

Annual Plan - 2022 - DRAFT

Schenectady Municipal Housing Authority



Schenectady Municipal Housing Authority
375 Broadway, Schenectady, NY 12305

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2022 Annual PHA Plan

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

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

Definitions.

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

A.	PHA Information.																																
A.1	<p> PHA Name: _____ PHA Code: _____ PHA Type: <input type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA PHA Plan for Fiscal Year Beginning: (MM/YYYY): _____ PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units _____ Number of Housing Choice Vouchers (HCVs) _____ Total Combined Units/Vouchers _____ PHA Plan Submission Type: <input type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission </p> <p> Availability of Information. PHAs must have the elements listed below in sections B and C readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans. </p> <p> <input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) </p> <table border="1" data-bbox="164 1444 1451 1934"> <thead> <tr> <th data-bbox="164 1444 440 1514" rowspan="2">Participating PHAs</th> <th data-bbox="440 1444 570 1514" rowspan="2">PHA Code</th> <th data-bbox="570 1444 870 1514" rowspan="2">Program(s) in the Consortia</th> <th data-bbox="870 1444 1143 1514" rowspan="2">Program(s) not in the Consortia</th> <th colspan="2" data-bbox="1143 1444 1451 1514">No. of Units in Each Program</th> </tr> <tr> <th data-bbox="1143 1514 1289 1612">PH</th> <th data-bbox="1289 1514 1451 1612">HCV</th> </tr> </thead> <tbody> <tr> <td data-bbox="164 1514 440 1612">Lead PHA:</td> <td data-bbox="440 1514 570 1612"></td> <td data-bbox="570 1514 870 1612"></td> <td data-bbox="870 1514 1143 1612"></td> <td data-bbox="1143 1514 1289 1612"></td> <td data-bbox="1289 1514 1451 1612"></td> </tr> <tr> <td data-bbox="164 1612 440 1711"></td> <td data-bbox="440 1612 570 1711"></td> <td data-bbox="570 1612 870 1711"></td> <td data-bbox="870 1612 1143 1711"></td> <td data-bbox="1143 1612 1289 1711"></td> <td data-bbox="1289 1612 1451 1711"></td> </tr> <tr> <td data-bbox="164 1711 440 1810"></td> <td data-bbox="440 1711 570 1810"></td> <td data-bbox="570 1711 870 1810"></td> <td data-bbox="870 1711 1143 1810"></td> <td data-bbox="1143 1711 1289 1810"></td> <td data-bbox="1289 1711 1451 1810"></td> </tr> <tr> <td data-bbox="164 1810 440 1934"></td> <td data-bbox="440 1810 570 1934"></td> <td data-bbox="570 1810 870 1934"></td> <td data-bbox="870 1810 1143 1934"></td> <td data-bbox="1143 1810 1289 1934"></td> <td data-bbox="1289 1810 1451 1934"></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																							
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B.5	<p>Progress Report.</p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.</p>
B.6	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y <input type="checkbox"/> N <input type="checkbox"/></p> <p>(c) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
B.7	<p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
B.8	<p>Troubled PHA.</p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?</p> <p>Y <input type="checkbox"/> N <input type="checkbox"/> N/A <input type="checkbox"/></p> <p>(b) If yes, please describe:</p>
C.	<p>Statement of Capital Improvements. Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>
C.1	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p>

Instructions for Preparation of Form HUD-50075-ST

Annual PHA Plan for Standard and Troubled PHAs

A. PHA Information. All PHAs must complete this section.

A.1 Include the full PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), PHA Inventory, Number of Public Housing Units and or Housing Choice Vouchers (HCVs), PHA Plan Submission Type, and the Availability of Information, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. ([24 CFR §903.23\(4\)\(e\)](#))

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. ([24 CFR §943.128\(a\)](#))

B. Annual Plan. All PHAs must complete this section.

B.1 Revision of PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.” ([24 CFR §903.7](#))

☐ **Statement of Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. ([24 CFR §903.7\(a\)\(1\)](#)) Provide a 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. ([24 CFR §903.7\(a\)\(2\)\(ii\)](#))

☐ **Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.** PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see [24 CFR 903.2](#). ([24 CFR §903.23\(b\)](#)) Describe the PHA’s admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA’s policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. ([24 CFR §903.7\(b\)](#)) Describe the PHA’s procedures for maintain waiting lists for admission to public housing and address any site-based waiting lists. ([24 CFR §903.7\(b\)](#)). A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. ([24 CFR §903.7\(b\)](#)) Describe the unit assignment policies for public housing. ([24 CFR §903.7\(b\)](#))

☐ **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. ([24 CFR §903.7\(c\)](#))

☐ **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. ([24 CFR §903.7\(d\)](#))

☐ **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance and 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. ([24 CFR §903.7\(e\)](#))

☐ **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants. ([24 CFR §903.7\(f\)](#))

☐ **Homeownership Programs.** A description of any Section 5h, Section 32, Section 8y, or HOPE I public housing or Housing Choice Voucher (HCV) homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. ([24 CFR §903.7\(k\)](#))

☐ **Community Service and Self Sufficiency Programs.** Describe how the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. ([24 CFR §903.7\(l\)](#)) A description of: **1)** Any programs relating to services and amenities provided or offered to assisted families; and **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. ([24 CFR §903.7\(l\)](#))

