

PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.**

Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

A. Public Housing

1. Eligibility

PHA verifies eligibility when families are within (20) twenty applicants of being offered a unit

PHA utilizes the following non-income (screening) factors to establish eligibility for admission to public housing: criminal or drug-related activity, rental history, and housekeeping.

PHA request criminal records from FBI criminal records, local and state law enforcement agencies for screening purposes.

2. Waiting List Organizations

PHA utilizes a Community-wide list to organize its public housing waiting list.

Interested persons apply for admission to public housing at the PHA main administrative office and at the Admissions Office located at 10 Kenmore Street (Hall Homes).

Interested persons may obtain more information about and sign up to be on the site-based waiting lists from the PH main administrative office.

3. Assignment

Applicants will ordinarily be given (2) two vacant unit choices before they fall to the bottom of or be removed from the waiting list. This policy is consistent across all waiting lists.

4. Admissions Preference

PHA plans not to exceed the federal income targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income

Transfers will take precedence over new admissions in the following circumstances:

- Emergencies (Fire and Flood)
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)

PHA has established preferences for admission to public housing (other than date and time of application) to include employing the following admission preference in the coming year:

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition); Victims of domestic violence; substandard housing;
- Homelessness and High rent burden (rent is > 50% of income).

Other preferences:

Working families and those unable to work because of age or disability; Veterans and veteran's families; Residents who live and/or work in the jurisdiction and Victims of reprisals or hate crimes

All preferences will be prioritized as equal and will not have a relationship to the income targeting requirements.

5. Occupancy

Applicants and residents can use the following references to obtain information about the rules of occupancy of public housing:

PHA-resident lease
PHA's Admissions and (Continued) Occupancy policy
PHA briefing seminars or written materials
Screening Committee

At an annual reexamination and lease renewal and any time family composition changes, the resident must notify the PHA of changes in family composition?

6. Deconcentration and Income Mixing

PHA's analysis of its family (general occupancy) developments determined concentrations of poverty and the need for measures to promote deconcentration of poverty or income mixing

PHA did not adopt any changes to its admissions policies or other policies based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing.

B. Section 8/HCV

1. Eligibility

PHA utilizes the following non-income (screening) factors to establish eligibility for admission to public housing: criminal or drug-related activity, at least to the extent required by law or regulation.

PHA request criminal records from FBI criminal records, local and state law enforcement agencies for screening purposes.

PHA may share information regarding criminal or drug-related activity with prospective landlords.

2. Waiting List Organizations

The Section 8 tenant-based assistance waiting list is not merged with any other PHA program waiting lists.

Interested persons apply for admission to public housing at the PHA main administrative office, 10 Kenmore Street (Hall Homes).

3. Search Time

The PHA does not give extensions on the standard 60-day period to search for a unit.

4. Admissions Preference

PHA plans not to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income.

PHA has established preferences for admission to Section 8 tenant-based assistance (other than date and time of application).

PHA plans to employ the following admission preference in the coming year:

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition); Victims of domestic violence; substandard housing; Homelessness and High rent burden (rent is > 50% of income).

Other preferences:

Working families and those unable to work because of age or disability; Veterans and veteran's families; Residents who live and/or work in the jurisdiction and Victims of reprisals or hate crimes.

All preferences will be prioritized as equal and will not have a relationship to the income targeting requirements

5. Special Purpose Section 8 Assistance Programs

Applicants and residents can use the following references to obtain information about the policies governing eligibility, selection, and admissions to any special purpose Section 8 program administered by the PHA:

The Section 8 Administrative Plan
PHA briefing seminars or written materials

The PHA will announce the availability of any special-purpose Section 8 programs to the public through published notices.

Deconcentration and Income Mixing

PHA's analysis of its family (general occupancy) developments determined concentrations of poverty and the need for measures to promote deconcentration of poverty or income mixing

PHA did not adopt any changes to its admissions policies or other policies based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing.

- 2. Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.

