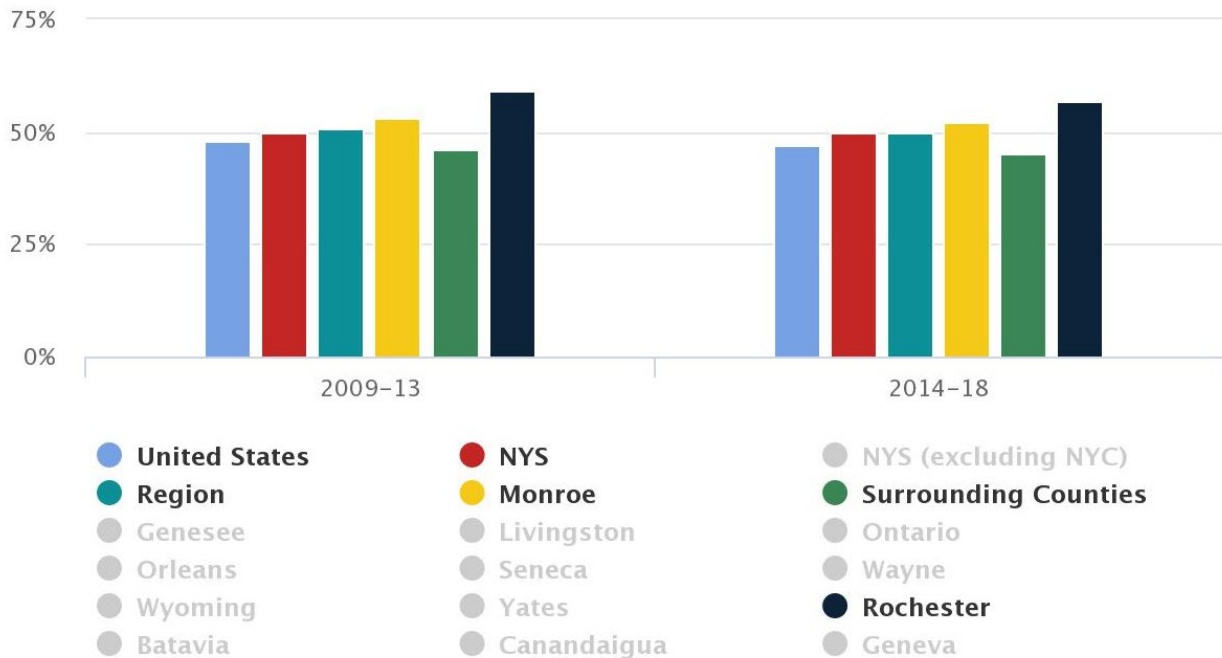
According to ACT Rochester, in 2014-18, 50% of rental units in the region had residents whose housing costs were above the affordability threshold. That was higher than the national level of 47% and the same as the state rate. The region's rate did not substantially change from 2009-13 to 2014-18. The City of Rochester contained 40% of the rent-



burdened units in the region. Overall, 57% of units in Rochester had residents whose housing costs were above affordable levels. This was higher than any county in the region and well above Canandaigua (40%), Geneva (49%), and Batavia (45%). The rental cost burden at the county level was lowest in Wyoming (34%) and highest in Livingston (54%).

## Rent Burdened Households

Source: U.S. Census Bureau



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

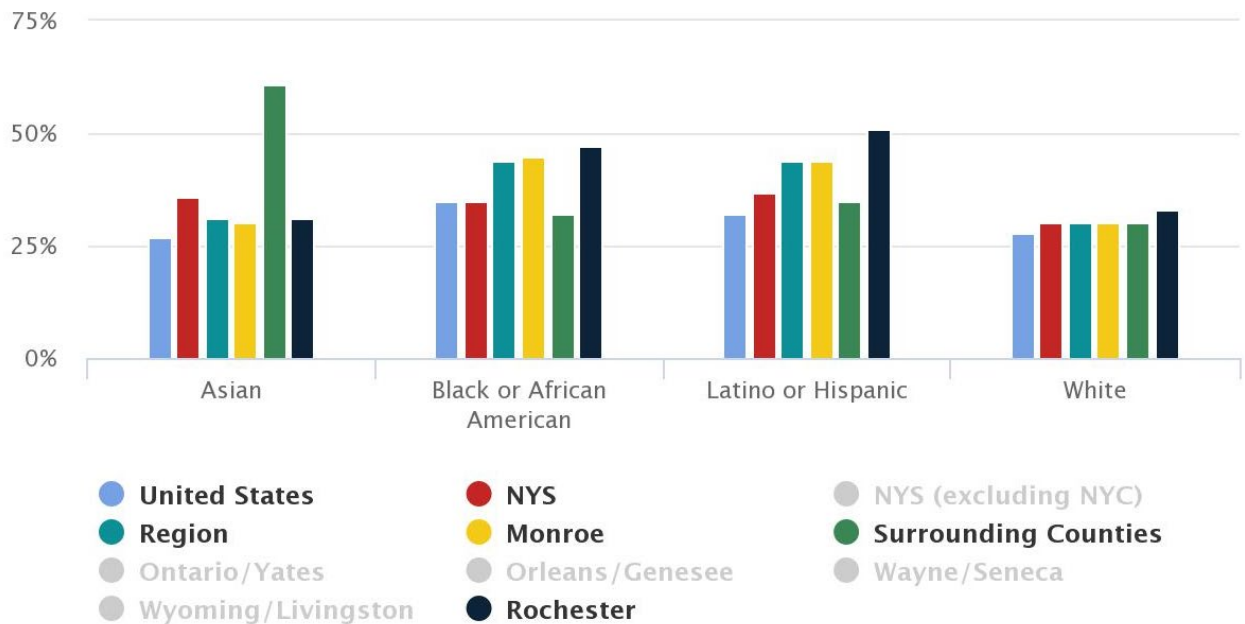
**ACT Rochester** reports the following:

- In 2014-18, Monroe renters spent 35% of their income on rent, slightly lower than the state (36%) but more than the nation (32%). The rate increased by 5 points from 2000 to 2014-18 on par with the nation and below the state (8 points). Rent is considered affordable if it is less than 30% of income.
- In Rochester, 41% of income went to rent in 2014-18, up 6 points from 2000; while median rent was lower in Rochester than Monroe, median income was much lower. Therefore, rent was relatively less affordable in Rochester.
- Rent was considerably more affordable for white and Asian renters in Monroe than for Hispanic and African American renters.

Of the renter-occupied households in Monroe County, the largest issue identified is the housing cost burden. 46% of the population living below 100% of the Area Median Income experienced a housing cost burden greater than 50% of their total income.

## Rent as Percent of Household Income by Race/ Ethnicity, 2014–18

Source: U.S. Census Bureau



In 2014-18, the median rent in Monroe County was \$902, lower than the state (\$1,240) and nation (\$1,023), but the highest in the region. Rent fell slightly (2%) in Monroe from 2000 to 2014-18, in contrast to increases in the state and nation (22% and 13%, respectively).

Monroe County Plans indicate the following:

	Renter				Total
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	
Housing cost burden greater than 30% of income	1,044	4,370	4,708	665	10,787
Zero/negative income	971	0	0	0	971

Data Source: 2011-2015 CHAS

Of the renter-occupied households in Monroe County, the largest issue identified is the housing cost burden. 46% of the population living below 100% of the Area Median Income experienced a housing cost burden greater than 50% of their total income. This issue of housing cost burden becomes more prevalent among owner-occupied households, with 55% of the population spending over 30% of their total income on housing costs.

## Cost Burden > 30% Data Analysis

Of those households whose housing cost burden exceeds 30% of their total income, there are similar trends between homeowners and renters. 30% of renters experiencing a cost burden exceeding 30% of their total income live in small, related quarters, while 28% of owner-occupied households experience the same issue. What is striking is the percentage of the total number of households whose cost burden exceeds 30% of their total income being elderly. 34% of all renters whose cost burden exceeds 30% are elderly, and 48% of all homeowners whose cost burden exceeds 30% experience this issue.

## Cost Burden > 50% Data Analysis

The disproportionate need for affordable senior living facilities identified in "Cost Burden > 30%" continues to be an issue for households whose cost burden exceeds 50% of their total income. 18% of renters and 23% of owner-occupied homes in Monroe County whose homes are home to elderly populations have a housing cost burden exceeding 50% of their total income.

Monroe County has identified a need for seniors to have access to affordable housing.

## Homeless

The latest available point-in-time survey in Monroe County (Dated 01/23/2019) indicated that 849 total persons were experiencing some form of sheltered or unsheltered homelessness. Of that population group, 159 individuals were in emergency shelters who were below the age of 18. There were 549 Male individuals and 298 Female individuals experiencing some form of sheltered or unsheltered homelessness, and a disproportionately large percentage of the African American population in Monroe County was suffering from some form of homelessness. It should be noted that this PIT survey does include the City of Rochester.

**The City of Rochester's 2018 Housing Market Study, which has been incorporated into the Rochester 2034 Comprehensive Plan,** indicates the very low incomes, not high housing costs, are at the root of affordability challenges in the City. Citywide costs have remained steady in recent years after being adjusted for inflation. Affordability is a significant issue; nearly 60% of renter households are cost-burdened, paying more than 30% of their gross income to housing expenses. The main driver of this problem is that incomes for many households in the city are very low. More than 25% of city households have incomes below \$15,000/year, and more than 40% have incomes below \$25,000/year. Additionally, gross household income has been declining in recent years, falling nearly 4% since 2010 (adjusted for inflation). Reinforces the county's claims by providing a thorough analysis of the low-income population and the availability of affordable rental units.

The Plan also states: The number of "nuclear families" (defined as two adults, married households with children) has decreased over time. Today, less than half of city households are "families" (defined as two or more people related by birth, marriage, or adoption residing together) and, of those, nearly 60% are headed by a single adult. Median household size has also decreased over time. Today nearly 70% of city households have two or fewer people, and 41% of city households are individuals living alone. As jobs have left the city and as more and more city households are single people or single adult families, median household income has also sharply declined, falling nearly 20% in constant dollars since 2000. About 17% of city residents live with a disability (defined as a person who has difficulty with hearing, vision, cognition, physical movement, self-care, or independent living). The city's population is also aging and becoming more racially, ethnically, and linguistically diverse.

These shifts impact people’s housing needs and preferences, as well as the scope of (and limitations to) their housing choices. For example, single individuals may not want as much space or the level of maintenance that a single-family home conveys but may have trouble finding other housing options in city neighborhoods that are dominated by single-family homes. Similarly, a disabled person or an aging household may have a strong desire or need for accessible housing and single floor living, but Rochester’s historic housing stock does not currently offer enough of these options. In addition, generational and societal shifts in housing preferences have taken place. Some of these shifts – such as the increasing interest in downtown and walkable urban neighborhood living – give the city a competitive advantage relative to housing choices in other municipalities in the region. Other shifts, like the growing interest in new housing types such as condos, senior communities, co-housing, housing cooperatives, tiny homes, etc., may mean that the city’s current housing stock is outdated relative to emerging preferences.

One of the biggest challenges facing our community – given the age of our housing stock, the increasing diversity of our community, and the relatively low wages and high levels of poverty in the city – is how to provide a range of housing choices that meet people’s needs and preferences at price points that city residents can afford.

### **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 number of people experiencing a high rental cost burden and families on the public housing waiting list.	There is a good supply of affordable, quality housing available in public housing developments.	Blacks constitute 44% of the total waiting list, Hispanics 24%, American Indian/Native Alaskan 1% <1%, Asian <1%, Hawaiian/Other Pacific Islander 3%, Whites constitute 30% of the total waiting list. 22% 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 four and five.	Sufficient for the next 2-5 year. Though there is a need for 504 accessible two 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 public housing development are located in the City	All public housing development are located in the City	All public housing development are 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 12:01 am until Monday, September 23, 2016, at 11:50 pm. Income data on the waiting list is not available.	Not as critical for the elderly as there is a substantial amount of elderly assisted housing. For the disabled, there are not as many choices. 17% of the new Section 8 applicants indicated they were disabled	Blacks constitute 51.1% of the total waiting list, Hispanics 19.7%, American Indian/Native Alaskan 0.84%, Asian .53%, Hawaiian/Other Pacific Islander 3.2%. Whites constitute 22.7% of the total waiting list. 22.2% of the waiting list identify as being multiracial or declined to
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.	The majority of Section 8 certificate/voucher holders reside in the City of Rochester. Approximately 2000 families on the Section 8 program are located outside of city limits	The majority of Section 8 voucher holders reside in the 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 updated needs assessment and as determined upon creation of an updated strategic plan, which will be undertaken by RHA.

