



# PHA Plan

## Housing Authority of the City of Paterson NJ 21

5 Year and for Fiscal Years 2015-2019  
Annual Plan for Fiscal Year 2015

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Executive Director

# Housing Authority of the City of Paterson

## 2015 Five Year and Annual Plan

### Attached Documents

#### HUD 50075 Standard and 5-Year/Annual Plan 2015

- 1.0 PHA Information
- 2.0 Inventory
- 3.0 Submission Type
- 4.0 NA
- 5.0 Five Year Plan
  - 5.1 Mission
  - 5.2 Goals and Objectives
- 6.0 Annual PHA Plan Update
- 7.0 HOPE VI; Mixed Finance Mod/Development; Demo/Disposition; Voluntary Conversion; Homeownership Program ;Project Based Voucher
- 8.0 Capital Fund Program Annual Statement/Performance and Evaluation; Capital Fund Five-Year Action Plan; Capital Fund Financing program (CFFP)
- 9.0 Housing Needs
  - 9.1 Strategies for Addressing Housing Needs
- 10.0 Additional Information

#### RAB Meeting Minutes

<b>PHA 5-Year and Annual Plan</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 4/30/2011</b>



<p>5.2</p>	<p><b>Goals and Objectives.</b> Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <p><b><u>SEE ATTACHMENT</u></b></p>
<p>6.0</p>	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.</p> <p><b><u>SEE ATTACHMENT</u></b></p>
<p>7.0</p>	<p><b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> <i>Include statements related to these programs as applicable.</i></p> <p><b><u>SEE ATTACHMENT</u></b></p>
<p>8.0</p>	<p><b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.</p> <p><b><u>SEE ATTACHMENT</u></b></p>
<p>8.1</p>	<p><b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <p><b><u>SEE ATTACHMENT</u></b></p>
<p>8.2</p>	<p><b>Capital Fund Program Five-Year Action Plan.</b> As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year or a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p><b><u>SEE ATTACHMENT</u></b></p>

<p>8.3</p>	<p><b>Capital Fund Financing Program (CFFP).</b>  <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
<p>9.0</p>	<p><b>Housing Needs.</b> Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p><b><u>SEE ATTACHMENT</u></b></p>

<p>9.1</p>	<p><b>Strategy for Addressing Housing Needs.</b> Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</b></p> <p><b><u>SEE ATTACHMENT</u></b></p>
<p>10.0</p>	<p><b>Additional Information.</b> Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year Plan.</p> <p><b><u>SEE ATTACHMENT</u></b></p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p> <p><b><u>SEE ATTACHMENT</u></b></p>

<b>11.0</b>	<p><b>Required Submission for HUD Field Office Review.</b> In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. <b>Note:</b> Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>
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## Authority of the City of Paterson 2015 Five Year and Annual Plan

### Executive Summary:

Federal law requires the Housing Authority of the city of Paterson (HACP) to develop, with input from public housing residents, Section 8 participants, elected officials and the public, a plan setting forth the long term goals over a five year period the and major initiatives for the coming year.

The Five Year and Annual Agency Plan for FY 2015 was available for public review at the Authority’s Central Office and at each development management office. The HACP has also provided a copy of the Plan to each public housing Resident Association.

The HACP conducted two Resident Advisory Meetings (RAB) in the Central Office on October 9<sup>th</sup> at 5:00 PM and October 15, at 10:00 AM to review the draft documents and solicit comments. Written

comments on the draft plan were accepted through the post office box during the 45 day review period from October 20, 2014 to December 4, 2014.

The Public Meeting was held on December 9, 2014 at 10:00 AM in HACP's Central Office

Adoption of the Final Plan took place at the regularly scheduled Board Meeting on December 15, 2015 and forwarded to HUD immediately thereafter.

The HACP's priorities for the coming year include preserving and expanding public housing stock, leveraging funds for public/private partnership housing development, improving customer services and quality of life for Paterson residents through operational efficiencies and promote greening initiatives.

## **Housing Authority of the City of Paterson**

### **5-YEAR PLAN**

#### **5.1 Mission**

- The mission of the HACP is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, housing choice opportunities, economic opportunity and a suitable living environment free from discrimination. To fulfill this mission, the Housing Authority of the City of Paterson will embrace high standards of ethics, management and accountability and forge new partnerships, particularly with faith-based and community organizations that leverage resources and improve the Housing Authority's ability to be effective on the community level.

#### **5.2 Goals**

**HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

- PHA Goal: Expand the supply of assisted housing:

Objectives:

- Apply for additional rental vouchers:
- Reduce public housing vacancies:
- Leverage private or other public funds to create additional housing opportunities:
- Acquire or build units or developments:



Explore opportunities to obtain Real Estate Owned (REO) and/or Foreclosure Properties and convert/rehabilitate to HACP rental units:

Other: Using Project Based Section 8 to support additional housing:

Collaborate with community partners to develop transitional housing:

Leverage funding to develop housing for the special needs population:

Pursue the development of mixed-use housing at current and future developments:

PHA Goal: Improve the quality of assisted housing:

Objectives:

Improve public housing management: (PHAS score) **82%**

Improve voucher management: (SEMAP score) **99 %**

Increase customer satisfaction:

Concentrate on efforts to improve specific management functions: through public housing financing, asset management, voucher expansion and oversight:

Renovate or modernize public housing units:

Demolish or dispose of obsolete public housing: Riverside Terrace Development:

Pursue a variety of funding opportunities to develop family, grandparent as parents and special needs housing:

Develop replacement public housing units:

Provide replacement vouchers:

PHA Goal: Increase assisted housing choices

## Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords:
- Implement voucher homeownership program:
- Increase administration of special voucher programs including HOPWA & VASH and other Special Needs Programs:
- Increase the number of first time home buyers and Section 8 through the housing counseling program:
- Increase assistance to families that require foreclosure and mediation counseling assistance:
- Convert public housing to Section 8 vouchers:
- Other: Establish site based waiting list for transitional housing residents:
- Establish a separate Section 8 wait list for Senior 55+ with no children:

**HUD Strategic Goal: Improve community quality of life and economic vitality**

- PHA Goal: Provide an improved living environment

## Objectives:

- Implement measures to de-concentrate poverty by bringing higher income public housing households into lower income developments:
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments through counseling and self sufficiency planning:
- Implement public housing security improvements:
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities, special needs):
- Other: Assist Resident Councils with their organizational skills:

**HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

PHA Goal: Promote self-sufficiency and asset development of assisted households:

## Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- Promote and implement all aspects of the HOPE VI CSS plan, especially in the areas of job training, job placement and health related programs:
- Provide or attract supportive services to increase independence for the elderly and/or families with disabilities:
- Provide opportunities for the youth to engage in positive experiences that help to develop better interpersonal relationship skills, career and education building opportunities, self esteem building and social skills:
- Develop partnership with County, City, non profits and faith based agencies to encourage collaborating with the HACP in offering residents a comprehensive array of services to achieve independent life skills development and economic independence:
- Increase homeownership counseling for first time homebuyers:
- Offer post purchase and foreclosure counseling services to residents:
- Undertake a strategy to implement a move to work program:

**HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

## Objectives:

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- Implement the Limited English Proficiency (LEP) Policy