☐ **Safety and Crime Prevention.** Describe the PHA’s plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must provide development-by-development or jurisdiction wide-basis: (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. ([24 CFR §903.7\(m\)](#)) 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. (24 CFR §903.7(m)(5))

☐ **Pet Policy.** Describe the PHA's policies and requirements pertaining to the ownership of pets in public housing. (24 CFR §903.7(n))

☐ **Asset Management.** State 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. (24 CFR §903.7(q))

☐ **Substantial Deviation.** PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan. (24 CFR §903.7(r)(2)(i))

☐ **Significant Amendment/Modification.** PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan. Should the PHA fail to define 'significant amendment/modification', HUD will consider the following to be 'significant amendments or modifications': a) changes to rent or admissions policies or organization of the waiting list; b) additions of non-emergency CFP work items (items not included in the current CFP Annual Statement or CFP 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund; or c) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities. See guidance on HUD's website at: [Notice PIH 1999-51](#). (24 CFR §903.7(r)(2)(ii))

If any boxes are marked "yes", describe the revision(s) to those element(s) in the space provided.

B.2 New Activities. If the PHA intends to undertake any new activities related to these elements in the current Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

☐ **Hope VI or Choice Neighborhoods.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Choice Neighborhoods; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI or Choice Neighborhoods is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

☐ **Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

☐ **Demolition and/or Disposition.** Describe any public housing projects owned by the PHA and subject to ACCs (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA's last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm. (24 CFR §903.7(h))

☐ **Designated Housing for Elderly and Disabled Families.** Describe any public housing projects owned, assisted or operated by the PHA (or portions thereof), in the upcoming fiscal year, that the PHA has continually operated as, has designated, or will apply for designation for occupancy by elderly and/or disabled families only. 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. **Note:** The application and approval process for such designations is separate from the PHA Plan process, and PHA Plan approval does not constitute HUD approval of any designation. (24 CFR §903.7(i)(C))

☐ **Conversion of Public Housing.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

☐ **Conversion of Public Housing.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to project-based assistance under RAD. See additional guidance on HUD's website at: [Notice PIH 2012-32](#)

☐ **Occupancy by Over-Income Families.** A PHA that owns or operates fewer than two hundred fifty (250) public housing units, may lease a unit in a public housing development to an over-income family (a family whose annual income exceeds the limit for a low income family at the time of initial occupancy), if all the following conditions are satisfied: (1) There are no eligible low income families on the PHA waiting list or applying for public housing assistance when the unit is leased to an over-income family; (2) The PHA has publicized availability of the unit for rental to eligible low income families, including publishing public notice of such availability in a newspaper of general circulation in the jurisdiction at least thirty days before offering the unit to an over-income family; (3) The over-income family rents the unit on a month-to-month basis for a rent that is not less than the PHA's cost to operate the unit; (4) The lease to the over-income family provides that the family agrees to vacate the unit when needed for rental to an eligible family; and (5) The PHA gives the over-income family at least thirty days notice to vacate the unit when the unit is needed for rental to an eligible family. The PHA may incorporate information on occupancy by over-income families into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7](#). (24 CFR 960.503) (24 CFR 903.7(b))

☐ **Occupancy by Police Officers.** The PHA may allow police officers who would not otherwise be eligible for occupancy in public housing, to reside in a public housing dwelling unit. The PHA must include the number and location of the units to be occupied by police officers, and the terms and conditions of their tenancies; and a statement that such occupancy is needed to increase security for public housing residents. A "police officer" means a person determined by the PHA to be, during the period of residence of that person in public housing, employed on a full-time basis as a duly licensed professional police officer by a Federal, State or local government or by any agency of these governments. An officer of an accredited police force of a housing agency may qualify. The PHA may incorporate information on occupancy by police officers into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7](#). (24 CFR 960.505) (24 CFR 903.7(b))

☐ **Non-Smoking Policies.** The PHA may implement non-smoking policies in its public housing program and incorporate this into its PHA Plan statement of operation and management and the rules and standards that will apply to its projects. See additional guidance on HUD's website at: [Notice PIH 2009-21](#). (24 CFR §903.7(e))

☐ **Project-Based Vouchers.** Describe any plans to use Housing Choice Vouchers (HCVs) for new project-based vouchers, which must comply with PBV goals, civil rights requirements, Housing Quality Standards (HQS) and deconcentration standards, as stated in 983.57(b)(1) and set forth in the PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan. (24 CFR §903.7(b))

☐ **Units with Approved Vacancies for Modernization.** The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with [24 CFR §990.145\(a\)\(1\)](#).

☐ **Other Capital Grant Programs** (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

For all activities that the PHA plans to undertake in the current Fiscal Year, provide a description of the activity in the space provided.

B.3 Civil Rights Certification. Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the 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. (24 CFR §903.7(o))

B.4 Most Recent Fiscal Year Audit. If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. (24 CFR §903.7(p))

B.5 Progress Report. For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.7(r)(1))

B.6 Resident Advisory Board (RAB) comments. If the RAB provided comments to the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

B.7 Certification by State of Local Officials. Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.

B.8 Troubled PHA. If the PHA is designated troubled, and has a current MOA, improvement plan, or recovery plan in place, mark "yes," and describe that plan. If the PHA is troubled, but does not have any of these items, mark "no." If the PHA is not troubled, mark "N/A." (24 CFR §903.9)

C. Statement of Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. (24 CFR 903.7 (g))

C.1 Capital Improvements. In order to comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan. PHAs can reference the form by including the following language in Section C. 8.0 of the PHA Plan Template: "See HUD Form- 50075.2 approved by HUD on XX/XX/XXXX."