### **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 is planning the redevelopment of several of its public housing sites; currently, the Federal Street Townhouses and several scattered sites are in the process of securing financing. 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 Faircloth limit to do so.
- Seek replacement of public housing units lost to the inventory through Section 8 replacement housing resources.
- RHA intend on continuing to participate in the HUD Rental Assistance Demonstration (RAD) program and has several sites, Parliament Arms, Fairfield Village, and Glenwood Gardens apartments in the RAD project pipeline. Parliament Arms and Fairfield Village are underway in the early stages of planning. Resident meetings have been held virtually.
- Establish Payment Standards for the Voucher programs that maintain a balance between the 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 the 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 an excellent tenant to increase owner acceptance of the 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 vouchers to enhance project feasibility.**

- As of March 2021, RHA is administering 2,518 Project-Based Vouchers throughout the five-county jurisdiction. Of the 2,518, there are 882 units located outside the City of Rochester. There are 87 project-based units under AHAP for new/renovated developments in the construction process. There are an additional 50 units pending AHAP. The active number of project-based vouchers has increased by twenty-four since February 2020.

**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, childcare, transportation, education, or similar items; and
  3. Such other situations 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 residents 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 the 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 the location of units outside of areas of poverty or minority concentration and assist them in locating 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 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. RHA families that express interest in homeownership are referred to various homeownership programs in the community.

RHA is assisting program participants in achieving their homeownership goals by providing FSS participants with homeownership training, free financial 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 these programs represent HUD's efforts to assist families in finding and maintaining quality affordable housing by offering supportive services that will aid 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.**

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 19 who received over \$2 million in contract awards in FY2019.

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

As indicated in the City's Comprehensive Plan: Housing affordability challenges in Rochester are rooted in very low incomes, not high, and rising housing costs. This distinction is critical to understand because low incomes are a different problem to solve than high housing costs, and they are a problem that housing policy cannot directly solve on its own. Strategies around economic development, workforce development, education, financial literacy, and others must be seen as critical components for addressing affordable housing challenges that are specific to our market.

RHA will be revising its Section 3 plan in accordance with HUD's Final Rule.

**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.

RHA is working with the City of Rochester and the County of Monroe to create a Section 3 regional plan.

### **Construction Trades Training**

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 employment opportunities that will lead to economic stability and self-sufficiency.

### **Soft Skills Job Readiness Training**

Currently, RHA refers to public housing and Section 8 residents and tenants to Rochester Works 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 Rochester Educational Opportunity Center (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
- The extent to which other organizations in the community meet housing needs
- 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 that will constitute a significant amendment/modification to this agency’s PHA plan:

- Changes made to the management policies and organization of the waiting list 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 the use of replacement reserve funds under the Capital Fund in the amount of 20% or more of the annual grant.
- Any changes concerning 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

Leasing Operations Department Administration Plan was approved by the Board of Commissioners on 4/22/2020 and 11/20/2020. The changes were not a substantial deviation and did not require a 45-day comment period. The updated Administrative Plan changes included:

- Rental Assistance Demonstration (RAD) Vacancy Payments – vacancy payments to the owner for vacant units will be determined on a case-by-case basis.
- RAD Insufficient Funding – to have RAD developments last when terminating contracts and receive HUD approval
- The PHA and owner may amend the HAP contract to add additional PBV contract units in projects that already have a HAP contract without having to fulfill the selection requirements found at 24 CFR 983.51(b) for those additional PBV units, regardless of when the HAP contract was signed.

To date, we have around 3,000 applicants on the Waiting List.

Due to COVID-19 Pandemic, we implemented processes to ensure the health and safety of HCV Participants and our staff Leasing Operations Department and the following are still in place:-

- March 2020: closed the Housing Choice Voucher lobby and Inspection Unit lobby to customers and participants. Drop boxes were made available for participants and customers to deliver their documents.
- Staff cubicles, lobby bay areas, and interview spaces were redesigned to have recommended social distance.
- Sanitation of offices and shared spaces are ~~were~~ performed weekdays, 2x a day.
- PPE was kept available on site for staff.
- We continue to conduct all inspections. Biennial inspections were put on hold from April 2020 to August 2020.
- All workspace stations where staff will interact with customers have an acrylic barrier.

We are offering a landlord incentive program that runs from July 1, 2020, until July 31, 2021, to increase landlord participation in the Housing Choice Voucher (HCV) Program) and create and maintain housing for participants.

We understand and recognize that the additional requirements for landlords to accept an HCV participant can be a deterrent to accepting applications. We hope that by reducing some financial and process barriers, we can help our families in need throughout our community, have a quality, safe, and affordable place to live.

Incentives include:

**Repayment Plan Incentive:** Rochester Housing Authority may pay a financial incentive to the landlord when they set up a repayment plan to assist Housing Choice Voucher participants in maintaining housing when their rent is in arrears.

**Tenant Damage Reimbursement:** Rochester Housing Authority may make a one-time payment to a landlord to make repairs for participant responsible damages (beyond normal wear and tear) to assist the unit in passing RHA's Housing Quality Standards so that housing assistance payments can continue.

**Security Deposit Initiative:** RHA may pay the security deposit for Housing Choice Voucher participants impacted by COVID-19, to the landlord, for up to the cost of one full month of rent.

**Leasing Up Bonus:** RHA may offer a bonus to landlords when they lease a new unit to a Housing Choice Voucher (Section 8) participant. New landlords may be eligible to receive a one-time \$1,000 bonus payment per unit, and existing landlords may be eligible to receive a one-time \$500 bonus payment per new unit leased, with a limit of five

qualifying units per landlord.

**Rehabilitation Cost Recovery Plan:** RHA may reimburse landlords for up to \$1,000 for vendor services used to perform repairs or improvements to a Section 8 housing unit.

**Lead Clearance or Testing Costs:** RHA may reimburse a landlord up to \$500 per unit, in which an RHA HQS Move-in inspection requires Lead Clearance or testing. A passed Lead Clearance test is required along with a lease-up of an HCV participant. On March 15, 2021, we included Mold inspections as well.

### **Public Housing:**

RHA is making efforts to improve 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. The Commissioners approved the number of housing offers being reduced from 3 offers to 2 offers per applicant.

RHA is proposing to revise the Pet Policy to include more specific guidelines for Companion Animals, a revised Grievance Policy, and a new No Trespass Policy which all will need Board approval.

RHA plans are currently reviewing and amending its Admission and Continued Occupancy Policy and the Housekeeping Policy.

### **Resident Services:**

To ensure the health and safety of residents, participants, and staff, Resident Services implemented the following:

- Intake and orientation appointments are conducted virtually. Recertifications and Family Self-Sufficiency updates are conducted by mail.
- Drop boxes were made available for participants and customers to deliver their documents and limit person-to-person contact.
- PPE is kept available on site for staff.
- Resources to assist residents and participants are communicated through Facebook and our website and occasionally by robocall.

**Additional non-emergency CFP work items**  
**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 that sustained substantial fire damage, 36-40 Shirley Street and 43 Eiffel Place. It was determined that the cost to repair the units exceeds their replacement value. RHA has received approval for the demolitions; both buildings have been demolished.

The lot at 36-40 Shirley Street has been subdivided; this will allow for the construction of one house on each property. Plans and specifications were developed to construct two single-family dwellings with detached garages. The project was put out to bid, and no favorable bids were received. RHA is looking into alternative development options to build these units. When developed, they may become part of RHA's public housing portfolio and/or be part of RHA's homeownership program. Capital Projects is looking to combine this project along with the Edinburgh St. and Bond St. Projects to create a more attractive project for bidders and more interest once completed.

RHA developed construction documents to build a new energy-efficient building with an exterior deck and a private driveway at 43 Eiffel Place. The project was put out to bid, and no favorable bids were received. RHA is re-evaluating the use of this property.

Another building that has sustained fire damage is 394-396 Waring Road.

396 Waring Road is currently under rehabilitation construction with an expected project completion date of mid-May 2021.

394 Waring Road is currently unoccupied due to the fire damage in unit #396.

Once unit #396 is completed, RHA will apply for a building Certificate of Occupancy from the City of Rochester enabling both units in the building to be put back on-line and occupied.

Address	# of units	#of bedrooms/unit	Sq. Ft./unit	AMP	Accessible Features
394-396 Waring Road	2	4	1392	561	n

The Federal Street complex was scheduled to be rehabilitated. The site consists of eight duplexes. There are no occupied units at this location. RHA has developed plans for the redevelopment of the site to include the demolition of the existing buildings and the

construction of two three-story buildings. One building has nine units, and the other has eight with a community room. All first-floor units are designed to be accessible for persons with disabilities. A new single-family dwelling will be constructed and located on the north end of the site. There will be an open green space, off-street parking, playground, and exterior private spaces. RHA applied to HUD for the Rental Assistance Demonstration (RAD) program in August of 2018. HUD approved the application in December 2018, and RHA is working with a consultant, a development partner, and HUD to further the conversion process.

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

Part of the redevelopment of this site includes thirty-five units of scattered sites, which no longer meet the needs of today's families in the surrounding neighborhood. They do not fit in with the surrounding neighborhood and are not representative of the type of housing that RHA wishes to own. RHA may utilize the RAD program or other HUD programs to redevelop these properties. The following is a list of these properties which may be converted under the RAD program, demolished, and/or disposed of:

Address	# of Units	# of Bedrooms	Sq. Ft./unit	AMP
147 A & B Ackerman St	2	2 - two bdrm	864	562
172 Baldwin Street	1	four bdrm	1776	562
665A-665B Bay Street	2	2 - four bdrm	684	562
128 Bowman	1	three bdrm	1336	562
1629 Clifford Avenue	1	three bdrm	1435	562
16 Denver Street	1	four bdrm	1520	562
37 Garnet Street	1	three bdrm	1392	562
406-408 Garson Ave	2	2 - four bdrm	1365	562
54-66 Garson Ave	4	4 - four bdrm	1232	562



671-672 Garson Ave	2	2 - four bdrm	1365	562
751 Goodman Street, North	1	four bdrm	1312	562
35-37 Floverton Street	2	2 - three bdrm	1152	361
393-395 Hayward Avenue	2	2 - three bdrm	1386	562
134-138 Hayward Avenue	2	2 - four bdrm	1392	562
134 High Street	1	three bdrm	1302	562
37 Iroquois Street	1	three bdrm	1566	562
593-595 Lexington Avenue	2	2 - two bdrm	864	361
33-39 Lincoln	2	2 - three bdrm	1152	562
1302(up) 1302(dn) Main Street East	2	(up) 2 - bdrm (dn) 3 - bdrm	1232	562
7-9 McFarlin Street	2	2 - three bdrm	1152	562
102 Melville Street	1	four bdrm	1604	562
184 Melville Street	1	three bdrm	1128	562
510 Melville Street	1	three bdrm	1334	562
43 Peck Street	1	four bdrm	1926	562
1111-1113 Norton Street	2	2-three bdrm	1152	562
62-66 Ok Terrace	2	2-four bdrm	1392	562
156 Seventh Street	1	three bdrm	1240	562
31 Stunz Street	1	three bdrm	1150	562
312-316 Webster Ave	3	3-three bdrm	1755	562
24-26 Weld Street	2	2-three bdrm	1152	562

624-626 West Broad Street	2	2-two bdrm	864	361
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RHA may identify additional scattered site units for demolition as it evaluates and assesses all its scattered-site properties' physical needs.