**Other PHA Goals and Objectives: (list below)**

- Continue to work cooperatively with the Mayor's Office, Paterson Police and Passaic County Sheriff's Office to provide addition security measures for all developments:
- Remotely monitor security cameras at each of the developments from the HACP's Central Office:
- Continue to encourage the participation in the volunteer resident patrols:
- Continue to improve the public perception:
- Continue to interact with State, County, Local, Faith Based and non profit organizations to collaborate on programs that affect the lives of public housing residents:
- Continue to provide evening PBA security patrols for the six senior developments and one family development:
- Work with the Mayor's office and other city agencies to promote housing opportunities in designated renewal and revitalization projects:
- Continue to develop advocacy and support of community, charitable organizations and government agencies for resident benefit by implementing a public speaking program:
- Motivate residents to improve their family circumstances according to their own individual abilities by offering a variety of enrichment programs:
- Continue to provide support programs to elderly residents to help them continue to live independently:
- Maintain an HACP Face Book page:
- Support the City of Paterson's Master Plan when completed:
- Develop informational workshops to improve business relationships with landlords, vendors, contractors:
- Administer the Veterans Supported Housing (VASH) (35 Voucher Program):
- Administer the City of Paterson Housing Opportunities for People with Aids (HOPWA) (54) Voucher Program:

- Administer the Federation Apartment Project Based Vouchers (142):
- Collaboration and support for the implementation of an IDA Program:
- Continue to promote HUD's Policy Priorities:
- Explore the conversions of Sojourner Douglass Housing into a cooperative:
- Explore the development of Veteran Housing:

**Housing Authority of the City of Paterson**

**2015 Annual Plan**

**HUD 50075**

**6.0 PHA Plan Elements**

- 1. ELIGIBILITY, SELECTION AND ADMISSIONS POLICIES, INCLUDING DECONCENTRATION AND WAIT LIST PROCEDURES (BOTH PUBLIC HOUSING AND SECTION 8)**

## Public Housing

The HACP verifies eligibility for admission to public housing when families submit their application with proper documentation. Included in the admission process are the screening for criminal and/or drug-related activities, rental history review, life time sexual offender and housekeeping review.

The HACP wait list is community wide. There are currently 350 applicants on the wait list. The wait list has been closed for 168 months. The wait list has been purged and it is anticipated that the wait list will be opened within the next twelve months

Applicants are offered one choice of unit assignment before they fall to the bottom of or are removed from the waiting list.

Admission procedures are identified in the HACP Admission and Continued Occupancy Policy.

The HACP performed an analysis of its family development to determine concentrations of poverty and the need to promote de-concentration of poverty.

Local Admission Preferences: A preference will be given to any applicant who works or lives within the city limits of Paterson, NJ. This preference must be verifiable. Any applicant who has a promise of a job within the city limits will also be eligible for this preference. The preference will be given when claimed by the applicant but upon verification will be removed if in error and applicant will be placed in their original position on the Wait List.

## Section 8

The HACP verifies eligibility for admission to public housing when families submit their application with proper documentation. Included in the admission process are the screening for criminal, credit and/or drug -related activities,

The HACP Section 8 (NJ021) wait list is established through a lottery system. There are currently 695 applicants on the wait list. The list has been closed for 39 months.

The Housing Authority anticipates creating a wait list for Section 8 elderly and/or disabled residents with no child

The Housing Authority has created a separate site based wait list for special needs and/or disabled families:

Admission procedures are outlined in the HACP Section 8 Admission Policy.

Section 8 extensions are given on standard 60-day period to search for a unit if there has been difficulty in locating an apartment due to a tight housing market; family illness or lead abatement.

In addition the Housing Authority administers 35 VASH vouchers working collaboratively with the Veteran Affairs Administration, 54 HOPWA vouchers administered for the City of Paterson. The HACP is contract administrator for 142 Federation Apartments RAD vouchers in Paterson NJ and 308 RAD Vouchers for the Kingsbury Twin

Towers in Trenton NJ.

The adopted payment standard for Section 8 participants, effective 10/01/14 is 90% of Fair Market Rents

The Flat Rent Policy for the HACP Public Housing Units is 80% of 2015 Fair Market Rent by bedroom size.

**6.2 FINANCIAL RESOURCE**

<b>Financial Resources:</b>		
<b>Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2015 Grants)</b>		
a) Public Housing Operating Fund	3,143,490	3,143,490
b) Public Housing Capital Fund	1,207,022	1,207,022
c) Annual Contributions Contract (ACC) for Section 8 Tenant-Based Assistance – NJ021 (2,352 units)	22,791,102	22,791,102
d) Section 8 Admin Fees –NJ021	1,836,069	1,836,069
e) ACC for Section 8 Project Based Vouchers (PBV) Federation Apts. (RAD-PBV (130 +308=438)	7,440,156	7,440,156
Other Federal Grants (list below)		
f) Comprehensive Housing Counseling (CHC)	15,627	15,627
g) Shelter + Care Program (SPC) NJCDC	69,600	69,600
h) Shelter + Care Program (SPC) Paterson Family Success Center	79,120	79,120
<b>2. City of Paterson (CDBG)</b>		
a) Community Development Block Grant (Housing Counseling Grant)		
b) HOPWA	520,774	520,774
<b>3. Prior Year Federal Grants (unobligated funds only) (list below)</b>		

<b>Financial Resources:</b>		
<b>Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
a) Public Housing Capital Fund (2011-2014 CFP)	1,919,921	1,919,921
b) Replacement Housing Factor (2014 RHF)	641,358	641,358
c) HOPE VI Revitalization Grant (2010 HOPE VI)	5,354,862	5,000,000
d) Resident Opportunity and Self-Sufficiency Grants		
<b>4. Public Housing Dwelling Rental Income</b>		
a) Tenant Rents-9/1/14 Rent Roll	3,258,550	3,258,550
<b>5. Other income (list below)</b>		
a) Non-Dwelling Income & Excess Utilities	411,790	411,790
<b>6. Non-federal sources (list below)</b>		
<b>Total Resources</b>	<b>48,689,441</b>	<b>48,334,579</b>

<b>5. Other income (list below)</b>		
b) Non-Dwelling Income & Excess Utilities		
<b>6. Non-federal sources (list below)</b>		
<b>Total Resources</b>		



**6.3 RENT DETERMINATION:**

The Housing Authority's public housing rent determination is at 30% of AMI as stated in the Admission and Continued Occupancy Policy.

The Flat Rent Policy for the HACP Public Housing units is 80% of the 2015 FMR by family size.

The HACP adopted Payment Standards vary by program as follows:

- |  |                          |
|--|--------------------------|
| • Federation Apartments Payment Standard     | 90% of Fair Market Rent  |
| • Belmont Senior Apartments Payment Standard | 110% of Fair Market Rent |
| • NJCDC Shelter + Care Payment Standard      | 90% of Fair Market Rent  |
| • The Heritage Apartments Payment Standard   | 100% of Fair Market Rent |
| • All Other HCV Payment Standard             | 90% of Fair Market Rent  |

FMR's are adequate to ensure success among assisted families in the HACP's designated area. It also allows the HACP to serve additional families by lowering the payment standard and a is reflective of the rental market.

Payment Standards are reevaluated for adequacy annually.

The HACP's minimum rent standard is \$50

**6.4 OPERATION AND MANAGEMENT**

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

- Admissions & Continued /Occupancy Policy
- Lease
- Grievance Policy
- Blood Borne Disease Policy
- Pest Control Policy including Bed Bugs
- Emergency Night Policy
- Payment Standard Policy
- Flat Rent Policy
- Hazardous Materials
- Pet Policy
- Community Space Policy
- Maintenance Repair Charge Policy
- Key Policy
- Safety Policy
- Fire Policy
- No Smoking Policy
- Violence Against Women Policy
- Emergency Preparedness Evacuation Policy
- Air Conditioner Policy

- Procurement Policy
- Elevator Maintenance and PM Contractor Specifications
- Once a month Safety Committee Meetings with Managers and Assistant Managers
- Security Plan by AMP Public Housing HUD Handbook
- Maintenance Plan by AMP
- Risk Retention Policy
- Housing Authority Insurance Group (HAIG) conducts workshops on safety, accident investigation, personnel conflicts, material handling, hazard identification and jobsite observations each year for all staff.