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan.

Public reporting burden for this information collection is estimated to average 9.2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

B.1(a) – form HUD-50075-ST

Revised PHA Plan Elements

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

1) Statement of Housing Needs and Strategy for Addressing Housing Needs

Updated to reflect current conditions. No significant amendments or substantial deviations.

2) Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions

No significant amendments or substantial deviations.

3) Financial Resources

Updated to reflect current conditions. No significant amendments or substantial deviations.

4) Rent Determination

The following sections of the Public Housing Admissions and Continued Occupancy Policy are proposed for amendment. The full amendments appear after this summary:

§11.3E – DEDUCTIONS FROM ANNUAL INCOME – CHILD CARE EXPENSES

§13.7 – PAYING RENT

5) Operation and Management

The following sections of the Public Housing Admissions and Continued Occupancy Policy are proposed for amendment. The full amendments appear after this summary:

§24.0 – WADING POOL POLICY

§28.0 – SPECIAL CHARGES TO TENANTS FOR REPAIR OF DAMAGES

The following sections of the Section 8 Administrative Plan are proposed for amendment. The full amendments appear after this summary:

§6) e) – TERM OF THE VOUCHER

§7) a) i) – FAMILY MOVE RESTRICTIONS

6) Grievance Procedures

No significant amendments or substantial deviations.

7) Homeownership Programs

No significant amendments or substantial deviations.

8) Community Service and Self-Sufficiency Programs

No significant amendments or substantial deviations.

9) Safety and Crime Prevention

Updated to reflect current conditions. No significant amendments or substantial deviations.

10) Pet Policy

No significant amendments or substantial deviations.

11) Asset Management

Updated to reflect current conditions. No significant amendments or substantial deviations.

12) Substantial Deviation

No significant amendments or substantial deviations.

13) Significant Amendment/Modification

No significant amendments or substantial deviations.

B.1(b) – form HUD-50075-ST

Statement of Housing Needs and Strategy for Addressing Housing Needs

(b) If the PHA answered yes for any element, describe the revisions for each revised element(s).

Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs.

AMENDMENTS

The amendments to Housing Needs is shown here with new language underlined and deleted language with a ~~striketrough~~.

SIGNIFICANT HOUSING PROBLEMS

Source: City of Schenectady 2020 – 2024 5-Year Consolidated Plan

The U.S. Department of Housing and Urban Development (HUD) definitions for “Housing Problems” are:

- Housing cost burden - over 30% of income expended on housing related costs
- Severe housing cost burden - over 50% of income expended on housing related costs
- Substandard housing – housing unit lacking a complete kitchen or plumbing facilities
- Overcrowding – unit occupied by 1.01 to 1.5 people per room
- Severe overcrowding – unit occupied by more than 1.5 people per room

Current Comprehensive Housing Affordability Strategy (CHAS) data indicates that 53.4% of City of Schenectady renters experience housing problems, and 33.6% experience severe housing problems. In addition, 27.7% of homeowners experience housing problems and 11.7% experience at least one severe housing problem. Common housing problems in Schenectady are cost burden, overcrowding and substandard, older housing stock. Approximately 52.6% of renters, and 26.4% of homeowners in the City are cost-burdened. Many owners struggle to make necessary major home repairs. HUD’s generally accepted definition of affordability is for a household to pay no more than 30% of its annual income on housing; families paying more than that amount are considered cost burdened. According to the National Low-Income Housing Coalition’s 2019 Out of Reach study, the maximum affordable monthly housing cost at 30% of AMI is \$674 per month. The 2019 Schenectady Metropolitan Statistical Area (MSA) Fair Market Rent Schedule starts at \$768 for an efficiency unit and in 2020 this number decreases

to \$747. Even with the decrease from 2018 to 2019, a household would need to earn at least \$44,600 per year, or an hourly wage of \$21.44, to afford a two-bedroom rental unit at Fair Market rates. The hourly mean wage for a renter wage in Schenectady County is only \$15.16. Fair market rents for the City of Schenectady and Schenectady County are calculated under the FY 2020 Albany-Schenectady-Troy, New York MSA. CHAS illustrates housing problems by income level compared to the Household Area Median Family Income (HAMFI) based on the 2012 – 2016 ACS, as shown below.

Table 3 Housing Problems	# of Renter Households with Housing Problems						# of Owner Households with Housing Problems					
	0 to 30%	>30 to 50%	>50 to 80%	>80 to 100%	>100%	Total Renters	0 to 30%	>30 to 50%	>50 to 80%	>80 to 100%	>100%	Total Owners
Household has at least 1 of 4 Housing Problems	3,815	1,675	560	115	35	6,200	915	805	950	400	160	3,230
Household has none of 4 Housing Problems	745	585	2,040	665	1,175	5,210	255	540	1,690	1,295	4,600	8,380
Housing cost burden greater than 50% of income	3,165	290	135	0	0	3,590	675	325	185	10	0	1,195
Housing cost burden greater than 30% of income	3,755	1,660	500	55	25	5,995	900	795	925	355	85	3,060
CHAS 2012-2016												

Older and Substandard Housing Stock

The City's housing stock is aging and substandard, with 95% of the houses built prior to 1979, and 61% built prior to 1940 (2010 Census). In the City of Schenectady alone, 8,791 units are considered substandard. Many properties have been poorly maintained, particularly the large portion of rental properties owned by absentee landlords. This results in an increasingly large number of households living in substandard housing, households facing high repair costs due to an aging building stock, high energy burdens faced by low- and moderate-income households, limited development of new affordable housing options, a limited number of single-family homes, and a low owner-occupancy rate. Code violations and lead based paint hazards are prevalent in many of the dwellings. It is notable that the City's

12307 zip code is ranked as one of the highest areas of household lead hazards in the country despite City and County efforts to address interim control measures in a number of homes where children under 6 reside utilizing HUD Lead Control grant funding.