Financial Resources: Planned Sources and Uses TO INCLUDE ESTIMATED FUNDS RECEIVED IN FY08		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2009 grants)		
Public Housing Operating Fund estimate	8,242,868	Operating Budget
Public Housing Capital Fund FY09 estimate	5,176,607	CFP-PHA-WIDE
HOPE VI Revitalization	4,602,450	HOPE VI activities
HOPE VI Demolition		
Annual Contributions for Section 8 Tenant-Based Assistance estimate	22,182,545	HCV-Administration

Financial Resources: Planned Sources and Uses TO INCLUDE ESTIMATED FUNDS RECEIVED IN FY08		
Sources	Planned \$	Planned Uses
Public Housing Drug Elimination Program (including any Technical Assistance funds)		
Resident Opportunity and Self-Sufficiency Grants (ROSS)2 exact grants annual amounts	160,000 175,000	Service Coordinators Elderly/Disabled Services
Community Development Block Grant		
HOME		
Other Federal Grants (list below)		
ARRA NY36S00350109 (exact)	6,552,179	CFP Stimulus (PHA-Wide)
2. Prior Year Federal Grants (unobligated funds only) (list below)		
FY 2008 Unobligated as of 6/30/09	1,919,501	Capital Items/Mod.
3. Public Housing Dwelling Rental Income	8,328,363	PHA Operations
4. Other income (list below)		
5. Non-federal sources (list below)		
Interest Income	448,231	PHA-Wide
Excess utilities	245,848	PHA-Wide
Total resources	58,033,592	

3. Rent Determination. A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.

A. Public Housing

1. Income-Based Rent Policies

The PHA employs discretionary policies for determining income-based rent. The PHA has a minimum rent of \$50.00. The PHA has not adopted any discretionary minimum rent hardship exemption policies.

The PHA does not plan to charge rents at a fixed amount or percentage less than 30% of adjusted income.

The PHA will impose ceiling rents (rents set at a level lower than 30% of adjusted income) for all developments. The PHA utilizes operating costs plus debt services to arrive at the ceiling rent rates.

Rent re-determinations are performed any time the family experiences an income increase.

The PHA will not implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year.

2. Flat Rents

In setting the market-based flat rents, PHA used the Section 8 rent reasonableness study of comparable housing to establish comparability.

B. Section 8 Tenant-Based Assistance

1. Payment Standards

The PHA payment standard is 100% of FMR. The payment standard is re-evaluated annually for adequacy. The PHA will consider success rates of assisted families in its assessment of the adequacy of its payment standard.

2. Minimum Rent

The PHA has a minimum rent of \$50.00.

The PHA has not adopted any discretionary minimum rent hardship exemption policies.

4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.

The MHACY management structure and organization consists of an Executive Director, Chief Housing Accountant, Senior Housing Manager, Supervisor of Maintenance, Section 8/HCV Supervisor and approximately 110 employees, to include support staff.

MHACY operates 2,079 units of Public Housing with expected annual turnover rate of approximately 300 units and 3,011 HCV vouchers,

Management and Maintenance Policies

Management:

Admissions & Continued Occupancy Policy; Personnel Policy; Procurement Policy; Pet Policy; Lease & Grievance Policy; Rent Collection Policy, Community Service Policy; Authorization to sign checks; Authorization to Transfer Funds; Capitalization Policy; Disposition Policy; Investment Policy; Bar-Out Policy and Maintenance Plan.

Maintenance:

Preventive Maintenance Contract (annually for service)
Painting Contract (when Applicable)
Pest Control Contract (including Cockroaches) when applicable
Grass Cutting and Landscaping

5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.

MHACY utilizes grievance procedures found at 24 CFR Part 966, Subpart B, for residents of public housing. Residents or applicants to public housing can initiate the PHA grievance process at the PHA's main administrative office located at 1511 Central Avenue.

6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: 1) development name and number; 2) designation type; 3) application status; 4) date the designation was approved, submitted, or planned for submission, and; 5) the number of units affected.

The PHA has designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year. The summary of the activity description is provided on the following tables.