**6.5 GREIVANCE PROCEDURES:**

**Public Housing**

The HACP has not established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966 Sub-part B for residents/applicants of public housing.

Residents or applicants to public housing should contact the HACP’s main administrative office to initiate the PHA grievance process.

**Section 8**

The HACP has not established any other informal review procedures in addition to federal requirements found at 24 CFR Part 982 for residents/ applicants in the Section 8 tenant-based assistance program.

Residents or applicants to the Section 8 Program should contact the HACP’s main administrative office to initiate the HACP grievance process.

**6.6 DESIGNATED HOUSING**

The HACP intends to apply for designation approval at the following locations:

Development Name	#	Designation Type	Application Status	Intended date for submission	# Units
Nathan Barnert Homes	NJ 21-6-1	Senior	To be submitted	December 2014	96
Dr. Andrew McBride	NJ 21-6-2	Senior	To be submitted	December 2014	96
Dr. Norman Cotton	NJ 21-7	Senior	To be submitted	December 2014	112
Rev. William Griffin	NJ 21-8	Senior	To be submitted	December 2014	100
Joseph Masiello Homes	NJ 21-9	Senior	To be submitted	December 2014	188
Gordon Canfield Plaza	NJ 21-10	Senior	To be submitted	December 2014	100

**6.7 COMMUNITY SERVICE AND SELF SUFFICIENCY PROGRAMS**

The HACP will employ the following discretionary policy to enhance the economic and social self sufficiency of assisted families:

- Preference for families working or engaging in training or education programs for non housing programs operated or coordinated by the HACP.

The HACP coordinates, promotes and provides programs to enhance the economic and social self sufficiency of residents and families including various social services programs, Family Self Sufficiency (FSS), HOPE VI Community and Supportive Services (CSS) and Section 3 job opportunities.

<b>Services and Programs</b>						
<b>Program Name</b>	<b>Estimate Size</b>	<b>Allocation Method</b>	<b>Agency</b>	<b>Eligibility (PH / Section 8 /Both)</b>	<b>Funding Source</b>	<b>Expiration Date</b>
Evening Youth Program	60	Voluntary	Div. of Recreation	Public Housing	City of Paterson	6/1//2015
Summer Day Camps	60	Voluntary	Paterson Division of Recreation	Public Housing	HACP City of Pat.	8/23/2014
Off Site Summer Day Camp	24	Voluntary	Community Technical Assistance	Public Housing	HACP	8/15/14
Adult Fitness Program	50	Voluntary	Paterson Division of Recreation	Both & General Public	City of Pat.	Year Round
After School Program	60	Voluntary	New Destiny Corporation, Boys & Girls Club, Paterson Division of Recreation	Both	HACP Div. of Rec. B&G Club	6/20/14
Homeownership Counseling	200	Voluntary	HACP	Both	HACP HUD NJHMFA.	Year Round

Foreclosure Counseling	120	Voluntary	HACP	Both	HACP HUD NJHMFA	Year Round
Family Counseling	65	Voluntary	Catholic Family & Community Services	Both	HACP	4/30/2015
Adult Day Center	50	Voluntary	Catholic Family & Community Services	Public Housing	HACP CFCS	4/30/2015
Medical Monitoring	150	Voluntary	Catholic Family & Community Services	Public Housing	CFCS.	4/30/2015
In-Homes Service ( Housekeeping)	55	Voluntary	Catholic Family & Community Services	Public Housing	HACP CFCS	4/30/2015
Personal Emergency Response Resources	60	Voluntary	City of Paterson OEM	Public Housing	OEM	Year Round
Horticulture therapy for Seniors	30	Voluntary	City Green	Senior Public Housing	City Green Non profit	October 10/30/14
Flu Shots	100	Voluntary	City of Paterson Div. of Health	Public Housing	City of Pat.	9/25 thru 10/30/2014
Senior Citizen WISE Program	75	Voluntary	Center for Alcohol & Drug Resources	Senor Public Housing	Center for Alcohol and Drug Resources	6/30/15
Case Management/Service Coordination	150	Voluntary	HACP	Public Housing	2010 ROSS Serv. Coords.	12/23/14
HOPE VI Supportive Services/Case Management	150	Voluntary	Various City Wide Agencies	Former Alexander Hamilton Dev. Residents	2010 HOPE VI	7/26/16

HOPE VI With Every Heartbeat is Life Program	50	Voluntary	City Wide	Public Housing/ Section 8	2010 HOPE VI	12/31/15
HOPE VI Women’s Focus Group	35	Voluntary	HOPE VI	Public Housing/ Section 8	2010 HOPE VI	7/26/16

**Family Self Sufficiency Program**

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2013 Estimate)	Actual Number of Participants (As of: 04/01/14)
Public Housing		0
Section 8		32

**Coordination with the Welfare (TANF) Agency**

The HACP entered into a revised cooperative agreement on July 23, 2012 with the Passaic County Board of Social Services (TANF Agency) to share information and or target support services. Coordination efforts between the HACP and TANF Agency includes: (1) Client referrals; (2) Information sharing regarding mutual clients (for rent determinations and other wise); and (3) Coordination of the provision of specific social and self sufficiency services and programs to eligible families.

**Welfare Benefit Reduction**

The HACP complies with the statutory requirement of section 12 (d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by accomplishing the following:

- Adopting appropriate changes to the HACP’s public housing rent determination policies and train staff to

carry out those policies.

- Informing residents of new policy on admission and reexamination.
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services.
- Establishing a protocol for exchange of information with all appropriate TANF agencies

### **Community Service Requirement**

The HACP complies with the community service requirement pursuant to section 12 (c) of the U. S. Housing Act of 1937.

## **6.8 SAFETY AND CRIME PREVENTION**

**a. Based on the following information/data, the HACP has determined the need for measures to ensure the safety of public housing residents.**

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed “in and around” public housing authority developments
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Installation of ShotSpotter at Riverside Terrace Development
- Resident reports
- HACP employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs

### **Need for measures to ensure the safety of public housing resident**

- High incidence of violent and/or drug-related crime in some or all of the HACP’s developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the HACP's developments
- Residents fearful for their safety and/or the safety of their children
- High criminal activity in the City of Paterson
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime

### **b. Description of Crime Prevention Activities**

The crime prevention activities the HACP has undertaken or plans to undertake the following:

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

- Installation of ShotSpotter to identify the location of gun fire
- Other (describe below):
- Surveillance Cameras

### c. Coordination between HACP and the Police

The following is a description of the coordination between the HACP and the appropriate police precincts for carrying out crime prevention measures and activities

- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly meet with the HACP management and resident
- Quarterly meetings with local law enforcement entities to establish and coordinate preventive security measures
- Monitor the ShotSpotter system

### 6.9 PETS

The HACP complies with the Quality and Work Responsibility Act of 1998 which provides for the ownership of pets in federally assisted rental housing. In the interest of community relations, the Pet Policy has been implemented to act as a policy and administrative guide.

The Policy is intended to meet the needs of management, non-pet owning Tenants, and pet owning tenants. The lease incorporates the Pet Policy by reference and states that the Tenant agrees to comply with the rules and violation of the Pet rules Policy may be grounds for removal of the pet or for termination of the lease.