Brief Description of Strategy to Address Housing Needs

Maximize the number of affordable units available to SMHA within its current resources by:

- Employ effective maintenance and management policies to minimize the number of public housing and housing choice voucher units off-line;
- Reduce turnover time to renovated public housing units;
- Maintain or increase housing choice voucher utilization rates by marketing the program to landlords.

Target available assistance to families at or below 30% of AMI

- Exceed HUD/Federal targeting requirements for families at or below 30% of AMI in public housing and the housing choice voucher program;
- Maintain rent policies to support and encourage work.

Target available assistance to families with disabilities

- Affirmatively market to local non-profit agencies that assist families with disabilities

Conduct activities to affirmatively further fair housing

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

Provide home ownership opportunities for low-moderate income persons

- SMHA intends to operate and carry forward its Section 8 Homeownership Program, supporting present enrollees, enrolling new families, and issuing Housing Choice Vouchers to those who are bankable and in a position to close on homes.

Provide assistance to tenants to keep rents within 30% of income

- Lease all units of public housing.
- Issue housing choice vouchers to assist families to rent apartments.
- Issue vouchers to individuals/families enrolled in our Shelter Plus Care program.

Advocate for security deposits and rental payments to at-risk population to prevent homelessness

- This work is done locally through the Community Crisis Network. The lead agency for this program is the Schenectady Community Action Program, with whom we cooperate fully. SCAP is our prime partner in the Shelter Plus Care program, doing services coordination.

Provide single room occupancy transitional housing units for homeless individuals

- Continue to administer the housing end of a 41- and 8-unit Section 8 SRO program with the YMCA and YWCA supplying the physical units, respectively.

Provide transition housing for homeless families

- SMHA's Executive Director is a member of the Schenectady County Homeless Services Planning Board, a consortium of provider agencies that work together to meet needs in the field of homeless housing.
- SMHA's Executive Director was Chair of the Schenectady County Ten Year Plan to End Homelessness, which is now the Continuum of Care Strategic Planning Committee, where he oversaw the implementation of the Coordinated Assessment System for the Continuum of Care. He is now a member of the Strategic Planning Committee.

Maintain Resident Associations

- Four of seven developments have certified Resident Associations in place actively representing the interests of residents, collaborating with SMHA and others in instituting and carrying out activities.

Educate community members about expectations for renter/home owners

- SMHA serves on the Eviction Task Force, convened by the local CAP agency, to deal with rapidly escalating rates of eviction. One of the services provided by this group is to conduct both landlord and tenant training sessions in Schenectady County.

Public Housing Revitalization

Public housing across the nation faces a \$26 billion capital needs backlog, resulting from years of underfunding. This steady decline in funding has made it increasingly more difficult to ensure healthy affordable living environments for residents in Schenectady. SMHA's current capital needs backlog exceeds \$8 million. Delayed projects include lead-based paint abatement in apartments with children, window and roof replacement, and replacement of obsolete sewer, gas and water infrastructure. Further delaying projects of this type could impact the health of families who live in SMHA's public housing apartments. Years of deep cuts to the public housing operating fund have made it progressively more difficult to sustain staffing levels necessary to maintain aging infrastructure.

Addressing this problem, the Schenectady Municipal Housing Authority has procured the services of a Developer Partner to assist with creating a preservation strategy for the long-term sustainability of the public housing property known as Yates Village.

The Schenectady Municipal Housing Authority has received an award from New York State Homes & Community Renewal for the revitalization of Yates Village (project number: NY028000130), buildings A and E, for the demolition/disposition of residential and non-residential public housing property.

SMHA received approval from HUD's Special Applications Center on 2/01/19, to demolish fifty (50) public housing units, and to rehabilitate twenty-five (25) public housing units of existing buildings A & E at Yates Village. Sixty-four units of new construction along with the twenty-five (25) rehabilitated units will total eighty-nine (89) first phase new and rehabilitated affordable

residential units, and the construction of a stand-alone community facility. The eighty-nine (89) affordable residential units will be a mix of 34 one-bedroom, 37 two bedroom, and 18 three-bedroom units. The residential units not included in the first phase of revitalization will be staged as a combined scope of newly constructed and rehabilitated units.

Yates Village Phase 1 will be owned by Yates Village I LLC (the “Owner”), a for profit limited liability corporation. This entity will be the recipient of any funds awarded pursuant to this application. The Managing Member of the Owner will be Yates Village I GP LLC. As the Managing Member of the Owner entity, Yates Village I GP LLC will direct the activities of the planning, architecture, engineering, legal, construction services, and management teams. Yates Village I GP LLC will be comprised of a joint venture entity comprised of Pennrose, LLC and Duvernay and Brooks, and a non-profit affiliate of the SMHA.