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. RHA has received the report and is using it to determine the best way to maintain and enhance our properties. One of the potential outcomes may be 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	One bdrm- 580 Three bdrm- 1220	334	none
Bay/Zimmer Townhouses 52 Bay Street	44	16 two bdrm 16 three bdrm 10 four bdrm 2 five bdrm	Two bdrm- 1100 Three bdrm- 1100 Four bdrm- 1300	554	none
Bond/Hamilton 255 Hamilton Street	10	10 three bdrm	Three bdrm- 1180	361	One unit has an exterior elevator lift and an interior stairway lift.
Bronson Court 99 Dr. Samuel McCree Way	39	20 two bdrm 19 three bdrm	Two bdrm- 90 Three bdrm- 1100	334	none
Capsule Dwellings 143-145 Troup Street	16	16 three bdrm	Three bdrm- 1100	361	none
216-220 Edinburgh Street	3	3 Three bdrm	Three bdrm 1120	361	none
Fairfield Village 10 Luther Circle	45	32 Two bdrm 12 Three bdrm	Two bdrm - 980 Two bdrm - 1300	334	none
55-99 Federal Street	16	10 Two bdrm 6 Three bdrm	Two bdrm - 810 Three bdrm - 1080	562	none

Glenwood Gardens 295 Santee Street	124	124 One bdrm	One bdrm - 500	112	several 504 units
Kennedy Tower 666 S. Plymouth Ave.	80	80 One bdrm	One bdrm - 760	222	several 504 units
Harriet Tubman 280 Upper Falls Blvd	133	68 – Two bdrm 51 – Three bdrm 14 – Four bdrm	Two bdrm - 950 Three bdrm – 1160 Four bdrm 1300	113	none
Holland Townhouses 271 Hudson Ave.	72	26 Two bdrm 36 Three bdrm	Two bdrm - 860 Three bdrm -	554	none
Jonathan Child 399 Colvin Street	30	30 One bdrm	One bdrm - 1000	222	several 504 units
Lake Tower 321 Lake Ave	208	208 One bdrm	One bdrm - 660	113	several 504 units
Lena Gantt 86Vienna St	100	70 – One bdrm 30 – Two bdrm	One bdrm - 700 Two bdrm - 900	554	none
Lexington Court 1289-1309 Lexington Ave	112	57 One bdrm 55 Two bdrm	One bdrm - 700 Two bdrm - 875	112	none
Parliament Arms 2120 St. Paul Street	52	32 One bdrm 20 Two bdrm	One bdrm - 760 Two bdrm - 950	442	none
Seneca Manor Townhouses 85- 349 Seneca Manor Dr.	78	52 Three bdrm 26 Four bdrm	Three bdrm - 1000	442	none
University Tower 625 University Ave.	126	50 studios 76 One bdrm	Studios - 380 One bdrm - 550	334	several 504 units
394-396 Waring Road	2	2 Four bdrm	Four bdrm - 1392	561	none
9-11 Veteran Street	2	2 Four bdrm	Four bdrm - 1392	561	none

RHA has contracted with an architectural firm to redevelop the Bond/Hamilton site. The design includes demolition of two units connected to the existing 6-unit row structure on Bond Street and replaced with an accessible 2-family structure, each unit with a first-floor accessible bedroom, bathroom and two second-floor bedrooms and full bathroom. As part of RHA's mission to "Change the Face of Public Housing", the remaining 4 units and the new 2-family structure will include significant changes to the building's elevations including gabled rooflines, porches, and period style windows to mimic existing properties in the neighborhood. Demolition of an existing 2-family structure located within the interior of the property will allow for increased on-site parking, including two handicapped spaces as well as a new dumpster enclosure. The design documents are near completion.

RHA has started the process of redeveloping the site at 216-220 Edinburgh Street. The overall goal of the project is to continue RHA's mission to "Change the Face of Public Housing" and to provide units that are handicap accessible and more updated for today's family's way of living. The current three-family townhouse is in poor condition and not very functional. Even though it is accessible, it does not have a first-floor bedroom and it would be difficult for a disabled person to get around on the first floor. The rooms are very small and separated with walls. The exterior does not fit into the historic neighborhood especially with front yard parking. The intent is to demolish the building and rebuild a duplex that is more fitting with the architecture of the neighborhood, be accessible with a first-floor bedroom and updated floor plans. The units are vacant with no plan to inhabit them due to their condition. It would cost more to rehabilitate this building than to rebuild a better and more functional duplex. RHA has contracted with an architect to redesign the site with a duplex on it, driveways with parking to rear of the site and a more fitting style of architecture for the neighborhood. This is still in the design phase.

## ATTACHMENT 20-2

RESIDENT RIGHTS, PARTICIPATION, WAITING LIST AND GRIEVANCE PROCEDURES  
APPLICABLE TO PROPERTIES CONVERTING TO PROJECT-BASED VOUCHERS  
EXCERPTS OF PIH NOTICE 2012-32: SECTIONS 1.6.C AND 1.6.D

PIH-2012-32 (HA)/H-2017-03, REV-3 Rental Assistance Demonstration – Final Implementation  
*As amended by PIH-2018-11/H-2018-05 Rental Assistance Demonstration (RAD) – Supplemental Guidance*

### **C. PBV Resident Rights and Participation.**

1. **No Rescreening of Tenants upon Conversion.** Pursuant to the RAD Statute, at conversion, current households cannot be excluded from occupancy at the Covered Project based on any rescreening, income eligibility, or income targeting. With respect to occupancy in the Covered Project, current households in the Converting Project will be grandfathered for application of any eligibility criteria to conditions that occurred prior to conversion but will be subject to any ongoing eligibility requirements for actions that occur after conversion.<sup>32</sup> Post-conversion, the tenure of all residents of the Covered Project is protected pursuant to PBV requirements regarding continued occupancy unless explicitly modified in this Notice (e.g., rent phase-in provisions). 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, 24 CFR § 982.201, concerning eligibility and targeting of tenants for initial occupancy, will not apply for current households. Once the grandfathered household moves out, the unit must be leased to an eligible family. MTW agencies may not alter this requirement. Further, so as to facilitate the right to return to the assisted property, this provision shall apply to current public housing residents of the Converting Project that will reside in non-RAD PBV units or non-RAD PBRA units placed in a project that contain RAD PBV units or RAD PBRA units. Such families and such contract units

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<sup>32</sup> These protections (as well as all protections in this Notice for current households) also apply when a household is relocated to facilitate new construction or repairs following conversion and subsequently returns to the Covered Project.

will otherwise be subject to all requirements of the applicable program, specifically 24 CFR § 983 for non-RAD PBV units and the PBRA requirements governing the applicable contract for non-RAD PBRA units.<sup>33</sup>

2. **Right to Return.** See section 1.4.A.5(ii) and the RAD Fair Housing, Civil Rights, and Relocation Notice regarding a resident's right to return.
3. **Renewal of Lease.** Since publication of the PIH Notice 2012-32 Rev 1, the regulations under 24 CFR part 983 have been amended requiring Project Owners to renew all leases upon lease expiration, unless cause exists. MTW agencies may not alter this requirement.
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 conversion, the rent increase will be phased in over 3 or 5 years. To implement this provision, HUD is specifying alternative requirements for section 3(a)(1) of the Act, as well as 24 CFR § 983.3 (definition of "total tenant payment" (TTP)) 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 method described below explains the set percentage-based phase-in a Project Owner must follow according to the phase-in period established. For purposes of this section "Calculated PBV 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. If a family in a project converting from Public Housing to PBV was paying a flat rent immediately prior to conversion, the PHA should use the flat rent amount to calculate the phase-in amount for Year 1, as illustrated below.

**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 or flat rent and the Calculated PBV TTP

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<sup>33</sup> For non-RAD PBV households, applicable program requirements includes the requirement that any admission to the project must be initially eligible for a HAP payment at admission to the program, which means their TTP may not exceed the gross rent for the unit at that time.



- Year 2: Year 2 Annual Recertification (AR) and any Interim Recertification (IR) prior to Year 3 AR – 50% of difference between most recently paid TTP and the Calculated PBV TTP
- Year 3: Year 3 AR and all subsequent recertifications – Full Calculated PBV TTP<sup>34</sup>

**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 or flat rent and the Calculated PBV TTP
- Year 2: Year 2 AR and any IR prior to Year 3 AR – 25% of difference between most recently paid TTP and the Calculated PBV TTP
- Year 3: Year 3 AR and any IR prior to Year 4 AR – 33% of difference between most recently paid TTP and the Calculated PBV TTP
- Year 4: Year 4 AR and any IR prior to Year 5 AR – 50% of difference between most recently paid TTP and the Calculated PBV TTP
- Year 5 AR and all subsequent recertifications – Full Calculated PBV TTP

*Please Note:* In either the three year phase-in or the five-year phase-in, once the Calculated PBV TTP is equal to or less than the previous TTP, the phase-in ends and tenants will pay full TTP from that point forward. MTW agencies must also implement a three or five-year phase-in for impacted residents, but may alter the terms above as long as it establishes a written policy setting forth the alternative terms.

- 5. Family Self Sufficiency (FSS) and Resident Opportunities and Self Sufficiency Service Coordinator (ROSS-SC) programs.** Public Housing residents that are currently FSS participants will continue to be eligible for FSS once their housing is converted under RAD. The PHA may continue to use any FSS funds already awarded to serve those FSS participants who live in units converted by RAD. At the completion of the FSS grant, PHAs should follow the normal closeout procedures outlined in the grant agreement. If the PHA continues to run an FSS program that serves PH and/or HCV participants, the PHA will continue to be eligible (subject to

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<sup>34</sup> For example, where a resident's most recently paid TTP is \$100, but the Calculated PBV TTP is \$200 and remains \$200 for the period of the resident's occupancy, (i.e. no changes in income) the resident would continue to pay the same rent and utilities for which it was responsible prior to conversion. At the first recertification following conversion, the resident's contribution would increase by 33% of \$100 to \$133. At the second AR, the resident's contribution would increase by 50% of the \$66 differential to the standard TTP, increasing to \$166. At the third AR, the resident's contribution would increase to \$200 and the resident would continue to pay the Calculated PBV TTP for the duration of their tenancy.

NOFA requirements) to apply for FSS funding and may use that funding to serve PH, HCV and/or PBRA participants in its FSS program. Due to the program merger between PH FSS and HCV FSS that took place pursuant to the FY14 Appropriations Act (and was continued in the subsequent Appropriation Acts), no special provisions are required to continue serving FSS participants that live in public housing units converting to PBV under RAD.

However, PHAs should note that there are certain FSS requirements (e.g., escrow calculation and escrow forfeitures) that apply differently depending on whether the FSS participant is a participant under the HCV program or a public housing resident, and PHAs must follow such requirements accordingly. All PHAs will be required to administer the FSS program in accordance with FSS regulations at 24 CFR part 984, the participants' contracts of participation, and the alternative requirements established in the "Waivers and Alternative Requirements for the FSS Program" Federal Register notice, published on December 29, 2014, at 79 FR 78100.<sup>35</sup> Further, upon conversion to PBV, already escrowed funds for FSS participants shall be transferred into the HCV escrow account and be considered TBRA funds, thus reverting to the HAP account if forfeited by the FSS participant.

For information on FSS PIC reporting requirements for RAD conversions, see Notice PIH 2016-08 at <http://portal.hud.gov/hudportal/documents/huddoc?id=pih2016-08.pdf>.

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 ROSS-SC grants, nor will its residents be eligible to be served by future ROSS-SC grants, which, by statute, can only serve public housing residents. At the completion of the ROSS-SC grant, PHAs should follow the normal closeout procedures outlined in the grant agreement. Please note that ROSS-SC grantees may be a non-profit or local Resident Association and this consequence of a RAD conversion may impact those entities.

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<sup>35</sup> The funding streams for the PH FSS Program and the HCV FSS Program were first merged pursuant to the FY 2014 appropriations act. As a result, PHAs can serve both PH residents and HCV participants, including PBV participants, with FSS funding awarded under the FY 2014 FSS Notice of Funding Availability (FSS NOFA) and any other NOFA under which the combination of funds remains in the applicable appropriations act. For PHAs that had managed both programs separately and now have a merged program, a conversion to PBV should not impact their FSS participants.