The Authorization of a common household pet may be revoked, at any time, subject to the Housing Authority's Grievance Procedure if the pet becomes destructive, a nuisance to others, or if the Tenant fails to comply with this Policy.

### 6.10 CIVIL RIGHTS CERTIFICATION

Civil rights certifications are listed below and included in the HACP Plan Certifications of Compliance with the HACP's Plans and Related Regulations.

- The HACP will carry out the Plan in conformity with the Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and the title II of the Americans with Disabilities Act of 1990
- The HACP will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address 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 HACP's involvement and maintain records reflecting these analyses and actions

### 6.11 FISCAL AUDIT

The HACP is required to have an audit conducted under section 5(h) (2) of the U.S. Housing Act of 1937 (42 U

S.C. 1437c (h)) the most recent fiscal audit (3/31/13) was submitted to HUD. The Auditor's Report on Internal Control and Report on Compliance with Requirements applicable to the audit year under review found two audit findings on internal control over compliance related to the Housing Choice Voucher Program tenant files and HQS inspections. The Director of Leasing and Occupancy will provide ongoing staff training to ensure compliance with the regulations.

## 6.12 ASSET MANAGEMENT

The HACP is currently engaging in activities that will contribute to the long-term asset management of its public housing stock, including how the HACP will plan for long – term operating, capital investment, rehabilitation, modernization, disposition and other needs that have not been addressed elsewhere in this HACP plan.

The HACP will undertake the following asset management activities:

- Private Management
- Development-based accounting
- Comprehensive stock assessment
- Construction Development

## 6.13 VIOLENCE AGAINST WOMEN ACT (VAWA)

The U.S. Department of Housing and Urban Development's Public Housing Occupancy Guidebook and the VAWA will serve as a guide to defining and understanding domestic violence as it relates to public and subsidized housing. The HACP will address the need to protect victims of domestic violence, dating violence, or stalking for persons with assisted housing by accomplishing the following:

- 1) Extend housing protections to survivors of sexual assaults and intimate partner and affiliated individuals , which includes any person living with the survivor and related to him or her by blood or marriage including the survivor's spouse, parent, brother, sister, child, or any person to whom the survivor stands in loco parentis.
- 2) Allows a lease bifurcation so a tenant or lawful occupant who engages in criminal acts of physical violence against affiliated individuals or others may be evicted or removed without evicting or removing or otherwise penalizing who is a tenant of lawful occupant.
- 3) Provide a Notice of Rights for tenants when a person is admitted as a tenant of a housing unit, and when a tenant is threatened with eviction or termination of housing benefits.
- 4) Offer a tenant transfer plan and provide reasonably evidence that they are threatened with imminent harm from further violence if the tenant remains in the same unit.
- 5) Exercise discretion in accepting a wide range of evidence to establish proof of domestic violence (HUD Guidebook 19.2) Proof of domestic violence can be established by providing (1) copy of police report(s), (2) copy of any judicial order(s) including current protection order, (3) copy of medical report(s) from a Board Certified Medical Provider that identifies specifically injuries are related to domestic violence incident(s), and (4) a notarized document from a Women/Family Shelter that certifies the victim's condition.



- 6) Apply this policy only to members of a household that are on the lease.
- 7) Disregard adverse information and approve admission of the applicant if a member of the household reveals and/or proves that they are a survivor of domestic violence and a negative history would otherwise disqualify them from being admitted to public housing. Prior to making this decision, the Authority will make a determination whether there is a connection between the violence and the negative history.
- 8) Train Property Managers and Assistant Property Managers and other decision makers on the dynamics of domestic violence and forge partnerships with social service agencies, law enforcement agencies and shelters to assist in educating and addressing the needs of residents and vouchers recipients who experience violence.
- 9) Refer domestic violence victims and/or survivors to the Housing Authority's contracted family counseling services and/or other appropriate domestic violence services in the community.
- 10) Prefer the victim to the abuser in proven domestic violence circumstances and affirm that the Housing Authority will abide by any judicial orders, including protective orders, regarding occupancy of the unit. Furthermore, the Housing Authority will ensure that all adult members of a household are included in the lease.
- 11) Alert Property managers of proven domestic violence circumstances and refer victims to the appropriate social service agencies
- 12) Once a restraining order is issued and the Property Manager is notified, the Housing Authority will immediately change the locks on the victim's apartment and remove the abuser from the lease.
- 13) Offer workshops and disseminate brochures on Violence against Women in Federally Funded Rental Assisted Housing to all tenants of Federal Public Housing Program and the Section 8 Housing Choice Voucher Program administered federally by the United States Department of Housing and Urban Development (HUD) and locally by public housing authorities.

## **7. HOPE VI, MIXED FINANCE MODERNIZATION OR DEVELOPMENT, DEMOLITION AND/OR DISPOSITION, CONVERSION OF PUBLIC HOUSING, HOMEOWNERSHIP PROGRAMS AND PROJECT-BASED VOUCHERS**

### **Hope VI**

#### **A. Alexander Hamilton Development**

HACP was awarded \$18.4 million in 2010/2011 Hope VI Funds to carry out the revitalization of this site. There will be six (6) Phases to this project. The first and third Phases of the revitalization have been completed.

#### **ALEXANDER HAMILTON DEVELOPMENT PHASE II - VI**

**Phase II**, includes the Development of 50 Units of mixed-finance, tax credit rental units. These consist of six (6) one-bedroom, twenty-seven (27) two-bedroom, twelve (12) three bedroom, and five (5) four bedroom units. All are available to families at or below 60% of the Area Median Income. In addition, a minimum of 5% of the units will be designated for Special Needs families and at least 5% of the units will be developed as wheelchair accessible and equipped to accommodate hearing and Vision impaired individuals.

HACP closed on the financing for this Phase on June 30, 2014. A total of \$1,098,657 in RHF and HOPE VI funds have been committed to this Phase.

### **Financing**

The primary sources of financing for this phase will be as follows:

1. 9% tax credit equity,
2. HACP HOPE VI Funds,
3. FHLB-AHP Funds
4. Pledged developer fee,
5. Private Financing/Per Loan

**Phase III**, has been substantially complete as of June 2014. The Phase included 50 units of affordable rentals; 25 public housing units (ACC) and 25 tax credit (LIHTC) units; a 16,000 sq./ft. Community Center, the demolition of the FYIC as well as the infrastructure for subsequent phases (II, IV, and V).

HACP committed a total \$10,642,677 of HOPE VI Funds for soft and hard costs.

**Phase IV** Homeownership units. This phase will include twenty-five (25) units of which twenty three (23) will be affordable to families up to 80% of the area median income and two (2) will be sold at market rate. This is an effort to provide decent affordable housing to a wide range of families and continue to create a truly mixed-income community. One unit will be developed as fully ADA compliant accessible unit.

This phase also includes acquisition of a number of parcels currently owned by NJDOT that impact the units along the former Alabama Avenue right of way.

HACP has committed to providing a PDL in the amount of \$324,750 from HOPE VI to enable the partnership to proceed with design and engineering for this phase. Overall the agency's commitment of HOPE VI and disposition funds will be in the order of \$3,640,142.

### **Financing**

Funding for the project is expected to include HOPE VI and Disposition funds from HACP Home Funds from the City of Paterson and proceeds from home sales. A construction loan to bridge expenses during the construction period may be obtained from a financial institution which may also elect to participate in the provision of mortgages.

In addition to the HOPE VI and HOME funding, the HACP and Pennrose will petition the City of Paterson to provide a tax abatement in some form as an attractive incentive for new homeowners. There are also several housing subsidies/grants that should be available to new and first time homebuyers that will be identified and made available to potential buyers.