Relocation of all residents in A and B buildings was completed in June 2019, and the financial closing of Yates Village Phase I occurred on 9/12/19. Demolition of A and E buildings is now complete and construction of the community facility and residential buildings is scheduled for completion in phases between October 2020 and January 2021.

Phase II of the Yates Village Revitalization Project ~~is in the planning stage. SMHA has applied for and anticipates receiving~~ received approval from HUD’s Special Applications Center to ~~selectively demolish portions all of the six existing buildings, resulting in the substantial rehabilitation of one hundred fifty nine (159) existing units within thirteen (13) buildings, and the new construction of fifty two (52) apartment units within ten (10) buildings, for a total of two hundred eleven (211) affordable housing units (all new units will be affordable to families earning less than 80% area median income) that will replace the existing 225-unit public housing development.~~

In order to implement the redevelopment of Yates Village II as quickly and efficiently as possible while ensuring sufficient time to relocate the existing 225 resident families, ~~SMHA proposes combining~~ a single financial closing with a three-phase relocation strategy is underway. The development ~~would have~~ has been divided into three separate phases ~~so that there can be~~ and a single closing has occurred, but with the Declaration of Trust released, and relocation undertaken, for each section separately. There ~~would be~~ are three sub-phases of relocation with 75 households each.

B.1(b) – form HUD-50075-ST
Financial Resources
FY 2022

Financial Resources from Public Housing

Tenant Rental Income	\$3,242,000
NonDwelling Rental Income	23,400
Investment Income	1,200
Other Tenant Income	266,000
Other Income	161,000
Capital Fund Grants	2,700,000
Operating Grants	3,500,000
Family Self-Sufficiency Grant	61,150
Total Public Housing Income	<u>9,954,750</u>

Financial Resources from Tenant Based Assistance

Housing Choice Voucher Assistance	10,511,000
Shelter Plus Care Grant	446,400
Moderate Rehabilitation Assistance	170,000
Single Room Occupancy	54,600
Investment Income	200
Other Income	44,400
Family Self-Sufficiency Grant	61,150
Total Tenant Based Income	<u>11,287,750</u>

Combined Public Housing and Tenant Based Resources	<u><u>\$21,242,500</u></u>
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B.1(b) – form HUD-50075-ST

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, and management of the PHA and programs of the PHA.

PUBLIC HOUSING ADMISSIONS AND CONTINUED OCCUPANCY POLICY

The proposed amendments to the Public Housing Admissions and Continued Occupancy Policy are shown here with new language underlined and deleted language with a ~~strike through~~.

AMENDMENT TO WADING POOL POLICY

24.0 WADING POOL, TRAMPOLINE, OUTDOOR STRUCTURES, BOUNCE HOUSE POLICY

~~The This~~ following policies ~~policy~~ is are for the protection and benefit of all Schenectady Municipal Housing Authority residents, and by recommendation of SMHA's liability insurance provider.

A. WADING POOLS

- a. Permanent swimming pools are not allowed.
- b. Wading pools shall not extend beyond six (6) feet in diameter.
- c. Wading pool walls shall not extend beyond a height of fifteen (15) inches.
- d. Wading pools must not be used prior to June 1 or after September 15 of each year and must be stored at the end of each season. Wading pools may not be stored outside during the off-season.
- e. Wading pools must be emptied after each use.
- f. Wading pools must be emptied of water, removed, and securely stored at the end of each day, before dark. Wading pools shall only be used during daylight hours.
- g. Wading pools in use or with any water in them must be under the constant supervision and observation of the adult pool owner or his/her adult designee. The supervising adult must, at all times, be in a clear line of sight and sound of the wading pool and no more than six (6) feet away.
- h. Resident/owner is responsible for any damage and/or injury caused by the pool. The cost of any damage to Schenectady Municipal Housing Authority property, such as damage to grass, may be charged to the resident/owner of the wading pool.

- i. The Schenectady Municipal Housing Authority reserves the right to remove from its property, without immediate notice to the resident/owner, any wading pool that is not in compliance with this policy.
- j. Tenant will be charged for the removal of a wading pool that is not in compliance with this policy. The charge will be based on the labor cost to remove and dispose of the pool.

B. TRAMPOLINES

- a. Trampolines of any kind shall not be installed, set up, or in any way utilized on any Schenectady Municipal Housing Authority property.
- b. The Schenectady Municipal Housing Authority reserves the right to remove from its property, without immediate notice to the resident, any trampoline that is not in compliance with this policy. Tenant will be charged for the removal of a trampoline not in compliance with this policy. The charge will be based on the labor cost to remove and dispose of the trampoline.

C. TEMPORARY OUTDOOR STRUCTURES

Temporary Outdoor Structures are identified as any tenant owned items that are not a permanent part of the property and are not owned by the Schenectady Municipal Housing Authority. Examples of these structure include but are not limited to screen rooms, tents, playpens, toys, and storage containers.

- a. Temporary outdoor structures must be approved by Schenectady Municipal Housing Authority prior to placing them on property.
- b. Resident placing the structure on the property is responsible for any damage and/or injury caused by the structure. The cost of any damage to Schenectady Municipal Housing Authority property, such as damage to grass, may be charged to the resident.
- c. The Schenectady Municipal Housing Authority reserves the right to remove from its property, without immediate notice to the resident, any structure that is not in compliance with this policy. Tenant will be charged for the removal of a structure not in compliance with this policy. The charge will be based on the labor cost to remove and dispose of the structure.