Designation of Public Housing Activity Description	
1a. Development name: Loehr Court	
1b. Development (project) number: NY 3-2B	
2. Designation type:	
Occupancy by only the elderly <input checked="" type="checkbox"/>	
Occupancy by families with disabilities <input type="checkbox"/>	
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>	
3. Application status (select one)	
Approved; included in the PHA's Designation Plan <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input checked="" type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: <u>10/01/09</u>	
5. If approved, will this designation constitute a (select one)	
<input checked="" type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously-approved Designation Plan?	
6. Number of units affected: 80	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total developments	

Designation of Public Housing Activity Description	
1a. Development name: Walsh Houses	
1b. Development (project) number: NY 3-4	
2. Designation type:	
Occupancy by only the elderly <input type="checkbox"/>	
Occupancy by families with disabilities <input type="checkbox"/>	
Occupancy by only elderly families and families with disabilities <input checked="" type="checkbox"/>	
3. Application status (select one)	
Approved; included in the PHA's Designation Plan <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input checked="" type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: <u>10/01/09</u>	
5. If approved, will this designation constitute a (select one)	
<input checked="" type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously-approved Designation Plan?	
7. Number of units affected: 299	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total developments	

Designation of Public Housing Activity Description	
1a. Development name: Curran Court	
1b. Development (project) number: NY 3-6A	
2. Designation type:	
Occupancy by only the elderly <input checked="" type="checkbox"/>	
Occupancy by families with disabilities <input type="checkbox"/>	
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>	
3. Application status (select one)	
Approved; included in the PHA's Designation Plan <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input checked="" type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: <u>10/01/09</u>	
5. If approved, will this designation constitute a (select one)	
<input checked="" type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously-approved Designation Plan?	
8. Number of units affected: 186	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total developments	

Designation of Public Housing Activity Description	
1a. Development name: Kristensen House	
1b. Development (project) number: NY 3-6B	
2. Designation type:	
Occupancy by only the elderly <input checked="" type="checkbox"/>	
Occupancy by families with disabilities <input type="checkbox"/>	
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>	
3. Application status (select one)	
Approved; included in the PHA's Designation Plan <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input checked="" type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: <u>10/01/09</u>	
5. If approved, will this designation constitute a (select one)	
<input checked="" type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously-approved Designation Plan?	
9. Number of units affected: 32	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total developments	

Designation of Public Housing Activity Description	
1a. Development name: Flynn Manor	
1b. Development (project) number: NY 3-7	
2. Designation type:	
Occupancy by only the elderly <input checked="" type="checkbox"/>	
Occupancy by families with disabilities <input type="checkbox"/>	
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>	
3. Application status (select one)	
Approved; included in the PHA's Designation Plan <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input checked="" type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: <u>10/01/09</u>	
5. If approved, will this designation constitute a (select one)	
<input checked="" type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously-approved Designation Plan?	
10. Number of units affected: 139	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total developments	

Designation of Public Housing Activity Description	
1a. Development name: Matinelli Manor	
1b. Development (project) number: NY 3-10A	
2. Designation type:	
Occupancy by only the elderly <input checked="" type="checkbox"/>	
Occupancy by families with disabilities <input type="checkbox"/>	
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>	
3. Application status (select one)	
Approved; included in the PHA's Designation Plan <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input checked="" type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: <u>10/01/09</u>	
5. If approved, will this designation constitute a (select one)	
<input checked="" type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously-approved Designation Plan?	
11. Number of units affected: 45	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total developments	

Designation of Public Housing Activity Description	
1a. Development name: C.J. Troy	
1b. Development (project) number: NY 3-10B	
2. Designation type:	
Occupancy by only the elderly <input checked="" type="checkbox"/>	
Occupancy by families with disabilities <input type="checkbox"/>	
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>	
3. Application status (select one)	
Approved; included in the PHA's Designation Plan <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input checked="" type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: <u>10/01/09</u>	
5. If approved, will this designation constitute a (select one)	
<input checked="" type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously-approved Designation Plan?	
12. Number of units affected: 55	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total developments	

- 7. Community Service and Self-Sufficiency.** A description of: (1) Any programs relating to services and amenities provided or offered to assisted families; (2) Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; (3) How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. (Note: applies to only public housing).

The YMHA has not entered into cooperative agreement with the local TANF Agency but has established internal policies for Family Self-Sufficiency (FSS). A copy of the Community Service Policy is included as follows:

SERVICE POLICY

The Yonkers Municipal Housing Authority's policy is designed to identify which adult family members are subject to or exempt from the service requirements; to explain how the PHA will administer its program; to identify PHA and/or third party certification opportunities available to eligible adult family members; and to assure resident compliance with identified work activities with fair and equitable actions.