### **Early Childhood Education Center (ECE) Phase V**

The ECE is proposed to be a newly constructed 24,000 square foot educational facility for children up to 5

years old. The building is expected to serve up to 192 children and will be constructed consistent with state educational requirements. The facility will have a litany of amenities.

HACP has committed a maximum of \$289,500 in a Pre-Development Loan (PDL), to allow the project to move forward with design and engineering activities prior to a financial closing. This loan is to be paid back to HACP upon financial closing.

### **Apollo Dye, Phase VI (A)**

#### **Paterson, NJ**

1. In addition to the 12.6 acre Alexander Hamilton Site, the Partnership will undertake the development of 70 units of Affordable Senior Housing located at the intersection of Governor and Straight Streets, in an initial Phase (A).

The new building will replace an old Brewery and one time dye factory that has been demolished. The site is a 2.07 acre site that encompasses almost an entire city block surrounded by commercial property, apartments and private homes. Over the years extensive environmental remediation has taken place on site with the final remediation activities completed earlier this year.

The new building is expected to be four (4) stories high and contain seventy (70) one (1) bedrooms units, twenty one (21) public housing (ACC) units, and forty nine (49) tax credit units (LIHTC).

HACP has committed \$2,347,077 in funding \$1,182,044 (RHF) and \$1,165,073 (HOPE VI) to the project. HACP closed on the financing for this phase on 07/31/2014.

#### **Financing**

The primary source of financing for this phase will be as follows:

1. 9% tax credit equity
  2. HACP RHF and Hope VI Funds
  3. Construction Loan
  4. Pledged developer fee
2. A subsequent phase (B) will include 50-70 additional rental elderly units.
  3. Phase (C) of the planned redevelopment will include either homeownership for families or rental units for veterans with a commercial component.

Phase VI (B) and VI (C) will be financed with future RHF and Disposition Funds including 2013, 2014, and 2015 as well as disposition funds from Phase VI (A) and other public and private funds.

The Project will be located in one of the City of Paterson's Redevelopment zones and will be subject to the conditions of development in those specified areas.

**A. Choice Neighborhood/RAD**

Riverside Terrace Development (CHOICE NEIGHBORHOODS/RAD) HACP is planning to apply for a CHOICE or RAD Grant to be followed by an Implementation Grant. The 300 Unit Family Development is in need of revitalization which will include relocation, demolition, disposition requisition and construction of 200-250 elderly and family housing units as well as community and retail space. The site may also be sub-divided to include larger commercial retail and residential units.

HACP is also expecting the possibility of utilizing the RAD Program in connection with all of its portfolio, including senior sites and mixed financed developments.

**B. Homeownership**

HACP originally had plans for building 19 Homeownership units in the Rosa Parks and Fulton Street area(s); however, a lack of financing and a down turn in the real estate market, has forced the agency and developer to explore converting this project in rental housing for veterans.

Originally part of the 1997 CCH HOPE VI Revitalization Project, HACP will have to petition HUD to allow the conversion from homeownership to rental.

**C. NSP**

HACP and PDMC completed all work associated with this project in Spring 2014.

**D. Other Development**

- HACP is planning to participate in the City of Paterson's initiative to rehab, demolish and/or construct 800 to 1200 units in its redevelopment areas. The initiative is expected to mirror the strategies utilized in HUD's Neighborhood Stabilization Program (NSP). HACP for its part is committed to 5% of the total units to be developed, using its RHF, disposition and other leveraged sources.
- HACP is proposing to utilize Section 8, and other development funds to implement an Affordable Housing Program throughout the city, including the redevelopment areas and other properties utilizing the HACP's and the Paterson Development and Management Corporation resources.

**Demolition/Disposition**

HACP anticipates disposition of the balance of the Apollo Dye Site in connection with the second and third phases for the site.

HACP anticipates disposition of the land (.492 acres) to be acquired from NJDOT for the Phase IV Homeownership Project in connection with AHD Revitalization.

**PROJECT BASED VOUCHERS**

HACP anticipates issuance of a PBV RFP to support proposed projects within this Annual Plan period.

**8. CAPITAL FUNDS ... See Attached**

<b>Part I: Summary</b>		Locality: Paterson/Passaic, NJ		
PHA Name/Number: Paterson		<b>Original 5-Year Plan</b>		
A	Development Number and Name: Housing Authority of the City of Paterson	Work Statement for Year 1 FFY 2015	Work Statement for Year 2 FFY 2016	Work Statement for Year 3 FFY 2017
		See Annual Statement		
B	Physical Improvements Subtotal: \$876,000.00		\$845,000.00	\$861,000.00
C	Management Improvements		\$0.00	\$0.00
D	PHA-Wide Non-dwelling Structures and Equipment		\$80,000.00	\$0.00
E	Administration		\$134,113.00	\$134,113.00
F	Other FEES & COSTS		\$13,796.00	\$77,796.00
G	Operations		\$268,227.00	\$268,227.00
H	Demolition			
I	Development			
J	Capital Fund Financing – Debt Service			
K	Total CFP Funds		\$1,341,136.00	\$1,341,136.00
L	Total Non-CFP Funds		\$0.00	\$0.00
M	Grand Total		\$1,341,136.00	\$1,341,136.00



<b>Part III: Supporting Pages – Management Needs Work Statement(s)</b>				
Work Statement for Year 1 FFY <u>2015</u>	Work Statement for Year 2 FFY 2016		Work Statement for Year: 3 FFY 2017	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
<i>See</i>	<b>NJ21-6-2; -9 &amp; -10 - AMP 4</b>		<b>NJ21-6-2; -9 &amp; -10 - AMP 4</b>	
<i>Annual</i>	OPERATIONS	\$89,409.00	OPERATIONS	\$89,409.00
<i>Statement</i>	MANAGEMENT IMPROVEMENTS	\$0.00	MANAGEMENT IMPROVEMENTS	\$0.00
	<b>NJ21-6-1; -7; -8 &amp; -12 - AMP 3</b>		<b>NJ21-6-1; -7; -8 &amp; -12 - AMP 3</b>	
	OPERATIONS	\$89,409.00	OPERATIONS	\$89,409.00
	MANAGEMENT IMPROVEMENTS	\$0.00	MANAGEMENT IMPROVEMENTS	\$0.00
	<b>NJ21-1 - AMP 1</b>		<b>NJ21-1 - AMP 1</b>	
	OPERATIONS	\$89,409.00	OPERATIONS	\$89,409.00
	MANAGEMENT IMPROVEMENTS	\$0.00	MANAGEMENT IMPROVEMENTS	\$0.00
	<b><i>Subtotal of Estimated Cost</i></b>	<b>\$268,227.00</b>	<b><i>Subtotal of Estimated Cost</i></b>	<b>\$268,227.00</b>
	<b>Grand Total of Estimated Cost</b>	<b>\$1,341,136.00</b>	<b>Grand Total of Estimated Cost</b>	<b>\$1,341,136.00</b>