D. BOUNCE HOUSES

- a. Inflatable bounce houses/recreation devices of any kind shall not be installed, set up, or in any way utilized on any Schenectady Municipal Housing Authority property.
- b. The Schenectady Municipal Housing Authority reserves the right to remove from its property, without immediate notice to the resident, any bounce houses/recreation devices that are not in compliance with this policy. Tenant will be charged for the removal of a bounce

house/recreation device not in compliance with this policy. The charge will be based on the labor cost to remove and dispose of the bounce house/recreation device.

AMENDMENT TO SPECIAL CHARGES TO TENANTS FOR REPAIR OF DAMAGES

28.0 SPECIAL CHARGES TO TENANTS FOR REPAIR OF DAMAGES

Apartment Key Replacement:	\$10 or actual cost if greater
Key Fob Replacement:	\$10 or actual cost if greater
Lock Change at Tenant's Request:	\$50 or actual cost for labor & materials if greater
Apartment Lock Out:	\$38 or actual cost for labor & materials if greater
<u>Replacement Mailbox key:</u>	<u>\$2 or actual cost if greater</u>
<u>Replacement Lobby door Key:</u>	<u>\$2 or actual cost if greater</u>
<u>Replacement Compactor Door key:</u>	<u>\$2 or actual cost if greater</u>

PUBLIC HOUSING LEASE AGREEMENT

The proposed amendments to the Public Housing Lease Agreement are shown here with new language underlined and deleted language with a ~~striketrough~~.

LEASE ATTACHMENT 4

Charges: The Tenant shall be charged for the cost for services or repairs due to intentional or negligent damage to the dwelling unit, common areas or grounds beyond normal wear and tear, caused by Tenant, household members or by guests. Negligent damage includes noncompliance with preparation instructions for eradication of pests. When SMHA determines that needed maintenance is not caused by normal wear and tear, Tenant shall be charged for the cost of such service, either in accordance with the Schedule of Maintenance Charges posted by SMHA or (for work not listed on the Schedule of Maintenance Charges) based on the actual cost to SMHA for the labor and materials needed to complete the work. If overtime work is required, overtime rates shall be charged.

Apartment Key Replacement:	\$10 or actual cost if greater
Key Fob Replacement:	\$10 or actual cost if greater
Lock Change at Tenant's Request:	\$50 or actual cost for labor & materials if greater
Apartment Lock Out:	\$38 or actual cost for labor & materials if greater
Plugged Toilet/Resident Neglect:	\$35 or actual cost for labor & materials if greater
<u>Replacement Mailbox key:</u>	<u>\$2 or actual cost if greater</u>
<u>Replacement Lobby door Key:</u>	<u>\$2 or actual cost if greater</u>
<u>Replacement Compactor Door key:</u>	<u>\$2 or actual cost if greater</u>

SECTION 8 ADMINISTRATIVE PLAN

The proposed amendments to the Section8 Administrative Plan are shown here with new language underlined and deleted language with a ~~striketrough~~.

AMENDMENT TO TERM OF THE VOUCHER

6) e) i) TERM OF THE VOUCHER

The initial term of the voucher will be ~~120~~ 60 days and will be stated on the Housing Choice Voucher.

AMENDMENT TO TERM OF THE VOUCHER

7) a) i) FAMILY MOVE RESTRICTIONS

It is the policy of the SMHA to prohibit any move by the family during the initial lease term. It is also the policy of the SMHA to prohibit more than one move by the family during any one-year period. After the initial 12-month lease, if proper notification procedures are followed, the family has not violated a Family Obligation, has not moved within the last 12 months, has not been issued a voucher in the last 12-months, and if the Schenectady Municipal Housing Authority has sufficient funding for continued assistance, the family will be issued a voucher to begin the family move process.

B.1(b) – form HUD-50075-ST

Rent Determination

A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies.

PUBLIC HOUSING ADMISSIONS AND CONTINUED OCCUPANCY POLICY AMENDMENTS

The proposed amendments to the Public Housing Admissions and Continued Occupancy Policy are shown here with new language underlined and deleted language with a ~~striketrough~~.

AMENDMENT TO DEDUCTIONS FROM ANNUAL INCOME

11.3

E. Childcare expenses.

1. Anticipated expenses for the care of children under age 13 (including foster children) may be deducted from annual income if all the following are true:
 - a. The care is necessary to enable a family member to work, seek employment, or further his/her education (academic or vocational).
 - b. The family has determined there is no adult family member capable of providing care during the hours care is needed.
 - c. The expenses are not paid to a family member living in the unit.
 - d. The amount deducted reflects reasonable charges for childcare.
 - e. The expense is not reimbursed by an agency or individual outside the family.
 - f. Childcare expenses incurred to permit a family member to work must not exceed the amount earned by the family member made available to work during the hours for which childcare is paid.
2. When childcare enables a family member to work or go to school, the rule limiting the deduction to the amount earned by the family member made available to work applies only to childcare expenses incurred while the individual is at work. The expense for childcare while that family member is at school or looking for work is not limited.

AMENDMENT TO PAYING RENT

13.7 Paying Rent

Rent and other charges are due and payable on the first day of the month. Rent payments are accepted online by visiting <https://smha1.myhousing.com/Account/Login>, or by bringing payment to ~~All rents should be paid at~~ 375 Broadway, Schenectady, New York 12305. If the rent

is not paid by the fifth (5th) of the month, a late notice will be issued. Should rent be paid with a personal check and the check is returned for insufficient funds, a personal check will no longer be accepted from that tenant, this will also be considered non-payment of rent and eviction proceedings may commence.