6. **Resident Participation and Funding.** In accordance with Attachment 1B, residents of Covered Projects with assistance converted to PBV will have the right to establish and operate a resident organization for the purpose of 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 Project 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.
  - i. **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 Project Owner termination of tenancy and eviction (which MTW agencies may not alter) the termination procedure for RAD conversions to PBV will require that PHAs provide adequate written notice of termination of the lease which shall be :
    - a. A reasonable period of time, but not to exceed 30 days:
      - ii. If the health or safety of other tenants, Project Owner employees, or persons residing in the immediate vicinity of the premises is threatened; or
      - iii. In the event of any drug-related or violent criminal activity or any felony conviction;
    - b. Not less than 14 days in the case of nonpayment of rent; and
    - c. Not less than 30 days in any other case, except that if a State or local law provides for a shorter period of time, such shorter period shall apply.
  - ii. **Grievance Process.** Pursuant to requirements in the RAD Statute, HUD is establishing additional resident procedural rights to comply with section 6 of the Act.

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

- a. In addition to reasons that require an opportunity for an informal hearing given in 24 CFR § 982.555(a)(1)(i)-(vi),<sup>36</sup> an opportunity for an informal

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<sup>36</sup> § 982.555(a)(1)(iv) is not relevant to RAD as the tenant-based certificate program has been repealed.

hearing must be given to residents for any dispute that a resident may have with respect to a Project 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.

- i. 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. The hearing officer must be selected in accordance with 24 CFR § 982.555(e)(4)(i).
  - ii. For any additional hearings required under RAD, the Project Owner will perform the hearing.
- b. There is no right to an informal hearing for class grievances or to disputes between residents not involving the Project Owner or contract administrator.
- c. The Project Owner gives 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).
- d. The Project Owner provides 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 only to 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 24 CFR § 5.617(b) limiting EID to disabled persons is waived. The waiver, and resulting alternative requirement, apply only to tenants receiving the EID at the time of conversion. No other tenant (e.g., tenants that move into the property following conversion or tenants who at one time received the EID but are not

receiving the EID exclusion at the time of conversion due to loss of employment) is covered by this waiver.

9. **Jobs Plus.** Jobs Plus grantees awarded FY14 and future funds that convert the Jobs Plus target project(s) under RAD will be able to finish out their Jobs Plus period of performance at that site unless significant relocation and/or change in building occupancy is planned. If either is planned at the Jobs Plus target project(s), HUD may allow for a modification of the Jobs Plus work plan or may, at the Secretary's discretion, choose to end the Jobs Plus program at that project.
10. **When Total Tenant Payment Exceeds Gross Rent.** Under normal PBV rules, the PHA may select an occupied unit to be included under the PBV HAP Contract only if the unit's occupants are eligible for housing assistance payments (24 CFR § 983.53(c)). Also, a PHA must remove a unit from the contract when no assistance has been paid for 180 days because the family's TTP has risen to a level that is equal to or greater than the contract rent, plus any utility allowance, for the unit (i.e., the Gross Rent)) (24 CFR § 983.258). Since the rent limitation under this Section of the Notice may result in a family's TTP equaling or exceeding the gross rent for the unit, for residents living in the Converting Project prior to conversion and who will return to the Covered Project after conversion, HUD is waiving both of these provisions and requiring that the unit for such families be placed on and/or remain under the HAP Contract when TTP equals or exceeds the Gross Rent. Further, HUD is establishing the alternative requirement that until such time that the family's TTP falls below the gross rent, the rent to the owner for the unit will equal the lesser of (a) the family's TTP, less the Utility Allowance, or (b) any applicable maximum rent under LIHTC regulations. When the family's TTP falls below the gross rent, normal PBV rules shall apply. As necessary to implement this alternative provision, HUD is waiving the provisions of Section 8(o)(13)(H) of the Act and the implementing regulations at 24 CFR § 983.301 as modified by Section 1.6.B.5 of this Notice.<sup>37</sup> In such cases, the resident is considered a participant under the program and all of the family obligations and protections under RAD and PBV apply to the resident. Likewise, all requirements with respect to the unit, such as compliance with the HQS requirements, apply as long as the unit is under HAP Contract. The PHA is required to process these individuals through the Form 50058 submodule in PIC.

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<sup>37</sup> For example, a public housing family residing in a property converting under RAD has a TTP of \$600. The property has an initial Contract Rent of \$500, with a \$50 Utility Allowance. Following conversion, the residents is still responsible for paying \$600 in tenant rent and utilities.



Following conversion, 24 CFR § 983.53(d) applies, and any new families referred to the RAD PBV project must be initially eligible for a HAP payment at admission to the program, which means their TTP may not exceed the gross rent for the unit at that time. Further, a PHA must remove a unit from the contract when no assistance has been paid for 180 days. If units are removed from the HAP contract because a new admission's TTP comes to equal or exceed the gross rent for the unit and if the project is fully assisted, HUD is imposing an alternative requirement that the PHA must reinstate the unit after the family has vacated the property. If the project is partially assisted, the PHA may substitute a different unit for the unit on the HAP contract in accordance with 24 CFR §983.207 or, where "floating" units have been permitted, Section 1.6.B.10 of this Notice.

11. **Under-Occupied Unit.** If a family is in an under-occupied unit under 24 CFR § 983.260 at the time of conversion, the family may remain in this unit until an appropriate-sized unit becomes available in the Covered Project. When an appropriate sized unit becomes available in the Covered Project, the family living in the under-occupied unit must move to the appropriate-sized unit within a reasonable period of time, as determined by the administering Voucher Agency. In order to allow the family to remain in the under-occupied unit until an appropriate-sized unit becomes available in the Covered Project, 24 CFR § 983.260 is waived. MTW agencies may not modify this requirement.

#### **D. PBV: Other Miscellaneous Provisions**

1. **Access to Records, Including Requests for Information Related to Evaluation of Demonstration.** PHAs and the Project Owner must cooperate with 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 Owner must submit to the administering PHA and the PHA's Board must approve the operating budget for the Covered Project annually in accordance with HUD requirements.<sup>38</sup>
3. **Davis-Bacon Act and Section 3 of the Housing and Urban Development Act of 1968 (Section 3).** This section has been moved to 1.4.A.13 and 1.4.A.14.

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<sup>38</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 monitoring and evaluation, given that PBV projects do not submit annual financial statements to HUD/REAC.

4. **Establishment of Waiting List.** 24 CFR § 983.251 sets out PBV program requirements related to establishing and maintaining a voucher-wide, PBV program-wide, or site-based waiting list from which residents for the Covered Project will be admitted. These provisions will apply unless the project is covered by a remedial order or agreement that specifies the type of waiting list and other waiting list policies. The PHA shall consider the best means to transition applicants from the current public housing waiting list, including:
- i. Transferring an existing site-based waiting list to a new site-based waiting list.
  - ii. Transferring an existing site-based waiting list to a PBV program-wide or HCV program-wide waiting list.
  - iii. Transferring an existing community-wide public housing waiting list to a PBV program-wide or HCV program-wide waiting list, an option particularly relevant for PHAs converting their entire portfolio under RAD.
  - iv. Informing applicants on a community-wide public housing waiting list how to transfer their application to one or more newly created site-based waiting lists.

For any applicants on the public housing waiting list that are likely to be ineligible for admission to a Covered Project converting to PBV because the household's TTP is likely to exceed the RAD gross rent, the PHA shall consider transferring such household, consistent with program requirements for administration of waiting lists, to the PHA's remaining public housing waiting list(s) or to another voucher waiting list, in addition to transferring such household to the waiting list for the Covered Project.

To the extent any wait list relies on the date and time of application, the applicants shall have priority on the wait list(s) to which their application was transferred in accordance with the date and time of their application to the original waiting list.

If the PHA is transferring assistance to another neighborhood and, as a result of the transfer of the waiting list, the applicant would only be eligible for a unit in a location which is materially different from the location to which the applicant applied, the PHA must notify applicants on the wait-list of the transfer of assistance, and on how they can apply for residency at other sites.

If using a site-based waiting list, PHAs shall establish a waiting list in accordance with 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 Covered Project's initial waiting list. In all cases, PHAs have the discretion to determine the most appropriate means of informing applicants on the public housing community-

wide waiting list given the number of applicants, PHA resources, and admissions requirements of the projects being converted under RAD. 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. 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 with the obligation to provide meaningful access for persons with limited English proficiency (LEP).<sup>39</sup>

A PHA must maintain any site-based waiting list in accordance with all applicable civil rights and fair housing laws and regulations.

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

5. **Mandatory Insurance Coverage.** The Covered 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 project property.
6. **Agreement Waiver.** (This section has been moved to 1.6.B.8, in the updated version of the notice, it is below in its entirety for convenience.). 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 AHAP, including regulations under 24 CFR part 983 subpart D are waived. Instead, the PHA and Project Owner typically will enter into a HAP Contract before construction begins. Until the work is complete, standard HAP Contract funding procedures will be used for occupied units. Units that are not occupied at any point during the period of work identified in the approved Financing Plan and RAD Conversion Commitment may be eligible, subject to the conditions below, for Rehab Assistance Payments equal to the Public Housing Operating Fund and the Capital Fund amounts that formed the basis for the calculation of initial contract rents (see Attachment 1C). During the period of rehabilitation or construction as identified in the RCC and the HAP Contract, the maximum number of units for which a Project Owner can receive RAD Rehab Assistance Payments is limited to the number of units eligible for Operating Fund or Capital Fund subsidy prior to conversion. As a result, some units in the Covered Project may not be eligible for Rehab Assistance Payments.



Following the earlier of the end of the construction period identified in the HUD-approved Financing Plan or actual construction, the PHA will no longer be eligible to receive RAD Rehab Assistance Payments, and all units under contract will be eligible for payment only for occupied units or for vacancy payments, as applicable. MTW agencies may not alter this requirement.

**7. Future Refinancing.** Project Owners must receive HUD approval for any refinancing or restructuring of secured debt during the HAP Contract term to ensure the financing is consistent with long-term preservation of the Covered Project. With respect to any financing contemplated at the time of conversion (including any permanent financing which is a conversion or take-out of construction financing), such consent may be evidenced through the RCC.

**8. Administrative Fees for Public Housing Conversions During the Year of Conversion.** For the remainder of the Calendar Year in which the HAP Contract becomes effective (i.e., the “year of conversion”), RAD PBV projects will be funded with public housing funds. For example, if the project’s assistance converts effective July 1, 2015, the public housing ACC between the PHA and HUD will be amended to reflect the number of units under HAP Contract, but will be for zero dollars, and the RAD PBV HAP Contract will be funded with public housing money for July through December 2015. Since TBRA is not the source of funds, PHAs should not report leasing and expenses into VMS during this period, and PHAs will not receive section 8 administrative fee funding for converted units during this time.

PHAs operating HCV program typically receive 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 Work Responsibility Act of 1998” and 24 CFR § 982.152(b). During the year of conversion mentioned in the preceding paragraph, these provisions are waived. PHAs will not receive Section 8 administrative fees for PBV RAD units during the year of conversion.

After the year of conversion, the Section 8 ACC will be amended to include Section 8 funding that corresponds to the units covered by the Section 8 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 and development partner 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. 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.

RHA has submitted letters of intent to HUD identifying potential public housing properties in its portfolio that may be suitable 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	Jonathan Child
Fairfield Village	Glenwood Gardens
Holland Townhouses	Atlantic Townhouses
Parliament Arms	Capsule Dwellings
Bay/Zimmer Townhouses	Bronson Court
Waring Rd./Veteran St	Seneca Manor TH's
Kennedy Tower	University Tower
Lake Tower	Lexington Court

The results of the property assessment may identify additional public housing properties that RHA could submit an application for RAD conversion to HUD. RHA has retained a Development Partner to assist with property development by obtaining alternative sources of financing and cultivate strategies to improve our properties. These may be done as part of a RAD conversion.

RHA is working on refining the RAD application for the Federal Street Townhouses, which includes surrounding scattered-site buildings. The plan is to demolish the structures at Federal Street and build new units. The scattered sites have been evaluated (by an independent consultant) to determine the extent of rehabilitation necessary to meet the needs of our families. Some of the scattered site units will be demolished and a new constructed unit will take its place. RHA has received necessary approvals from the City of Rochester in accordance with Zoning codes. RHA has submitted several applications for funding for the project, including a 9% LIHTC application with NYSHCR. RHA has held additional residential meetings as the process moves forward utilizing COVID-19 safe practices and HUD-approved remote methods. If awarded the LIHTC's, RHA plans to begin construction in 2021, following the HUD RAD process.