<b>Part II: Supporting Pages – Physical Needs Work Statement(s)</b>				
Work Statement for Year 1 FFY 2015	Work Statement for Year 4 FFY 2018			Work Statement for Year 4 FFY 2018
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	
<i>See</i>	<b>NJ21-6-1; -7; -8 &amp; -12 - AMP 3</b>			<b>NJ21-6-1; -7; -8 &amp; -12 - AMP 3</b>
<i>Annual</i>	Replace Steam Traps with EMS Traps (21-6-1)	N/A	\$104,000.00	Point Brick Upper Wall Floor (21-7)
<i>Statement</i>	Install Thermostatic Radiator Valves (21-6-1)	N/A	\$31,200.00	Set up for Elevator Equipment Impaired Communication (6-1)
	Install Boiler Optimization Controls (21-6-1)	N/A	\$45,000.00	
	Reduce Steam Pressure and Correct Steam Distribution Issues (21-6-1)	N/A	\$4,000.00	
	Railing Extensions at ADA Ramp (21-7)	28	\$8,500.00	
	ADA Wrap Drain Pipes Below Accessible Lavatory (21-7/8/9)	13	\$2,000.00	
	Asphalt Shingles, Removal and Replacement with Premium Grade (21-12)	20	\$55,000.00	
	Replace Lavatory Faucet with ADA Paddle Handles (21-7)	12	\$5,000.00	
	ADA Replace Existing Horn with Horn/Strobe (21-7)	15	\$5,000.00	
	ADA Install Door Bell and Strobe for the Hearing Impaired (21-8)	2	\$2,000.00	
	Install Lever Handle Hardware at Existing Exterior Door (21-12)	4	\$300.00	
	Replace Aluminum Gutters (21-12)	70	\$1,000.00	
	Replace Metal Handrails (21-12)	120	\$7,000.00	
	Point Brick Wall Upper Floor (21-7)	N/A	\$240,596.00	

**Part II: Supporting Pages – Physical Needs Work Statement(s) - Continued**

Work Statement for Year 1 FFY 2015	Work Statement for Year 4			Work Statement for Year 4
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	
<i>See</i>	<b>NJ21-6-1; -7; -8 &amp; -12 - AMP 3</b>			<b>NJ21-6-1; -7; -8 &amp; -12 - AMP 3</b>
<i>Annual</i>	Create Wall Opening for Window Air Conditioner (21-12)	34	\$25,000.00	
<i>Statement</i>				
	<b>Fees &amp; Costs</b>		<b>\$50,000.00</b>	



	<b>NJ21-6-2; -9 &amp; -10 - AMP 4</b>			<b>NJ21-6-2; -9 &amp; -10 - A</b>
	Replace Steam Traps with EMS Traps (21-6-2)	N/A	\$104,000.00	
	Install Thermostatic Radiator Valves (21-6-2)	N/A	\$31,200.00	
	Install Boiler Optimization Controls (21-6-2)	N/A	\$45,000.00	
	Reduce Steam Pressure and Correct Steam Distribution Issues (21-6-2)	N/A	\$4,000.00	
	Replace 200 Gallon Expansion Tank (21-6-2)	1	\$7,000.00	
	Replace Simplex Condensate Return Systems (21-6-2)	4	\$30,000.00	
	Point Brick Wall Upper Floor (21-10)	N/A	\$62,000.00	
	Replace Aluminum Screen Doors (21-9)	50	\$20,000.00	
	<b>Fees &amp; Costs</b>		<b>\$50,000.00</b>	
	<b>COCC – ADMINISTRATION</b>		<b>\$134,113.00</b>	<b>COCC – AD</b>
	<b>Subtotal of Estimated Cost</b>		<b>\$1,072,909.00</b>	<b>Subtotal</b>

**Part III: Supporting Pages – Management Needs Work Statement(s)**

Work Statement for Year 1 FFY 2015	Work Statement for Year 4 FFY 2018		Work S Development Num General Description of Mai
	Development Number/Name General Description of Major Work Categories	Estimated Cost	
<i>See</i>	<b>NJ21-6-2; -9 &amp; -10 - AMP 4</b>		<b>NJ21-6-2; -9 &amp; -1</b>
<i>Annual Statement</i>	OPERATIONS	\$89,409.00	OPERATIONS
	MANAGEMENT IMPROVEMENTS	\$0.00	MANAGEMENT IMPROVEMENT
	<b>NJ21-6-1; -7; -8 &amp; -12 - AMP 3</b>		<b>NJ21-6-1; -7; -8 &amp; -</b>
	OPERATIONS	\$89,409.00	OPERATIONS
	MANAGEMENT IMPROVEMENTS	\$0.00	MANAGEMENT IMPROVEMENT
	<b>NJ21-1 - AMP 1</b>		<b>NJ21-1 - AM</b>
	OPERATIONS	\$89,409.00	OPERATIONS
	MANAGEMENT IMPROVEMENTS	\$0.00	MANAGEMENT IMPROVEMENT

	<b>Subtotal of Estimated Cost</b>	<b>\$268,227.00</b>	<b>Sub</b>
	<b>Grand Total of Estimated Cost</b>	<b>\$1,341,136.00</b>	<b>Grand</b>

**9. HOUSING NEEDS**

<b>Housing Needs of Families in the Jurisdiction</b>							
<b>by Family Type</b>							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ability	Size	Location
Income <= 30% of AMI	11,109	5	5	5	5	3	2
Income >30% but <=50% of AMI	6,525	4	4	5	4	5	3
Income >50% but <80% of AMI	5,128	3	3	5	3	4	2
Elderly	3,951	2	5	5	5	0	4
Families with Disabilities	283	1	4	5	5	5	4
Race/Ethnicity							
Black	10,370	5	5	5	5	5	3
Race/Ethnicity							

Housing Needs of Families in the Jurisdiction							
by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ability	Size	Location
White	4,304	1	1	5	1	2	3
Race/Ethnicity							
Hispanic	14,325	4	5	5	5	5	4
Race/Ethnicity							
All	30,629	3	3	5	3	5	3

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/sub jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	502		48
Extremely low income <=30% AMI			

Housing Needs of Families on the Waiting List			
	110	22%	
Very low income (>30% but <=50% AMI)	193	38%	
Low income (>50% but <80% AMI)	136	27%	
Over Income	0	0%	
Families with children	50	10%	
Elderly families	161	32%	
Families with Disabilities	222	44%	
Race/ethnicity W/H	107	21%	
Race/ethnicity BNH	27	5%	
Race/ethnicity WNH	18	4%	
Race/ethnicity B/H	4	.07%	
Other	346	69%	
Characteristics by Bedroom Size (Public Housing Only)			

Housing Needs of Families on the Waiting List			
0BR	109	22%	
1BR	341	68%	
2 BR	24	.5%	
3 BR	27	.5%	
4 BR	1	.01%	
5 BR	0	0	
5+ BR	0	0	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes  If yes: How long has it been closed? <b>168 months</b>  Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes  Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			

Waiting list type: (select one) <input checked="" type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)  If used, identify which development/ sub jurisdiction:			
	# of families	% of total families	Annual Turnover

Waiting list total	582		60
Extremely low income <=30% AMI	384	66%	
Very low income (>30% but <=50% AMI)	63	11%	
Low income (>50% but <80% AMI)	51	9%	
Families with children	77	13%	
Families with no children	505	87%	
Elderly Families	31	5%	
Families with Disabilities	63	11%	
Race/ethnicity WH	94	16%	
Race/ethnicity BNH	165	28%	
Race/ethnicity WNH	32	5%	
Race/ethnicity BH	9	2%	
No Race/NH	282	48%	

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

If yes: How long has it been closed? **39 months**

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

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

### C. Strategy for Addressing Needs

#### (1) Strategies

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

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

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening section 8 applicants to increase owner acceptance of program
- 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 section 8 vouchers should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Applying for construction financing such as Tax Credits, NSP , Choice Neighborhoods and other available funding opportunities

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

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

- Adopt rent policies to support and encourage work.