PHA Responsibilities

- (1) Eligibility Determination

The PHA will review every existing resident file to determine each Adult member's status regarding community service per the following guidelines.

- a. As family status is determined a registered letter or other certifiable document of receipt will be sent to each adult member of that family to notify them of their status (exempt or non-exempt) and explaining the steps they should immediately proceed with through their housing representative.
- b. The PHA will include a copy of the general information section of its Community Service Policy and a listing of PHA and/or third party work activities that are eligible for certification of the community service requirement.

- c. At the scheduled meeting with each non-exempt adult family member, not only will the parameters of the community service requirement be reviewed but also the PHA and/or third party work activities will be identified and selected for compliance with the annual obligation for certification at their annual lease renewal date.

(2) Work Activity Opportunities

The Yonkers Municipal Housing Authority has elected to provide to those adult family members that must perform community service activities the opportunity to select either PHA sanctioned work activities or Third Party certifiable work items. The administration of the certification process would be:

a. PHA Provided Activities.

When qualifying activities are provided by the Authority directly, designated Authority employee(s) shall provide signed certification that the family member has performed the proper number of hours for the selected service activities.

b. Third Party Certification

When qualifying activities are administered by any organization other than PHA, the family member must provide signed certification (see III A (c)) to the Authority by such third party organization that said family member has performed appropriate service activities for the required hours.

c. Verification of Compliance.

The Authority is required to review family compliance with service requirement, and must verify such compliance annually at least thirty (30) days before the end of the twelve (12) month lease term (annual re-certification time). Evidence of service performance and/or exemption must be maintained in the participant files.

d. Notice of Noncompliance.

If the Authority determines that, a family member who is subject to fulfilling a service requirement, but who has violated the family's obligation (a noncompliant resident) the Authority must notify the specific family member of this determination.

The Notice of Noncompliance must:

Briefly, describe the noncompliance (inadequate number of hours).

State that the Authority will not renew the lease at the end of the twelve (12) month lease term unless:

The resident or any other noncompliant adult family member enters into a written agreement with the Authority to cure the noncompliance and in fact perform to the letter of agreement.

- Or -

The family provides written assurance satisfactory, to the PHA that the resident or other noncompliant adult family member no longer resides in the unit.

This Notice of Noncompliance must also state that the resident may request a grievance hearing and that the resident may exercise any available judicial remedy to seek timely redress for the Authority's non-renewal of the lease because of a noncompliance determination.

Resident agreement to comply with the service requirement.

The written agreement entered into with the Authority to cure the service requirement noncompliance by the resident and any other adult family member must:

1. Agree to complete additional service hours needed to make up the total number of hours required over the twelve (12) month term of the new lease.
2. State that all other members of the family subject to the service requirement are in current compliance with the service requirement or are no longer residing in the unit.

e. The Yonkers Municipal Housing Authority has developed a list of Agency certifiable and/or third party work activities of which each non-exempt adult family member can select to perform their individual service requirement.

- 8. Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

PHA determined need for measures to ensure the safety of public housing residents due to the following:

a high incidence of violent and/or drug-related crime in some or all of the PHA's developments; high incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's development; observed lower-level crime; vandalism and/or graffiti and 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.

PHA utilized safety and security survey of residents, analysis of crime statistics over time for crimes committed "in and around" public housing authority, resident reports, PHA employee reports and police reports to determine the need for PHA actions to improve safety of residents. The developments most affected are NY 3-3, Schlobohm; NY 3-5, Calcagno Homes & NY 3-9 Cottage Place.

PHA has undertaken or plans to undertake in the next PHA fiscal year are contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities, activities targeted to at-risk youth, adults, and seniors, volunteer Resident Patrol/Block Watchers Program and Drug Treatment Clinics. The developments most affected are NY 3-3, Schlobohm; NY 3-5, Calcagno Homes & NY 3-9 Cottage Place

PHA has coordinated with the police precinct for carrying out crime prevention measures and activities for the following:

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

The developments most affected are The developments most affected are NY 3-3, Schlobohm; NY 3-5, Calcagno Homes & NY 3-9 Cottage Place

- 9. Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.