RHA is currently working on the next RAD project to include Parliament Arms and Fairfield Village. Resident meetings have been held and PCNA's are complete. It is RHA's intent to apply for LIHTC's and other funding sources for this project.



On December 7, 2018, RHA received a Commitment to Enter into a Housing Assistance Payments (CHAP) for Parkside/Federal St (PIC Development NY041000562) as well as 36 Scattered Sites (PIC Development NY041000561) as part of a portfolio application. The Scattered Sites list may be modified to include other properties or vacant lots that are suitable for development. The other properties in this application are Fairfield Village (PIC Development NY041000334) and Parliament Arms (PIC Development NY041000442). RHA is currently and will continue working with the RAD Transaction Manager to proceed with the portfolio application of these developments. RHA is submitting a request for conversion at Glenwood Gardens as a “stand-alone” application.

RHA will continue to work with our residents during the conversion process to ensure that everyone understands the process and what their rights are.

DRAFT

# ATTACHMENT 21

**Certification by State or Local  
Official of PHA Plans Consistency  
with the Consolidated Plan or  
State Consolidated Plan  
(All PHAs)**

U. S Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 2/29/2016

**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

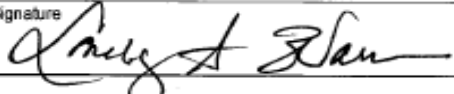
*Local Jurisdiction Name*

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/mod. income residents throughout the City, increased housing opportunities.

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
Lovely A. Warren	Mayor of Rochester, New York
Signature	Date
	3/10/2021

# Certification of Payments to Influence Federal Transactions

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

Applicant Name

Rochester Housing Authority

Program/Activity Receiving Federal Grant Funding

Capital Fund Program

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-L.L.L., Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

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

Shawn D. Burr

Title

Executive Director

Signature



Date (mm/dd/yyyy)

03/30/2021

Previous edition is obsolete

form HUD 50071 (01/14)  
ref. Handbooks 7417.1, 7475.13, 7485.1, & 7485.3

# DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

<b>1. Type of Federal Action:</b> <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance		<b>2. Status of Federal Action:</b> <input checked="" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award		<b>3. Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____	
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: _____  Congressional District, if known: 4c			<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>  Congressional District, if known: _____		
<b>6. Federal Department/Agency:</b> US Dept. of HUD Public Housing Office of Capital Imp			<b>7. Federal Program Name/Description:</b>  CFDA Number, if applicable: _____		
<b>8. Federal Action Number, if known:</b>			<b>9. Award Amount, if known:</b> \$ _____		
<b>10. a. Name and Address of Lobbying Registrant</b> (if individual, last name, first name, MI): RHA does not retain a Lobbying Firm			<b>b. Individuals Performing Services</b> (including address if different from No. 10a) (last name, first name, MI):		
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.			Signature: <u>Shawn D. Burr</u> Print Name: <u>Shawn D. Burr</u> Title: <u>Executive Director</u> Telephone No.: <u>585-697-6184</u> Date: <u>3/30/2021</u>		
<b>Federal Use Only:</b>				Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)	



U.S. Department of Housing and Urban Development  
Buffalo Office  
465 Main Street  
Buffalo, New York 14203-1780  
(716) 551-5755

3/24/2021

Mr. Shawn Burr  
Deputy Executive Director  
Rochester Housing Authority  
675 West Main Street  
Rochester, NY 14611-2313

Dear Mr. Burr:

Subject: Extend Approval of *Non-Dwelling Administrative Use*; or *Non-Dwelling Special Use: Resident Activities*

Thank you for your letter dated March 13, 2021 requesting that the following units be maintained in *Non-Dwelling Administrative Use*; or *Non-Dwelling Special Use: Resident Activities*

AMP #	IMS/ PIC Unit #	Address	Effective Unit Status	Effective Date	Expiration Date
NY041000222	02B10127	140 West Avenue	Non-Dwelling Administrative Use	4/1/2020	4/1/2023
NY041000222	02B10129	140 West Avenue	Non-Dwelling Administrative Use	4/1/2020	4/1/2023
NY041000222	02B10130	140 West Avenue	Non-Dwelling Administrative Use	4/1/2020	4/1/2023
NY041000222	02B10131	140 West Avenue	Non-Dwelling Administrative Use	4/1/2020	4/1/2023
NY041000222	02B10128	140 West Avenue	Non-Dwelling Special Use: Other Resident Activity	4/1/2020	4/1/2023
NY041000222	02B10132	140 West Avenue	Non-Dwelling Special Use: Other Resident Activity	4/1/2020	4/1/2023
NY041000222	02B10133	140 West Avenue	Non-Dwelling Special Use: Other Resident Activity	4/1/2020	4/1/2023

NY041000222	02B10141	140 West Avenue	Non-Dwelling Special Use: Other Resident Activity	4/1/2020	4/1/2023
NY041000334	06 0003	2-22 Luther Circle	Non-Dwelling Special Use: Other Resident Activity	4/1/2020	4/1/2023
NY041000554	38 005	2-20 Vienna Street	Non-Dwelling Administrative Use	11/17/2020	11/17/2023

Your request was reviewed in accordance with 24 CFR § 990.145 and PIH Notice 2011-7. Based on the information available to us, the Department has approved your request to continue to use these units as designated above. Our office will accept your request to change unit tenant status in the IMS/PIC system consistent with the effective date noted above. Once the PIC entries are completed please send an email to [Paul.F.Druzvik@hud.gov](mailto:Paul.F.Druzvik@hud.gov) notifying him of such.

You are reminded the Department's goal is to maximize available public housing units by increasing the number of families served. If the unit no longer meet the requirements outlined in PIH Notice 2011-7, it is not permitted to remain in this sub-category.

It has been a pleasure to assist in this important matter. Should you have any questions, or require any additional assistance with this matter, please contact Paul Druzvik, Program Analyst at (716) 646-7042 or email [Paul.F.Druzvik@hud.gov](mailto:Paul.F.Druzvik@hud.gov).

Sincerely,

*Sadie L. Bynum*

Sadie L. Bynum  
Director  
Office of Public Housing, 2CPH

Annual Statement/Performance and Evaluation Report  
Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226

Expires 8/31/2011

Part I: Summary					
PHA Name: Rochester Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P04150120 Replacement Housing Factor Grant No: Date of CFFP: _____		FFY of Grant: 2020 FFY of Grant Approval:	
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1 ) <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	300,000	0.00	0.00
3	1408 Management Improvements	0	0	0.00	0.00
4	1410 Administration (may not exceed 10% of line 21)	330,000	330,000	0.00	0.00
5	1480 General Capital Activities	4,833,502	4,610,700	0.00	0.00
6	1492 Moving to Work Demonstration	0	0	0.00	0.00
7	1501 Collateralization Expense/Debt Service Paid by PHA	0	0	0.00	0.00
8	1503 RAD-CFP	0	27,740	0.00	0.00
9	1504 RAD Investment Activity	0	225,504	0.00	0.00
10	1505 RAD-CPT	0	0	0.00	0.00
11	9000 Debt Reserves	0	0	0.00	0.00
12	9001 Bond Debt Obligation paid Via System of Direct Payment	0	0	0.00	0.00
13	9002 Loan Debt Obligation paid Via System of Direct Payment	0	0	0.00	0.00
14	9900 Post Audit Adjustment	0	0	0.00	0.00
	Total	5,463,502	5,493,944	0	0

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

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 8/31/2011

<b>Part I: Summary</b>				
PHA Name: Rochester Housing Authority		Grant Type and Number Capital Fund Program Grant No: NY06P04150120 Replacement Housing Factor Grant No: Date of CFFP: _____		FFY of Grant: 2020 FFY of Grant Approval:
Type of Grant <input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1 ) <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



Part II: Supporting Pages								
PHA Name: ROCHESTER HOUSING AUTHORITY			Grant Type and Number Capital Fund Program Grant No: NY06P04150120 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2020	
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 112								
Glenwood Gdns	Architectural/Engineering Fees (00017)	1480		1,000	1,000	0.00	0.00	
	Site work - lighting	1480		100,000	100,000	0.00	0.00	
	Unit Renovation	1480		1,000	31,442	0.00	0.00	
	Bldg Exterior Renovations	1480		1,000	1,000	0.00	0.00	
	Weatherization	1480		1,000	1,000	0.00	0.00	
	Common Area Renovations	1480		4,000	4,000	0.00	0.00	
	Systems Upgrades	1480		1,000	1,000	0.00	0.00	
Lexington Ct	Architectural/Engineering Fees (00017)	1480		1,000	1,000	0.00	0.00	
	Site work	1480		5,000	5,000	0.00	0.00	
	Unit Renovation	1480		5,000	5,000	0.00	0.00	
	Bldg Exterior Renovation	1480		5,000	5,000	0.00	0.00	
	Weatherization	1480		1,000	1,000	0.00	0.00	
	Common Area Renovation	1480		50,000	50,000	0.00	0.00	
	Systems Upgrades	1480		1,000	1,000			
	Total AMP 112			177,000	207,442	0.00	0.00	
AMP 113								
Lake Tower	Architectural/Engineering Fees (00017)	1480		1,000	1,000	0.00	0.00	
	Site work	1480		5,000	5,000	0.00	0.00	
	Unit Renovations	1480		1,000	1,000	0.00	0.00	
	Bldg Exterior Renovation	1480		500,000	500,000	0.00	0.00	
	Weatherization	1480		1,000	1,000	0.00	0.00	
	Common Area Renovation	1480		25,000	25,000	0.00	0.00	
	Systems Upgrades	1480		10,000	10,000	0.00	0.00	
Harriett Tubman								
	Architectural/Engineering Fees (00017)	1480		1,000	1,000	0.00	0.00	
	Site work - paving/sidewalks	1480		10,000	10,000	0.00	0.00	
	Unit Renovation	1480		5,000	5,000	0.00	0.00	
	Bldg Exterior Renovation	1480		5,000	5,000	0.00	0.00	

Part II: Supporting Pages

PHA Name:

ROCHESTER HOUSING AUTHORITY

Grant Type and Number

Capital Fund Program Grant No:

NY06PD4150120

Replacement Housing Factor Grant No:

Federal FFY of Grant: 2020

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	
	Community Center Renovation--laundry	1480		5,000	5,000	0.00	0.00	
	Systems Upgrades	1480		5,000	5,000	0.00	0.00	
	Development	1480		10,000	10,000	0.00	0.00	
	Total AMP 113			584,000	584,000	0.00	0.00	
AMP 222								
Danforth East								
	Architectural/Engineering Fees (00017)	1480		1,000	1,000	0.00	0.00	
	Site work	1480		1,000	1,000	0.00	0.00	
	Unit Renovations	1480		5,000	5,000	0.00	0.00	
	Bldg Ext Renovation - repair/seal masonry	1480		550,000	497,878	0.00	0.00	
	Weatherization	1480		1,000	1,000	0.00	0.00	
	Common Area Renovations	1480		5,000	5,000	0.00	0.00	
	Systems Upgrades	1480		10,000	10,000	0.00	0.00	
Danforth West								
	Architectural/Engineering Fees (00017)	1480		1,000	1,000	0.00	0.00	
	Site work	1480		1,000	1,000	0.00	0.00	
	Unit Renovations - windows	1480		5,000	5,000	0.00	0.00	
	Bldg Exterior Renovation	1480		550,000	497,878	0.00	0.00	
	Weatherization	1480		1,000	1,000	0.00	0.00	
	Common Area Renovation	1480		5,000	5,000	0.00	0.00	
	Systems Upgrades	1480		5,000	5,000	0.00	0.00	
Jon Child								
	Architectural/Engineering Fees (00017)	1480		1,000	1,000	0.00	0.00	
	Site work	1480		1,000	1,000	0.00	0.00	
	Unit Renovation	1480		5,000	5,000	0.00	0.00	
	Bldg Exterior Renovation - repair/seal brick	1480		5,000	5,000	0.00	0.00	
	Common Area Renovation	1480		1,000	1,000	0.00	0.00	
	Weatherization	1480		1,000	1,000	0.00	0.00	
	Systems Upgrades	1480		10,000	10,000	0.00	0.00	