**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

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

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

- Construct new Senior Housing units.
- Explore the development of an assisted living facility

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

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

- 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: Conduct activities to affirmatively further fair housing**

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations

## **10.0 ADDITIONAL HOUSING NEEDS**

### **A. PROGRESS IN MEETING MISSION AND GOALS:**



**1. INCREASE THE AVAILABILITY OF DECENT,  
SAFE AND AFFORDABLE HOUSING**

- A. The PHA anticipates planning to develop an Affordable Housing Strategy which will mirror the City of Paterson's Redevelopment Plan.
- B. Rosa Park Terrace is the final phase of the Housing Authority's Christopher Columbus HOPE VI, master revitalization plan. The new development located along Fulton Street and Rosa Parks Avenue 19 homeownership units. This project however will be converted to veterans housing.
- C. Alexander Hamilton Development has been awarded \$18.4 million in 2010/2011 HOPE VI Funds to carry out the revitalization of the site. Phase I is completed with eighty (80) family rental units all of which are Low-Income Housing Tax Credit (LIHTC). Of the 80 units 24 are public housing units that receive ACC subsidy. The remaining 56 are tax credit housing units that rented to persons at or below 60% of the area median Income (AMI). Phase III is also completed and consists of fifty (50) family rental units, 25 are public housing units that receive ACC subsidy and 25 are tax credit housing units that rented to persons at or below 60% of AMI. This phase also included a 16,000 sq./ft. community center and the infrastructure for all the other phases (II, IV, and V).
- D. Alexander Hamilton Development Phase II –VI will be financed by HOPE VI, RHF, disposition, and public and private funds. Units comprising phases II, IV, V, and VI include 46 public housing units. Several of the units will be set aside to serve special needs families. The phases also include 25 homeownership.

**2. IMPROVE THE QUALITY OF ASSISTED HOUSING**

- A. Ongoing contacts with professional staff, residents and resident activities through special programs. This includes computer training, life skills development, youth enrichment and tutorial programs, and literacy programs.
- B. Distribution of a quarterly newsletter that updates residents on what is going on at the PHA.
- C. Ongoing modernization of public housing units at the Riverside Terrace Development and Senior Sites.
- D. Ongoing staff training to improve work quality.

**3. IMPROVE COMMUNITY QUALITY OF LIFE AND ECONOMIC VITALITY**

- A. Increased enforcement of screening and eviction for drug abuse, violence against women and other criminal activity.
- B. Improve lease enforcement for habitual late payments, illegal tenants, and illegal appliances.

**4. INCREASE ASSISTED HOUSING CHOICES**

- A. The HACP continues to offer housing choice voucher counseling sessions in both English and Spanish.
- B. The HACP is a HUD approved Housing Counseling Agency and conducted pre-purchase homeownership counseling to 126 participants.
- C. Assisted with the purchase of 3 first time homebuyers.
- D. Works with the City of Paterson's First Time Home Buyer Program and Live Where You Work Program, HomeKeeper Program, NJ Judiciary Foreclosure Mediation Program and other related NJHMFA Programs
- E. The HACP is a HUD approved Section 8 Homeownership Counseling Center which offer's Foreclosure Counseling and remediation.
- F. Provide 75 families with foreclosure and remediation assistance.
- G. Develop low income housing for first time homebuyers.
- H. Explore the conversion of Sojourner Douglass Development to a Homeownership Program.
- I. Develop Veteran Housing

**5. PROMOTED SELF SUFFICIENCY AND ASSET DEVELOPMENT  
OF FAMILIES AND INDIVIDUALS**

- A. Offered programs, through case management that that promotes self sufficiency opportunities.

- B. Work closely with the Passaic County Workforce Investment Board to promote training programs and job opportunities.
- C. Contract with Supportive Services Program to assist with family counseling, and emergency services.
- D. Promote homeownership and foreclosure counseling.
- E. Continue to explore the benefits of the Move to Work Program in helping families move to work while continuing to offer affordable housing in an efficient and cost effective manner.
- F. Continue to promote opportunities thru the Section 3 Program.
- G. Promote self sufficiency opportunities to former residents of the Alexander Hamilton development through the Community and Supportive Services Plan of the 2010/2011HOPE VI grant.

## **6. IMPROVE THE SAFETY AND SECURITY OF**

### **PUBLIC HOUSING RESIDENTS**

- A. Ongoing support of the tenant patrol at NJ21-7 Dr. Norman Cotton Homes, NJ21-8 Rev. William Griffin Homes and NJ21-9 Joseph Masiello Homes.
- B. Ongoing communication with the Passaic County Sheriff's Department and the Paterson Police Department to discuss criminal activity at the sites.
- C. Secure police arrest reports and drug test results to expedite the eviction of residents.
- D. Development and the six senior sites in the evening.
- E. Monitor the centralized CCTV system for criminal activity.
- F. Installed ShotSpotter at Riverside Terrace Development.
- G. Upgrading of security camera system.

## **7. IMPROVE THE PUBLIC PERCEPTION OF THE HOUSING**

### **AUTHORITY AS A PUBLIC AGENCY**

- A. Authority staff continues to build partnerships with private nonprofit, faith based and public organizations in the community.
- B. Through the 2010/2011HOPE VI CSS Plan the HACP has established partnerships with 16 service agencies and is currently expanding to include other providers.
- C. Continue to work cooperatively with City, County and State Offices
- D. Provide technical assistance public entities and Resident Counsel Organizations.

**8. BUILD COMMUNICATIONS AND PARTNERSHIPS WITH OTHER PUBLIC AGENCIES FOR THE BENEFIT OF THE PUBLIC HOUSING POPULATION**

- A. The HACP's interaction with government agencies and community service providers continue to increase.
- B. Involvement with local law enforcement is ongoing.
- C. Close working relationship has been established with the Mayor's Office and various City Departments.
- D. Growing partnerships with local finance institutions.
- E. Establishment of partnerships with non profit, public and faith based organizations.

**9. YOUTH AND RECREATION PROGRAMS**

- A. Conduct After School Tutorial, Enrichment and Recreation Program at the Riverside Terrace Development for children living at Riverside and Sojourner Douglass Homes.
- B. Provide both off-site and on-site summer day camp for over 60 children Riverside terrace Development and Sojourner Douglass Homes.
- C. Provide a Neighborhood Network Center for youth at the Riverside Terrace Development.
- D. Provided a Cultural Awareness Program for youth that embraces a variety of art forms.
- E. Work with members of the Community Task Force to increase support services assistance to residents.
- F. Provided special programs that promote youth character building and self esteem development with a special focus on cyber bullying.

**10. ENERGY CONSERVATION**

- A. Conduct educational workshops with residents.
- B. Lowering temperatures in buildings.
- C. Continue to be part of the energy consortium and monitor its effectiveness.

- D. Adhere to recommendations of the current HACP Energy Audit.
- E. Educate residents in energy efficiency techniques.
- F. Include energy conservation tips in the housing counseling workshops.
- G. Explore the use of energy performance contracts
- H. Utilize LEED Silver (energy conservation program) in new construction projects

**11. ASSET MANAGEMENT**

- A. Implement project based asset management  
Five Asset management groups currently exist.

**12. PATERSON DEVELOPMENT AND MANAGEMENT CORPORATION (PDMC)**

- A. In conjunction with HACP Expand the role and responsibility of PDMC and increase the utilization of PDMC in a various projects including, but not limited to, development and supportive services.