PET POLICY FOR FAMILY DEVELOPMENTS

In compliance with Section 526 of The Quality Housing and Work Responsibility Act of 1998, PHA residents shall be permitted to own and keep common household pets. Animals that are an auxiliary for persons with a disability are excluded from this policy. The ownership of common household pets is subject to the following rules and limitations:

1. Common household pets shall be defined as "domesticated animals such as a dog, cat, bird, rodent, fish or turtle". Common household pets are defined as follows:

Bird Includes Canary, Parakeet, Finch and other species that are normally kept caged; birds of prey are not permitted.

Fish In tanks or aquariums, not to exceed twenty (20) gallons in capacity; poisonous or dangerous fish are not permitted.

Dogs Dogs not to exceed twenty-five pounds (25 lbs.) weight, or fifteen (15) inches in height at full growth. Dogs must be spayed or neutered. Veterinarian's recommended /suggested types of dogs are as follows:

- | | | | |
|----|-----------|----|----------------|
| a. | Chihuahua | e. | Cocker Spaniel |
| b. | Pekingese | f. | Dachshund |
| c. | Poodle | g. | Terriers |
| d. | Schnauzer | | |

1. NO PIT BULLS WILL BE PERMITTED

Cats Cats must be spayed or neutered and be de-clawed or have scratching post, and should not exceed fifteen pounds (15 lbs.).

Rodents Rodents other than hamsters, gerbils, white rats or mice are not considered common household pets. These animals must be kept in appropriate cages.

Reptiles Reptiles other than turtles or small lizards such as chameleons are not considered common household pets.

Exotic Pets At no time will the PHA approve of exotic pets, such as snakes, monkeys, game pets, etc.

2. No more than one (1) dog or cat shall be permitted in a household. In the case of birds, a maximum of two birds may be permitted. There shall be no limit as to the number of fish, but no more than one aquarium with a maximum capacity of twenty (20) gallons shall be permitted. A Resident with a dog or cat may also have other categories of "common household pets" as defined above.
3. Pets other than a dog or cat shall be confined to an appropriate cage or container. Such a pet may be removed from its cage while inside the owner's housing unit for the purpose of handling, but shall not generally be unrestrained.
4. Only one (1) dog or cat is allowed per household. **NO PIT BULLS WILL BE PERMITTED.** All dogs and cats will need to be on a leash, tied up, or otherwise restrained at all times when they are outside. Neither dogs nor cats shall be permitted to run loose.
5. Pet owners shall maintain their pet in such a manner as to prevent any damage to their unit, yard or common areas of the community in which they live. The animal shall be maintained so as not to be a nuisance or a threat to the health or safety of neighbors, PHA employees, or the public, by reason of noise, unpleasant odors or other objectionable situations.
6. Each pet owner shall be fully responsible for the care of the pet, including proper disposal of pet wastes in a safe and sanitary manner. Specific instructions for pet waste shall be available in the management office. Improper disposal of pet waste is a lease violation and may be grounds for termination.
7. All pets shall be inoculated and licensed in accordance with applicable state and local laws. All cats or dogs shall be neutered or spayed; unless a veterinarian certifies that the spaying or neutering would be inappropriate or unnecessary (because of health, age, etc.).
8. Visiting pets may be allowed as long as they generally conform to the guidelines expressed in this policy, except that, no additional pet deposit shall be required of the Resident with whom the pet is visiting unless the visit is in excess of seventy-two (72) hours, and two (2) verified complaints shall be grounds for excluding the pet from further visits.
9. All pets shall be registered with the Management Office immediately or no longer than ten (10) days following their introduction to the community. Registration shall consist of providing:
 - a. Basic information about the pet (type, age, description, name, etc.);
 - b. Proof of inoculation and licensing;
 - c. Proof of neutering or spaying. All female dogs over the age of six (6) months and female cats over the age of five (5) months must be spayed. All male dogs over the age of eight (8) months and all male cats over the age of ten (10) months must be neutered. If health problems prevent such spaying or neutering, a veterinarian's certificate will be necessary to allow the pet to become or continue to be a Resident of the community;
 - d.