Part II: Supporting Pages								
PHA Name: ROCHESTER HOUSING AUTHORITY			Grant Type and Number Capital Fund Program Grant No: NY06P04150120 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2020	
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	
Kennedy Twr								
	Architectural/Engineering Fees (00017)	1480		1,000	1,000	0.00	0.00	
	Site work -paving/sidewalks	1480		50,000	50,000	0.00	0.00	
	Unit renovation	1480		1,000	1,000	0.00	0.00	
	Bldg Exterior Renovation	1480		2,000	2,000	0.00	0.00	
	Common Area Renovation - hallway carpet	1480		10,000	10,000	0.00	0.00	
	System Upgrades	1480		10,000	10,000	0.00	0.00	
	Weatherization	1480		1,000	1,000	0.00	0.00	
	Total AMP 222			1,240,000	1,135,756	0.00	0.00	
AMP 334								
Bronson Ct								
	Architectural/Engineering Fees (00017)	1480		1,000	1,000	0.00	0.00	
	Site work - storage building	1480		5,000	5,000	0.00	0.00	
	Unit Renovation	1480		100,000	100,000	0.00	0.00	
	Bldg Exterior Renovation	1480		50,000	50,000	0.00	0.00	
	Systems Upgrades	1480		1,000	1,000	0.00	0.00	
Fairfield Village								
	Architectural/Engineering Fees (00017)	1480		1,000	1,000	0.00	0.00	
	Site work	1480		25,000	25,000	0.00	0.00	
	Unit Renovation	1480		5,000	5,000	0.00	0.00	
	Bldg Exterior Renovation -weatherization	1480		10,000	10,000	0.00	0.00	
	Systems Upgrades	1480		5,000	5,000	0.00	0.00	
Atlantic TH								
	Architectural/Engineering Fees (00017)	1480		1,000	1,000	0.00	0.00	
	Site work	1480		25,000	25,000	0.00	0.00	
	Unit Renovations	1480		1,000	1,000	0.00	0.00	
	Bldg Exterior Renovation	1480		1,000	1,000	0.00	0.00	
	Systems Upgrades	1480		5,000	5,000	0.00	0.00	
	Weatherization	1480		1,000	1,000	0.00	0.00	

PHA Name: ROCHESTER HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: NY06P04150120 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2020		
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	
University Twr								
	Architectural/Engineering Fees (00017)	1480		1,000	1,000	0.00	0.00	
	Site work	1480		5,000	5,000	0.00	0.00	
	Unit Renovation	1480		5,000	5,000	0.00	0.00	
	Bldg Ext Renovation	1480		5,000	5,000	0.00	0.00	
	Weatherization	1480		1,000	1,000	0.00	0.00	
	Common Area Renovation	1480		1,000	1,000	0.00	0.00	
	Systems Upgrades	1480		20,000	20,000	0.00	0.00	
	Total AMP 334			275,000	275,000	0.00	0.00	
AMP 361								
Capsule Dwelling								
	Architectural/Engineering Fees (00017)	1480		1,000	1,000	0.00	0.00	
	Site work	1480		10,000	10,000	0.00	0.00	
	Unit Renovation	1480		10,000	10,000	0.00	0.00	
	Bldg Exterior Renovation--roofs/gutters	1480		10,000	10,000	0.00	0.00	
	Systems Upgrades	1480		10,000	10,000	0.00	0.00	
Scattered Sites (161)								
	Architectural/Engineering Fees (00017)	1480		1,000	1,000	0.00	0.00	
	Site work	1480		1,000	1,000	0.00	0.00	
	Unit Renovations - windows	1480		10,000	10,000	0.00	0.00	
	Bldg Ext Renov - roofs/gutters, porches, siding	1480		50,000	50,000	0.00	0.00	
	Weatherization	1480		1,000	1,000	0.00	0.00	
	Systems Upgrades	1480		2,000	2,000	0.00	0.00	
	Demolition	1480		1,000	1,000	0.00	0.00	
	Development	1480		1,000	1,000	0.00	0.00	
Scattered Sites (261)								
	Architectural/Engineering Fees (00017)	1480		1,000	1,000	0.00	0.00	

Part II: Supporting Pages								
PHA Name: ROCHESTER HOUSING AUTHORITY			Grant Type and Number Capital Fund Program Grant No: NY06PD4150120 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2020	
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	
	Site work	1480		1,000	1,000	0.00	0.00	
	Unit Renovations	1480		10,000	10,000	0.00	0.00	
	Bldg Ext Renov - roofs/gutters, porches, siding	1480		50,000	50,000	0.00	0.00	
	Weatherization	1480		2,000	2,000	0.00	0.00	
	Systems Upgrades	1480		1,000	1,000	0.00	0.00	
	Demolition	1480		1,000	1,000	0.00	0.00	
	Development	1480		51,000	51,000	0.00	0.00	
	Scattered Sites (361)							
	Architectural/Engineering Fees (00017)	1480		1,000	1,000	0.00	0.00	
	Site work	1480		1,000	1,000	0.00	0.00	
	Unit Renovations	1480		250,000	225,000	0.00	0.00	
	Bldg Ext Renovation - roofs/gutters, porches, siding	1480		50,000	50,000	0.00	0.00	
	Weatherization	1480		1,000	1,000	0.00	0.00	
	Systems Upgrades	1480		2,000	2,000	0.00	0.00	
	Demolition	1480		1,000	1,000	0.00	0.00	
	Development	1480		1,000	1,000	0.00	0.00	
	Total AMP 361			532,000	507,000	0.00	0.00	
AMP 442								
	Hudson Ridge							
	Architectural/Engineering Fees (00017)	1480		1,000	1,000	0.00	0.00	
	Site work	1480		5,000	5,000	0.00	0.00	
	Unit Renovation	1480		1,000	1,000	0.00	0.00	
	Bldg Exterior Renovation --roof	1480		275,000	225,000	0.00	0.00	
	Common Area Renovation - laundry rooms	1480		75,000	75,000	0.00	0.00	
	Systems Upgrades	1480		10,000	10,000	0.00	0.00	
	Parliament Arms							
	Architectural/Engineering Fees (00017)	1480		1,000	1,000	0.00	0.00	
	Sitework	1480		5,000	5,000	0.00	0.00	

Part II: Supporting Pages								
PHA Name: ROCHESTER HOUSING AUTHORITY			Grant Type and Number Capital Fund Program Grant No: NY06PD4150120 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2020	
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	
	Unit Renovations	1480		5,000	5,000	0.00	0.00	
	Bldg Exterior Renovation	1480		5,000	5,000	0.00	0.00	
	Weatherization	1480		1,000	1,000	0.00	0.00	
	Common Area Renovation	1480		5,000	5,000	0.00	0.00	
	Systems Upgrades	1480		2,000	2,000	0.00	0.00	
	New Development	1480		5,000	5,000	0.00	0.00	
Seneca Manor								
	Architectural/Engineering Fees (00017)	1480		1,000	1,000	0.00	0.00	
	Site work - paving/sidewalks	1480		100,000	100,000	0.00	0.00	
	Unit Renovation	1480		100,000	100,000	0.00	0.00	
	Bldg Exterior Renovation	1480		100,000	100,000	0.00	0.00	
	Weatherization	1480		1,000	1,000	0.00	0.00	
	Systems Upgrades	1480		80,000	80,000	0.00	0.00	
	Total AMP 442			776,000	728,000	0.00	0.00	
AMP 554								
Bay-Zimmer								
	Architectural/Engineering Fees (00017)	1480		1,000	1,000	0.00	0.00	
	Site work	1480		2,000	2,000	0.00	0.00	
	Unit Renovations	1480		50,000	50,000	0.00	0.00	
	Bldg Exterior Renovation	1480		5,000	5,000	0.00	0.00	
	Systems Upgrades	1480		1,000	1,000	0.00	0.00	
Holland TH								
	Architectural/Engineering Fees (00017)	1480		1,000	1,000	0.00	0.00	
	Site work	1480		5,000	5,000	0.00	0.00	
	Unit Renovations	1480		50,000	50,000	0.00	0.00	
	Bldg Exterior Renovation - roofs/gutters	1480		275,000	225,000	0.00	0.00	
	Systems Upgrades	1480		11,000	11,000	0.00	0.00	
Lena Gantl								

Part II: Supporting Pages								
PHA Name: ROCHESTER HOUSING AUTHORITY			Grant Type and Number Capital Fund Program Grant No: NY06P04150120 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2020	
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	
	Architectural/Engineering Fees (00017)	1480		2,000	2,000	0.00	0.00	
	Site work	1480		1,000	1,000	0.00	0.00	
	Unit Renovation	1480		51,000	51,000	0.00	0.00	
	Bldg Exterior Renovation	1480		5,000	5,000	0.00	0.00	
	Weatherization	1480		1,000	1,000	0.00	0.00	
	Common Area Renovation	1480		10,000	10,000	0.00	0.00	
Parkside Apts								
	Capital Funds Relocated to RAD Rent	1503		0	27,740	0.00	0.00	
	Project Costs Including Reserves	1504		0	225,504	0.00	0.00	
	Total AMP 554			471,000	674,244	0.00	0.00	
AMP 562								
Federal St TH								
	Architectural/Engineering Fees (00017)	1480		25,000	1,000	0.00	0.00	
	Site work	1480		1,000	1,000	0.00	0.00	
	Unit Renovation	1480		1,000	1,000	0.00	0.00	
	Bldg Exterior Renovation	1480		1,000	1,000	0.00	0.00	
	Weatherization	1480		1,000	1,000	0.00	0.00	
Scattered Sites (461)								
	Architectural/Engineering Fees (00017)	1480		1,000	1,000	0.00	0.00	
	Site work	1480		1,000	1,000	0.00	0.00	
	Unit Renovations	1480		10,000	10,000	0.00	0.00	
	Bldg Exterior Renovation - roofs/gutters, porches, siding	1480		100,000	100,000	0.00	0.00	
	Weatherization	1480		1,000	1,000	0.00	0.00	
	Systems Upgrades	1480		2,000	2,000	0.00	0.00	
	Demolition	1480		1,000	1,000	0.00	0.00	
	Development	1480		102,502	102,502	0.00	0.00	
Scattered Sites (561)								
	Architectural/Engineering Fees (00017)	1480		1,000	1,000	0.00	0.00	

Part II: Supporting Pages								
PHA Name: ROCHESTER HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: NY06PD4150120 Replacement Housing Factor Grant No:				Federal FFY of Grant: 2020		
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	
	Site work	1480		25,000	25,000	0.00	0.00	
	Unit Renovations	1480		75,000	75,000	0.00	0.00	
	Bldg Exterior Renovation - roofs/gutters, porches, siding	1480		100,000	100,000	0.00	0.00	
	Weatherization	1480		5,000	5,000	0.00	0.00	
	Systems Upgrades	1480		25,000	25,000	0.00	0.00	
	Demolition	1480		1,000	1,000	0.00	0.00	
	Development	1480		1,000	1,000	0.00	0.00	
	Total AMP 562			480,502	456,502	0.00	0.00	
41-ZZ								
Authority Wide	CFP to Operations (00PER)	1406		300,000	300,000	0.00	0.00	
	Site Work	1480		15,000	15,000			
	Management Improvements (01002)	1408		0	0	0.00	0.00	
	Site Acquisition	1480		25,000	25,000	0.00	0.00	
	General Administrative Costs (01027)	1410		330,000	330,000	0.00	0.00	
	Program Audit (01617)	1480		5,000	5,000	0.00	0.00	
	Environmental Review (00017)	1480		1,000	1,000	0.00	0.00	
	Development	1480		250,000	250,000	0.00	0.00	
				926,000	926,000	0.00	0.00	
			Total	5,463,502	5,493,944	0.00	0.00	



Part III: Implementation Schedule for Capital Fund Financing Program						
PHA Name: Rochester Housing Authority					Federal FFY of Grant: 2020	
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					
112	Glenwood/Lexington Ct					
113	Lake Tower/H Tubman					
222	DTE&W/Jon Child/Kennedy					
334	Bronson/Luther/Atlantic/University					
361	Capsule/Scattered Sites - Zone 1,2,3					
442	Hudson-Ridge/Parliament/Seneca Manor					
554	Bay-Zimmer/Holland/Gant/Parkide					
562	Federal/Scattered Sites - Zone 4,5					