Housing Authority of the City of Paterson  
2015 Five Year and Annual Plan  
Resident Advisory Board Meeting – October 9, 2014  
60 Van Houten Street  
Paterson, NJ 07505

**TOPICS:**

*Update Section 8 Housing Choice Voucher Payment Standard Policy  
Flat Rent Policy  
Revise Section 8 Homeownership Policy (125% of Poverty)  
Revised Housing counseling Policy/\$25fee  
Revised Maintenance Charge List for Multi Lock Key Replacement  
Change to the Admission on Continued Occupancy Policy  
Changes to the HCV Administrative Plan*

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Meeting started at approximately 5:10 P.M. (a sign in sheet was passed around)

*(In Attendance: Irma Gorham, Carol Gladis, Vanessa Sifford, Wilfredo Vazquez, Gwen Morrison, Dale Jones, Lorraine Burns, Christine Miller, Eleanor Woods, Theresa Mims, Mr. Herman)*

**Gladis:** Welcomes everyone, explains the Five Year and Annual Plan timetable and agenda. Ms. Gladis asks everyone to review and come back with questions or concerns they may have, and also to please feel free to ask questions.

Ms. Gladis asks everyone to turn to the 5.0 Mission page, where she indicated that the Goals have not changed. She then reviews 6.0 which is the PHA Plan Update, and the reviews the Agency Annual Plan.

Ms. Gladis indicates that Dale Jones will go over the Financial Resources information which is part of 6.2 page 2.

**Jones:** Mr. Jones asks everyone to turn to page 2 regarding the 6.2 Financial Resource. He reviews the chart on Planned Sources and Uses, reviewing dollar amounts for FY 2015 Grants, City of Paterson (CDBG), Prior Year Federal Grants (unobligated funds only), Public Housing Dwelling Rental Income, Other Income and Non-federal Sources which has a Planned Total of \$48,698,441. Mr. Jones asked if anyone had questions.

**Gladis:** Nothing has changed until 6.8 Safety and Crime Prevention. Carol goes over measures to ensure the safety of our public housing residents, the need for measures to ensure the safety of public housing residents, Description of Crime Prevention Activities and Coordination between HACP and the Police. Ms. Gladis asked if there were any questions.

She then stated that Mr. Jones will go over update to Section 8 Housing Choice Voucher Payment Standard Policy and the Flat Rent Policy.

**Jones:** Mr. Jones asks everyone to review with him the chart on HCV Final Payment Standard. He then reviews both charts going over each amount by bedroom size.

The Housing Authority of the City of Paterson revised the flat rent policy for each public housing unit base on HUD Notice PIH2014-12 at 80% of FMR.

If the PHA lowers its payment standards, the payment standard in effect on the effective date of the HAP contract will remain in effect until the family moves to another unit, has a change in its family size or composition, or until the second annual reexamination, after the PHA decreases its payment standard. Decreases in the applicable payment standard due to changes in family size or composition are effective as of the next regular (annual) reexamination following the change. At that time, the new family size will be used to determine the payment standard.

**Gladis:** There is a revision to the Section 8 Homeownership Policy. Please see page 6. This speaks on the 125% of Poverty Level. The adult family member or members who will own the home at the beginning of the homeownership assistance are required to have an income of not less than 125% of the Poverty Level. Ms. Gladis reviews the income amounts on chart based on unit size. If the Household income meets the minimum requirement established by HUD and is pre-approved by a lender for a mortgage, the HACP will accept the lower income requirement (Federal hourly wage Multiplied by 2000 hours) established by HUD rather than the minimum income required established by the HACP of 125% of the Poverty Level. Ms. Gladis asks if there are any questions.

**Woods:** So you can use a Section 8 Voucher to purchase a home?

**Gladis:** Yes, you can based on guidelines indicated.

Next you will find before you the Housing Counseling Policy. This policy's change refers to the Registration Fee. In order to avoid random cancellations or no show attendance HACP has initiated a registration fee of twenty-five dollars (\$25) per household. The registration fee of \$25 is non-refundable. Individuals, who register for the class but do not attend, will forfeit their registration fee of \$25. Individuals who do not attend all three training sessions will forfeit their registration fee of \$25. The Housing Counselor will use his discretion to determine if an emergency situation warrants a refund of the registration fee or rescheduling of a class. Money orders should be made out to the Housing Authority of the City of Paterson. Cancellation of registration Must Be confirmed with the Housing Counselor at least seven (7) business days prior to the start of the first class in order to receive a refund.

Ms. Gladis refers now to Theresa Mims who will review with everyone the Revised Maintenance Charge List for Multi Lock Key Replacement.

**Mims:** Ms. Mims asks everyone to review with her the chart on page 2. She goes over each line item and cost. Line items consist of hardware the pertains to the following: Entrance Doors, Patio/Storm Door, Apt. Interior Doors, Kitchen Cabinets, Medicine Cabinet and Mailbox Lock/Doors/Proxy Lock Key, Parking Lot Keys, Window Pane Replacement, Kitchen Sink, Bathroom Sink/Bathtub/Toilet, Electric, Miscellaneous Items, Appliances.

Ms. Mims also reviews the tenant citation and fine schedule. She asks if there are any questions regarding the Revised Maintenance Charge List of Multi Lock Key Replacement.

Ms. Mims asks if everyone can turn to the Admission on Continued Occupancy Policy. She then reviews the Non-Discrimination portion which includes and has been added: sexual orientation, gender identity, marital status.

Next is the Eligibility Criteria. An applicant (individual or family) will be considered eligible for the public housing Waiting List if he or she meets the following criteria consistent with the Equal Access Rule.

The term “family” includes, but is not limited to the following, regardless of actual or perceived sexual orientation, gender identity, or marital status. Ms. Mims reads the criteria as indicated on pages 12 and 13.

Other criteria include: Head of household is at least 18 years of age or emancipated by the state law; for the public housing program, not less than 40% of the units that become available per HACP’s fiscal year must be made available for occupancy by Extremely Low-income (ELI) families. The definition of ELI is those families whose incomes do not exceed the higher of the Federal poverty level of 30 percent of area median income.

Ms. Mims reviews change to Paying Rent: which reads: Rent and other charges are due and payable on or before the first day of the month and shall be considered delinquent after the fifth calendar day of the month. Rent may include utilities, excess utilities and includes all maintenance services not due to normal wear and tear unless otherwise specified, all monies due the HACP may be made in person or by pre-paid first class mail to the Development Office.

**Gladis:** Carol Gladis asks if there are any questions. She then refers to Gwen Morrison to review changes to the HCVAdministrative Plan.

**Morrison:** Ms. Morrison reviews changes to the plan which include:

- Eligibility Determination/Family Designation – pages 12 and 13
- Income Targeting Pursuant to the Quality Housing and Work Responsibility Act – page 23
- Annual HQS Inspection – page 60
- Quality Control Inspections – page 61
- Utility Allowances – page 78

She reviews all changes and asks if there are any questions.

**Herman:** What about patrolling of the site?

**Gorham:** The City is in the process of hiring “special” police officers for patrolling. They are still working on it and the Mayor is aware and knows about it.

**Herman:** For illegal residents in unit, I plan to knock on doors and let tenants know that illegal residents are not allowed.



**Gorham:** I don't suggest tenant patrol to do that. If you know of any tenant that has illegal residents living with them, please let your manager know and we will take care of it.

**Woods:** I know of some units that have illegal tenants.

**Gorham:** Ms. Woods, please, if you know of or anyone tenant...If you know of units that have illegal residents living with them, please inform your property manager. We need to know so we can address the issue.

**Gladis:** Thank you all for coming and if you have any questions or concerns, please contact us by phone, email or in writing. Our next meeting is scheduled for October 15, 2015, thank you.

*Meeting adjourned at 6:10 PM*