The complete Admission and Continued Occupancy Policy is available to the public upon request.

B.1(b) – form HUD-50075-ST

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.

AMENDMENTS

The amendments to Safety and Crime Prevention are shown here with new language underlined and deleted language with a ~~strikethrough~~.

(i) A description of the need for measures to ensure the safety of public housing residents.

Just as drug and violent crime is present in every neighborhood in the City of Schenectady, we too experience violent crime and drug crime in Public Housing developments. When HUD abolished the Public Housing Drug Elimination Program funding in 2001, SMHA lost about \$250,000 a year that was budgeted toward crime and drug prevention programs and security initiatives. We continue to fund a part-time Tenant Investigator, a Security Coordinator, and contracted Schenectady Police Officer patrols as needed.

(ii) A description of any crime prevention activities conducted or to be conducted by the PHA

SECURITY COORDINATOR

A contracted Security Coordinator oversees all aspects of SMHA's security programs. Security Coordinator Contract Objectives:

- Provide coordination between SMHA personnel/resident leaders, and law enforcement agencies including the Schenectady Police Department (SPD), Schenectady County Sheriff's Department, New York State Police, and, when appropriate, Schenectady

County District Attorney's Office and Federal Law Enforcement Agencies, to properly address criminal conduct on Public Housing property;

- Improve communication between SMHA residents and the SPD regarding criminal conduct;
- Assess and improve upon physical facilities safety to ensure the utmost security and safety for SMHA staff and residents;
- Augment law enforcement patrols with a strategic deployment plan for property-focused patrols.
- Other duties include working with domestic violence victims and advocates, creating and tracking Public Housing crime "pin-maps," follow up with warrants for vandalism/damages to SMHA property, coordinates youth offender community service program.

TENANT INVESTIGATOR

SMHA employs a Tenant Investigator to work directly with Project Managers, Occupancy Specialists and other SMHA staff. Summary of responsibilities:

- Follow up on all credible complaints by tenants alleging possible lease violations by other tenants.
- After investigating possible lease violation hold Administrative Conference with offending tenant, leading to exoneration, vacating apartment in lieu of eviction, or action to seek eviction.
- Keep complete case records of each complaint or situation, including the disposition of the case.
- Prepare files and records for SMHA Counsel's use in prosecuting a charge(s) leading to eviction.

UNIFORMED CONTRACTED POLICE PATROLS

Uniformed off-duty police officer patrol public housing property on an as-needed basis. They perform such activity as:

- Check for parking violations
- Waiting list crowd control
- 911 hang-up response
- Disburse loitering of large and small groups
- Advise tenants against lease violation activity
- Check unsecured areas
- Vehicle moving violations

- Walking the beat and communicating with residents

CCTV and Fencing

A major component of SMHA's crime prevention strategy is the installation of closed-circuit television cameras on public housing property. The Housing Authority has installed several internal and external cameras at three of its properties, and we continue working with Schenectady County to expand their existing Public Safety Camera Project to our public housing developments.

In August 2018, HUD awarded SMHA \$250,000 in competitive grant funds to install security cameras and security fencing at Steinmetz Homes. Funds are provided through HUD's Capital Fund Emergency Safety and Security Program. The fence and camera installation at Steinmetz Homes was completed in November 2019. ~~SMHA will apply for additional grant funding to expand camera installation on SMHA properties.~~ In April 2021, HUD awarded SMHA \$195,000 in competitive grant funds to install security cameras at MacGathan Townhouses.

(iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities

The Schenectady Police Chief, Assistant Chiefs and patrol officers communicate constantly with the Executive Director, SMHA security staff and Project Managers during the criminal investigations' strategy development, and have developed a close working relationship. SMHA personnel attend Office of Field Intelligence meetings on a monthly basis (an invitation only, confidential meeting with all levels of law enforcement) where information is exchanged on drug activity and crime in Public Housing and the City of Schenectady.

The Schenectady County Sheriff department assists SMHA with its public housing applicant screening process through fingerprinting and FBI criminal background check services. If a criminal record is detected by the Sheriff, SMHA pays a fee to initiate a thorough background of national FBI criminal records. Most recently, the Sheriff's vice squad personnel have effectively assisted SMHA with identifying and arresting drug users and sellers at our family properties.

To ensure compliance with the HUD requirement to restrict sex offenders from public housing who have a lifetime registration requirement, SMHA's Security Coordinator gathers data on registered offenders through the local police department, and every applicant is checked at the New York State Department of Criminal Justice on-line sex offender database, and the sex offender database of any State where an applicant previously resided.

B.1(b) – form HUD-50075-ST

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.

AMENDMENTS

The amendments to Asset Management are shown here with new language underlined and deleted language with a ~~striketrough~~.

ASSET MANAGEMENT STATEMENT

The Authority has converted all systems to asset management. Our Project Managers are enthusiastic about their role in the management plan, and continue to make marked improvements to the financial, physical and occupancy related performance of their respective asset management projects. Having the Project Manager, Maintenance Personnel and Occupancy Personnel operating directly from the property has enhanced our customer service and increased our efficiency.

Our three Asset Management Projects are Yates Village, the Eastside and Downtown.