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

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 8/31/2011

<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 __2020__	Work Statement for Year 2 FFY __2021__	Work Statement for Year 3 FFY __2022__	Work Statement for Year 4 FFY __2023__	Work Statement for Year 5 FFY __2024__
	112 Glenwood/Lexington Ct	Annual	488,000	731,000	39,000	488,000
	113 Lake Tower/H Tubman		359,000	474,000	277,000	359,000
	222 DTE&W/Jon Child/Kennedy		858,000	536,000	214,000	808,000
	334 Bronson/Luther/Atlantic/University		476,000	577,000	1,219,000	476,000
	361 Capsule/Scattered Sites - Zone 1,2,3		236,000	518,000	1,019,000	245,000
	442 Hudson-Ridge/Parliament/Seneca Manor		975,000	557,000	528,000	969,000
	554 Bay Zimmer/Holland/Gantt/Parkside		1,104,000	316,000	363,000	999,000
	562 Federal/Scattered Sites - Zone 4,5		135,000	826,000	742,000	146,000
B.	Physical Improvements Subtotal		4,631,000	4,535,000	4,401,000	4,490,000
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					
K.	Total CFP Funds		5,261,000	5,165,000	5,031,000	5,120,000
L.	Total Non-CFP Funds					
M.	Grand Total		5,261,000	5,165,000	5,031,000	5,120,000

## Part II: Supporting Pages – Physical Needs

Work Statement for Year 1 FFY 2020	Work Statement for Year 2 FFY 2021			Work Statement for Year 3 FFY 2022			Work Statement for Year 4 FFY 2023			Work Statement for Year 5 FFY 2024		
	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
See Attachment	112 Glenwood Gardens			112 Glenwood Gardens			112 Glenwood Gardens			111 Glenwood Gardens		
	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000
	Site work - lighting		1,000	Site work - lighting		1,000	System Upgrades-electric		37,000	Site work - lighting		1,000
	Unit Renovation		200,000	Unit Renovation		200,000				Unit Renovation		200,000
	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
	Systems Upgrades		1,000	Systems Upgrades		\$5,000				Systems Upgrades		1,000
	Weatherization		1,000	Weatherization		1,000				Weatherization		1,000
	Lexington Ct			Lexington Ct			Lexington Ct			Lexington Ct		
	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000
	Site work		5,000	Site work		5,000				Site work		5,000
	Unit renovation		250,000	Unit renovation		250,000				Unit renovation		250,000
	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
	Systems Upgrades		1,000	Systems Upgrades		\$5,000				Systems Upgrades		1,000
	Weatherization		1,000	Weatherization		1,000				Weatherization		1,000
				Development		25,000						
				Demolition		50,000						

Work Statement for Year 1 FFY 2020	Work Statement for Year 2 FFY 2021			Work Statement for Year 3 FFY 2022			Work Statement for Year 4 FFY 2023			Work Statement for Year 5 FFY 2024		
	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
	Total AMP 112		488,000	Total AMP 112		731,000	Total AMP 112		39,000	Total AMP 112		488,000
	113 Lake Tower			113 Lake Tower			113 Lake Tower			113 Lake Tower		
	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000
	Site work		5,000	Site work		5,000	Systems Upgr-elevators		275,000	Site work		5,000
	Unit renovation		100,000	Unit renovation		100,000				Unit renovation		100,000
	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
	Systems Upgrades		10,000	Systems Upgrades		150,000				Systems Upgrades		10,000
	Weatherization		1,000	Weatherization		1,000				Weatherization		1,000
				Development		25,000						
	Harriett Tubman Estates			Harriett Tubman Estates			Harriett Tubman Estates			Harriett Tubman Estates		
	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000
	Site work - paving/sidewalks		10,000	Site work - paving/sidewalks		60,000				Site work - paving/sidewalks		10,000
	Unit Renovation		200,000	Unit Renovation		100,000				Unit Renovation		200,000
	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
	Systems Upgrades		5,000	Systems Upgrades		5,000				Systems Upgrades		5,000
	Development		10,000	Development		10,000				Development		10,000



Work Statement for Year 1 FFY 2020	Work Statement for Year 2 FFY 2021			Work Statement for Year 3 FFY 2022			Work Statement for Year 4 FFY 2023			Work Statement for Year 5 FFY 2024		
	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
	Common Area Renovation - replace hallway carpet		1,000	Common Area Renovation - replace hallway carpet		1,000				Common Area Renovation		1,000
	Systems Upgrades		10,000	Weatherization		1,000				Systems Upgrades		10,000
	<b>Total AMP 222</b>		<b>\$58,000</b>	<b>Total AMP 222</b>		<b>536,000</b>	<b>Total AMP 222</b>		<b>214,000</b>	<b>Total AMP 222</b>		<b>808,000</b>
334	<b>Bronson Court</b>			334	<b>Bronson Court</b>		334	<b>Bronson Court</b>		334	<b>Bronson Court</b>	
	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000
	Site work, storage building		5,000	Site work, storage building		5,000	Site work-lighting		10,000	Site work		5,000
	Unit Renovations		100,000	Unit Renovations		100,000				Unit Renovations		100,000
	Bldg Exterior Renovation		50,000	Bldg Exterior Renovation		50,000				Bldg Exterior Renovation		50,000
	Systems Upgrades		1,000	Systems Upgrades		25,000				Systems Upgrades		1,000
				Weatherization		1,000						
	<b>Fairfield Village</b>			<b>Fairfield Village</b>			<b>Fairfield Village</b>			<b>Fairfield Village</b>		
	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000
	Sitework		1,000	Sitework		50,000	Development		250,000	Sitework		1,000
	Unit Renovation		10,000	Unit Renovation		1,000	Demolition		85,000	Unit Renovation		10,000
	Bldg Exterior Renovation - weatherization		10,000	Bldg Exterior Renovation - weatherization		1,000				Bldg Exterior Renovation		10,000
	Systems Upgrades		5,000	Systems Upgrades		5,000				Systems Upgrades		5,000
	<b>Atlantic Townhouses</b>			<b>Atlantic Townhouses</b>			<b>Atlantic Townhouses</b>			<b>Atlantic Townhouses</b>		
	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000
	Site work		5,000	Site work		5,000	Demolition		65,000	Site work		5,000
	Unit Renovations		1,000	Unit Renovations		2,000	Development		500,000	Unit Renovations		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
	Weatherization		1,000	Weatherization		1,000				Weatherization		1,000
	<b>University Tower</b>			<b>University Tower</b>			<b>University Tower</b>			<b>University Tower</b>		
	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000



Work Statement for Year 1 FFY 2020	Work Statement for Year 2 FFY 2021			Work Statement for Year 3 FFY 2022			Work Statement for Year 4 FFY 2023			Work Statement for Year 5 FFY 2024		
	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		
	Weatherization		1,000	Weatherization		5,000				Weatherization		1,000
	Scattered Sites - Zone 3			Scattered Sites - Zone 3			Scattered Sites - Zone 3			Scattered Sites - Zone 3		
	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000
	Site work		1,000	Site work		5,000	Systems Upgr-lighting		10,000	Site work		1,000
	Unit Renovations		10,000	Unit Renovations		10,000				Unit Renovations		10,000
	Bldg Exterior Renovation - roofs/gutters, porches, siding		50,000	Bldg Exterior Renovation - roofs/gutters, porches, siding		75,000				Bldg Exterior Renovation		50,000
	Systems Upgrades		2,000	Systems Upgrades		25,000				Systems Upgrades		5,000
	Weatherization		1,000	Weatherization		5,000				Weatherization		1,000
				Demolition		25,000						
	<b>Total AMP 361</b>		<b>236,000</b>	<b>Total AMP 361</b>		<b>518,000</b>	<b>Total AMP 361</b>		<b>1,019,000</b>	<b>Total AMP 361</b>		<b>245,000</b>
442	Hudson Ridge Tower			442	Hudson Ridge Tower		442	Hudson Ridge Tower		442	Hudson Ridge Tower	
	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000
	Site work		5,000	Site work		5,000	Systems Upg-DHW			Site work		55,000
	Unit Renovation - windows		100,000	Unit Renovation - windows		100,000	Systems Upgr-elevators		275,000	Unit Renovation		144,000
	Bldg Exterior Renovation - roof		1,000	Bldg Exterior Renovation - roof		1,000	Systems Upgrades		85,000	Bldg Exterior Renovation		1,000
	Common Area Renovation -		1,000	Common Area Renovation -		1,000				Common Area Renovation		1,000
	Systems Upgrades		10,000	Systems Upgrades						Systems Upgrades		10,000
	Parliament Arms Apts			Parliament Arms Apts			Parliament Arms Apts			Parliament Arms Apts		



Work Statement for Year 1 FFY 2020	Work Statement for Year 2 FFY 2021			Work Statement for Year 3 FFY 2022			Work Statement for Year 4 FFY 2023			Work Statement for Year 5 FFY 2024		
	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
	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000
	Sitework		5,000	Sitework		5,000	Sitework-lighting		65,000	Sitework		5,000
	Unit Renovation		200,000	Unit Renovation		10,000	Systems Upgrades		85,000	Unit Renovation		175,000
	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
	Systems Upgrades		2,000	Systems Upgrades						Systems Upgrades		2,000
	Weatherization		1,000	Weatherization		1,000				Weatherization		1,000
	New Development		10,000	New Development		10,000				New Development		10,000
	Seneca Manor Townhouses			Seneca Manor Townhouses			Seneca Manor Townhouses			Seneca Manor Townhouses		
	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000
	Site work - paving/sidewalks		150,000	Site work - paving/sidewalks		50,000	Site work - lighting		15,000	Site work		150,000
	Unit Renovation		300,000	Unit Renovation		200,000	Unit Renovation-appliances			Unit Renovation		200,000
	Bldg Exterior Renovation		175,000	Bldg Exterior Renovation		75,000	Systems Upgr-Water pressure regulators			Bldg Exterior Renovation		200,000
	Systems Upgrades		1,000	Systems Upgrades		85,000				Systems Upgrades		1,000
	Weatherization		1,000	Weatherization		1,000				Weatherization		1,000
	Total AMP 442		975,000	Total AMP 442		557,000	Total AMP 442		528,000	Total AMP 442		969,000
554	Bay-Zimmer			554 Bay-Zimmer			554 Bay-Zimmer			554 Bay-Zimmer		
	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000
	Site work		1,000	Site work		50,000	Systems Upgr-furnace			Site work		1,000
	Unit Renovations		400,000	Unit Renovations		10,000				Unit Renovations		301,000
	Bldg Exterior Renovation		5,000	Bldg Exterior Renovation		5,000				Bldg Exterior Renovation		5,000
	Weatherization		1,000	Systems Upgrades		5,000				Weatherization		1,000
				Weatherization		1,000						
	Holland Townhouses			Holland Townhouses			Holland Townhouses			Holland Townhouses		
	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000
	Site work		5,000	Site work		85,000	Site work-lighting		10,000	Site work		5,000
	Unit Renovation		251,000	Unit Renovation			Unit Renovation		250,000	Unit Renovation		250,000
	Bldg Exterior Renovation - roofs/gutters		200,000	Bldg Exterior Renovation - roofs/gutters/windows		105,000				Bldg Exterior Renovation		200,000
	Systems Upgrades		10,000	Systems Upgrades		10,000				Systems Upgrades		10,000
	Lena Gantt Estates			Lena Gantt Estates			Lena Gantt Estates			Lena Gantt Estates		
	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000	A&E Fees		1,000
	Site work		10,000	Site work		1,000				Site work		10,000
	Unit Renovation		200,000	Unit Renovation			Unit Renovation		100,000	Unit Renovation		200,000
	Bldg Exterior Renovation		10,000	Bldg Exterior Renovation		5,000				Bldg Exterior Renovation		5,000
	Systems Upgrades		7,000	Systems Upgrades		35,000				Systems Upgrades		7,000
	Weatherization		1,000	Weatherization		1,000				Weatherization		1,000
	Parkside Apts			Parkside Apts			Parkside Apts			Parkside Apts		
	RAD Conversion			RAD Conversion			RAD Conversion			RAD Conversion		



Capital Fund Program--Five Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 8/31/2011

Part II: Supporting Pages -- Physical Needs												
Work Statement for Year 1 FFY 2020	Work Statement for Year <u>2</u> FFY 2021			Work Statement for Year <u>3</u> FFY 2022			Work Statement for Year <u>4</u> FFY 2023			Work Statement for Year <u>5</u> FFY 2024		
	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
See Annual Statement	<b>Operations</b>			<b>Operations</b>			<b>Operations</b>			<b>Operations</b>		
	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>

## ATTACHMENT 22



**Public Housing Management**  
140 West Avenue  
Rochester, New York 14611

March 19, 2021

Annual Plan 2021-2022

Kick-off meeting March 18, 2021

675 West Main Street

Shawn Burr, Deputy Executive Director, welcomed Council Presidents, resident Commissioners, and staff.