Type of Pet	Pets Name	Inoculations (type and date)
License Date	Spay or Neuter Date	

- d. Payment of a pet deposit of \$_____ (to be paid in full, or over a period of time not to exceed six (6) months, in case of hardship) to defray the cost of potential damage done by the pet to the unit or to common areas of the community. There shall be no pet deposit for pets other than dogs or cats. The pet deposit shall not preclude charges to a Resident for repair of damages done on an ongoing basis by a pet. The Resident is responsible for all damages caused by the pet and will reimburse the Authority for all costs it incurs in repairing such damages. This deposit is refundable with accrued interest if no damage is identified at the move-out inspection; and
- e. If a Resident cannot care for their pet due to an illness, absence, or death and no other person can be found to care for the pet, after twenty-four (24) hours have elapsed, the Resident hereby gives permission for the pet to be released to the Humane Society/Animal Control, in accordance with their procedures. In no case shall PHA incur any costs or liability for the care of a pet placed in the care of another individual or agency under this procedure.

Provide the name, address and phone number of one or more persons who will care for the pet if you are unable to do so.			
Name	Address	Phone (day)	Phone (night)
This information will be updated annually.			

- 10. Any litigation resulting from actions by pets shall be the sole responsibility of the pet owner. The pet owner agrees to indemnify and hold harmless the PHA from all claims, causes of action damages or expenses, including attorney's fees, resulting from the action or the activities of his or her pet. The PHA accepts NO RESPONSIBILITY for the pet under any circumstance. The PHA strongly advises resident to obtain liability insurance.

- 10. Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.

PHA can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. The PHA submitted Form HUD-50077 with the FY09 Plan submission.

- 11. Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.

The most recent fiscal audit has been submitted to HUD. There are no unresolved audit findings.

- 12. Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.

The PHA is engaging in development-based accounting as an activity that will contribute to the long-term asset management of its public housing stock.

- 13. Violence Against Women Act (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

Notwithstanding the provisions of the YMHA Lease, or any other provision contained herein, the following shall not be considered violations of the Lease constituting defaults and bases for terminating the tenancy or occupancy rights of a victim of domestic violence:

1. An incident or incidents of actual or threatened domestic violence, dating violence, or stalking perpetrated against the victim.
2. Criminal activity directly relating to domestic violence, dating violence or stalking, engaged in by a member of the Tenant's Household or any Guest or Other Person under the Tenant's Control, if the Tenant or immediate member of the Tenant's Household is a victim of that domestic violence, dating violence, or stalking; provided, however, landlord may divide this Lease for the purpose of evicting, removing or terminating the occupancy rights of a Household member, whether or not such Household member is a signatory to this Lease, who engages in criminal acts of physical violence against Family members or others, without evicting, removing or otherwise penalizing the victim of such violence, who is also a Tenant or lawful occupant of the Unit.

The foregoing exceptions shall not apply unless the victim delivers to the landlord a certification on one of the following forms:

- a. A HUD-approved form supplied by YMHA attesting that she/he is a victim of domestic violence, dating violence, or stalking and that the incident(s) in question are bona fide violations of such actual or threatened abuse; or
- b. Documentation signed by an employee, agent or volunteer of a victim service provider, an attorney, or a medical professional from whom the victim has sought assistance in addressing domestic violence, dating violence, stalking, or the effects of the abuse, in which the professional states under penalty of perjury that the professional's belief that the incident(s) in question are bona fide incidents of abuse and the victim has signed or attests to the documentation; or
- c. A federal, state, or local police report or court record describing the crime or incident(s).

The victim must deliver the certification to the landlord within fourteen (14) business days after landlord requests the certification. If the victim does not deliver the certification to landlord within the aforesaid period, landlord may terminate the tenancy of the Tenant or any lawful occupant of the Unit including the victim.

The foregoing exceptions, however, shall not limit the authority of the landlord to (i) honor court orders addressing rights of access or control of property, including civil protection orders issued to address the distribution or possession of property among Household members, (ii) evict a Tenant for any violation of this Lease not based on or connected with the act or acts of violence in question against the Tenant or member of Tenant's Household, provided that such victim is not held to a more demanding standard than other Tenants, and (iii) evict any Tenant if landlord can demonstrate an actual and imminent threat to other Tenants or those employed at or providing service to the property if that Tenant is not evicted.