Mr. Burr reviewed the Annual Plan timeline that is beginning two months behind schedule thanks to the pandemic. We will be working diligently to get the plan completed and ready for Board approval in June.

Mr. Burr explained how important resident input is and how it will take a lot of teamwork to get this complete. Presidents should speak to fellow residents about what improvements residents would like to see at their sites.

The next meeting with RAB Presidents and staff will be sometime in mid-May.

ANNUAL PLAN MEETING  
3/18/2021 0:00  
12:00

(585) 504-2072  
Conference ID #  
129636618#

NAME	ADDRESS	
Eugene Dickerson		
ANDRE LOCKETT		
Julia Howard		
Dorothy Sucker		
James Shuter		
Linda Kammrath Schwenker	140 W. Ave. 14111	
Jesse McCarthy	86 Vienna	ONLINE
Harold Wilcox	401 Seneca Manor	ONLINE
Christal Webb	140 W. Ave	ONLINE
Linda Kellogg	270 Lake Ave	ONLINE
Commissioner Hershel Patterson	140 West Ave	ONLINE
Evhen Tupis	675 W. Main St.	Online
Commissioner Elaine Cummings	86 Vienna	Online
Jacquetta Harris	675 W. Main	ONLINE
James Senger	675 W. Main	ONLINE
Ubaldo Tancatello	675 W. Main	ONLINE
Mariam Rodriguez Machuca	675 W. Main	ONLINE
Mark Plathoff	270 Lake Ave	ONLINE
Shawanna Lawrence	675 W. Main	ONLINE
Senclair Carrington	675 W. Main	ONLINE
Shawn Burr	675 W. Main	
Diana Colon	675 W. Main	

### **Kennedy Tower**

Lula Howard, Council President and Andre Lockett, Council VP submitted the following requests:

- Outside ashtrays
- More trash cans inside building and outside of building
- Outdoor grill needs repair or replacement
- Windows in apartments still need sealing repair
- Plumbing is bad; needs new pipes and drain system

### **Lena Gantt**

Florine Cummings, Resident Commissioner, submitted the following requests:

- Replace water heaters
- Replace aging furnaces
- Units need renovating; painting, replace appliances, new countertops in kitchen

### **University Tower**

Eugene Dickerson, Council President submitted the following requests:

- New BBQ grills outside
- New flooring
- New computers in computer room
- Waiting room and community room furniture needs replacing
- Workout equipment for tenant use in the community room

### **Glenwood Gardens**

James Skeeter, Council President submitted the following requests:

- Cameras needed throughout site
- 24-hour security
- Windows need replacing, leak when it rains
- More signage is needed for parking

### **Lexington**

There was no resident representation at this meeting.

### **Capsule Dwelling**

There is no Resident Council at this site.

### **Jonathan Child**

There is no Resident Council at this site.

### **Atlantic Townhouses**

There is no Resident Council at this site.

**Bronson Court**

There is no Resident Council at this site.

**Luther Circle**

There is no Resident Council at this site.

**Bay Zimmer**

There is no Resident Council at this site.

**Parliament Arms**

There is no Resident Council at this site.

**Seneca Manor Townhouses**

There is no Resident Council at this site.

**Danforth Tower East**

Hershel Patterson, Resident Council member submitted the following request:

- Picnic Grills
- Apartment painted
- Handicap doors for the TV room and to both first floor bathrooms
- Water fountain on the first floor
- New chairs in the waiting room
- Computer room extended and two additional computers.
- Wi-Fi in building
- Electric Outlets outside

**Danforth Tower West**

There was no resident representation at this meeting.

**Lake Tower**

Renee A. Collins, Council President submitted the following requests:

- New furniture and removal of the rug in the community room.
- Cameras on the elevators
- Clean the garbage shuts once a month. - referred to maintenance
- New grills
- Parking lot redone paved and painted.
- TV in the laundry room.
- New security company – referred to management
- Better response time to maintenance calls. - referred to maintenance
- Remove carpets from the apartments
- New entrance doors.

**Hudson Ridge Tower**

Dorothy Tucker, Council President submitted the following requests:

- Parking lots needs to be paved, sealed, and striped

- New tile needed for all hallways floor 1-16
- New floor covering for elevators and front entryway; something durable
- Decorative fencing for resident gardens
- Cameras needed outside all around the building
- Cameras needed on all floors
- Landscaping for front and backyard
- Pavement needs replacing at entry door
- Improved lighting for the backyard and walkway on small parking lot side
- New and improved liftgates for entry into both resident parking lots
- Larger rills for the backyard

DRAFT



## ATTACHMENT 23      NEW ACTIVITIES

### B2. New activities

#### **Choice Neighborhood Initiative**

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

If the grant application is pursued, input will again be gathered from RHA residents and community stakeholders to shape the plan. RHA also intends to apply for an Implementation Grant to realize the transformation plan.

#### **GRANTS/FUNDING**

**Emergency Safety and Security** - RHA intends to apply for this grant when available. The priority for this grant application is to update security cameras and monitoring activities at 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 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 intends to apply 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 September 13, 2018. 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. RHA intends to apply for the Jobs Plus program, Grant FY2020

RHA intends to apply for the Resident Opportunity and Self Sufficiency Education (ROED) grant.

**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. RHA applied for this grant in the Summer 2020 round and was not successful; RHA will resubmit this application for the financing of the Federal Street/Scattered Site redevelopment project. As other projects are identified, additional applications may be submitted.

**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.

**New York State Preservation Opportunity Program** – Enterprise Community Partners, in conjunction with New York State, accepted proposals from housing authorities to request in-depth technical assistance to develop a preservation plan for a specific portfolio of affordable housing. RHA was awarded a grant and will work with our Grant Partner to create financing and development plans, produce various preservation options, and provide funding for physical needs assessments and early predevelopment and acquisition costs.

## **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 them 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 five years are 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**

RHA meets regularly with the City to increase efforts to rehabilitate available properties in targeted neighborhoods, reducing blight, and increase access to services in the neighborhood. Planning efforts continue with respect to RHA and the City of Rochester's Annual and Comprehensive Plans, respectively.

RHA intends to increase joint ventures with community partners. We have been working with Connected Communities as part of the Housing Committee on their neighborhood planning efforts. RHA looks forward to this continued collaboration as development opportunities become available.

RHA is planning the redevelopment of its public housing sites; Federal Street Townhouses, Scattered Sites, Edinburgh Street, and the Bond/Hamilton Street complex. 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 Faircloth 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 and other complexes as identified.

RHA may issue its own bonds for development activities and acquiring the 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 in renovating scattered site properties based upon need.

RHA will identify additional Scattered Sites for Section 32 homeownership opportunities for public housing residents; housing choice vouched for Participants or other qualified persons based upon this order. These Scattered Site homes will have physical needs assessments performed and repairs/renovations done accordingly to prepare the residents for successful homeownership.

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

RHA may dispose of targeted scattered-site units to developers for exchange of an agreed-upon number of the homes/units to be rehabilitated or constructed; most must remain affordable and available for public housing applicants or other RHA referrals.

RHA has retained the services of a Development Partner not only to assist RHA in obtaining funds to redevelop our properties but to recommend the best methods of ensuring the long-term viability of our housing stock. The partner is also responsible for community engagement and building staff capacity.

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 to preserve its Public Housing stock. Capital Funds may also be used for development activities and will be used to renovate Scattered Site properties and prepare some for homeownership. RHA plans to redevelop its Bond/Hamilton site, Edinburg Street site, and other locations around the City in coordination with the City Comprehensive Plan Strategies.

RHA will undertake several energy-saving initiatives and plans to participate in programs offered by NYSERDA, RG&E, and other organizations that 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**

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

### **Housing Choice Voucher Mobility Demonstration**

RHA will be applying to HUD's Housing Choice Voucher Mobility Demonstration. The Housing Choice Voucher Mobility Demonstration will allow participating Public Housing Authorities (PHAs) throughout the country to implement housing mobility programs by offering mobility-related services to increase the number of voucher families with children living in opportunity areas. In addition to offering mobility-related services, participating PHAs will work together in their region to adopt administrative policies that further enable housing mobility, increase landlord participation, and reduce barriers for families to move across PHA jurisdictions through portability. The HCV program intends to have tenant liaisons at properties with 50 and more participants. HCV tenant's needs and feedback will be shared with 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, the RHA Leasing Operations Department may 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.

RHA plans to adopt the Housing Opportunity through Modernization Act (HOTMA) allowance that the Project-Based and Veterans Administration Supportive Housing (VASH) Programs will provide vouchers to Family Unification Program applicants.

### **Memorandum of Understandings**

RHA may implement a Memorandum of Understanding with local Community Partners to eliminate homelessness using public housing units or Section 8 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.

### **Trainings/Workshops/Classes**

RHA intends to:

- Partner with the community agencies (example: Housing Council at PathStone and Legal Assistance of Western New York) to have landlord workshops and Housing Fairs. The goal would be to assist landlords in operating their “small business” for issues that are directly related to being a Housing Choice Voucher landlord.
- Annually offer a presentation through Legal Assistance of Western New York (LawNY) to participants and landlords on best practices and Fair Housing.
- Conduct Landlord briefings monthly to provide answers and information to our Landlords/Owners.

### **Participant Portal**

RHA intends to have kiosks available on site in the Housing Choice Voucher lobby for participants to use for their annual recertification, obtaining work verification, and receiving their updated status of their moving papers for a new unit.

## **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 has reduced the number of unit choices of public housing from three to two.

Public Housing Applications can now be submitted through RHA’s website as well as via a paper application.

## **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 HCV 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 to provide hands-on training for public housing residents and HCV 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.

RHA intends to seek partners who will grow and assist family self-sufficiency initiatives.

RHA intends to partner with the City of Rochester on the Financial Empowerment Center (FEC) initiative, which will provide free financial services to residents and participants.

RHA intends to participate in the Envision Center demonstration, which offers HUD-assisted families access to support services that can help them achieve self-sufficiency through a centralized hub of supports in the following four pillars: (1) Economic Empowerment, (2) Educational Advancement, (3) Health and Wellness, and (4) Character and Leadership.

### **Homeownership**

RHA intends to fully Implement the Section 32 homeownership program as outlined in its Homeownership 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 the 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 partner with a local certified Housing Counseling for pre-and post-homeownership counseling.

RHA will seek partners to participate in Homeownership processes.

## **PUBLIC HOUSING**

RHA will continue its 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 four 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 the 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 the use of its community-based Computer Labs with faster service, new equipment and utilize Community Service hours to monitor computer labs.

RHA will continue its “Beautification Initiative” for all its developments that will enhance curb appeal throughout the property.

RHA will be requesting an additional two-year approval of the designated housing in December 2020 (see Attachment 7).

RHA is seeking the possibility of expanding its partnership with Family Services Communities to offer Enriched Housing at other Public Housing locations.

RHA is in the process of drafting a proposed Assistance/Companion Animal Policy for Public Housing Residents.

RHA plans to increase the number and frequency of social functions for its Public Housing residents.

**HOTMA Over-Income Limit Provision:** RHA has instituted HOTMA’s provision establishing a 120%-of-AMI household income limit for public housing residents. After a household’s income exceeds 120% of AMI for two consecutive years, RHA must either terminate the household’s tenancy within six months of the household’s second income determination or charge the household rent equal to the greater of the Fair Market Rent (FMR) or the amount of their unit’s operating and capital subsidy.

## **COMPLIANCE DIVERSITY AND INCLUSION**

- A Hotline service has been established for the purpose of confidential reporting of fraud to



RHA

- The Freedom of Information Law process has been streamlined. The public can now send their requests electronically via email and receive results faster.

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## **Certifications**