YATES VILLAGE ASSET MANAGEMENT PROJECT

Current Status

Yates Village is our largest family development. This 300-unit property sits in the northernmost part of the City, isolated from many of the downtown services and public transportation bus routes. The property consists of 225 public housing units. Seventy-five units were recently disposed of and eighty-nine units of affordable housing were constructed consisting of Project Based Voucher and LIHTC units, under the new name of Northside Village.

~~The Schenectady Municipal Housing Authority has received an award from New York State Homes & Community Renewal for the revitalization of Yates Village (project number:~~

NY028000130), buildings A and E, for the demolition/disposition of residential and non-residential public housing property.

Future of the AMP

SMHA received approval from HUD's Special Applications Center on 2/01/19, to demolish fifty (50) public housing units, and to rehabilitate twenty-five (25) public housing units of existing buildings A & E at Yates Village. Sixty-four units of new construction along with the twenty-five (25) rehabilitated units will total eighty-nine (89) first phase new and rehabilitated affordable residential units, and the construction of a stand-alone community facility. The eighty-nine (89) affordable residential units will be a mix of 34 one-bedroom, 37 two-bedroom, and 18 three-bedroom units. The residential units not included in the first phase of revitalization will be staged as a combined scope of newly constructed and rehabilitated units.

Yates Village Phase 1 will be owned by Yates Village I LLC (the "Owner"), a for-profit limited liability corporation. This entity will be the recipient of any funds awarded pursuant to this application. The Managing Member of the Owner will be Yates Village I GP LLC. As the Managing Member of the Owner entity, Yates Village I GP LLC will direct the activities of the planning, architecture, engineering, legal, construction services, and management teams. Yates Village I GP LLC will be comprised of a joint venture entity comprised of Pennrose, LLC and Duvernay and Brooks, and a non-profit affiliate of the SMHA.

Relocation of all residents in A and B buildings was completed in June 2019, and the financial closing of Yates Village Phase I occurred on 9/12/19. Demolition of A and E buildings is now complete and construction of the community facility and residential buildings is scheduled for completion in phases between October 2020 and January 2021. August and December 2020, respectively.

Phase II of the Yates Village Revitalization Project is in the planning stage. SMHA has applied for and anticipates receiving received approval from HUD's Special Applications Center to selectively demolish portions all of the six existing buildings, resulting in the substantial rehabilitation of one hundred fifty-nine (159) existing units within thirteen (13) buildings, and the new construction of fifty-two (52) apartment units within ten (10) buildings, for a total of two hundred eleven (211) affordable housing units (all new units will be affordable to families earning less than 80% area median income) that will replace the existing 225-unit public housing development.

In order to implement the redevelopment of Yates Village II as quickly and efficiently as possible while ensuring sufficient time to relocate the existing 225 resident families, SMHA ~~proposes combining~~ a single financial closing with a three-phase relocation strategy is underway. The development ~~would have~~ has been divided into three separate phases ~~so that there can be~~ and a single closing has occurred, but with the Declaration of Trust released, and

relocation undertaken, for each section separately. There ~~would be~~ are three sub-phases of relocation with 75 households each.

It is anticipated that by the effective date of this Annual Plan (04/01/2022), all of Yates Village will be converted from Public Housing to affordable housing supported by tax credits and Project Based Vouchers.

Strategy

Complete the revitalization project that will result in 300 new affordable housing units.

EASTSIDE ASSET MANAGEMENT PROJECT

Current Status

The Eastside Asset Management Project consists of three family housing developments: Steinmetz Homes, MacGathan Townhouses, and Maryvale Apartments. This is a sound grouping as Steinmetz Homes and MacGathan Townhouses are neighboring properties, and Maryvale Apartments is only an eight-unit property.

Steinmetz Homes was built in 1943, and neighboring MacGathan Townhouse was built in 1973. Steinmetz consists of 48 separate buildings which contain 244 units, and MacGathan is 50 units among 13 residential buildings. The properties are centrally located for public transportation and easy access to downtown merchants and services.

The Steinmetz Family Investment Center facility opened in 1996, and currently houses self-sufficiency and other services for residents to utilize, including a Boys and Girls Clubs Program facility, and a fully equipped computer education center for adults and children.

The brick structures at Steinmetz are in good physical condition. MacGathan is in good physical condition, with many recent improvements occurring to building exteriors and grounds. Maryvale's eight-unit townhouses are in excellent condition inside and out.

Future of the AMP

The SMHA Board of Commissioners and Executive Director have created a Special Committee on Preserving Public Housing to review the long term physical and financial viability of each Public Housing site. Because the Public Housing Capital Fund has remained underfunded for years, there is a capital backlog of significant repair needs.

Strategy

It is anticipated that a Rental Assistance Demonstration (RAD) application will be prepared for SMHA Eastside properties, which includes the family developments of Steinmetz Homes, MacGathan Townhouses and Maryvale Apartments. In January 2018, HUD awarded \$1 million to SMHA in competitive grant funding to identify and eliminate lead-based paint hazards at Steinmetz Homes. The funds will supplement our existing lead-based paint

removal program. Although this is a positive step toward our goal of creating a lead-based paint free environment at Steinmetz Homes, HUD will not allow a grantee to pursue RAD until the award is fully expended.

DOWNTOWN ASSET MANAGEMENT PROJECT

Current Status

The Downtown Asset Management Project consists of three elderly and disabled housing developments: Ten Eyck Apartments, Schonowee Village, and Lincoln Heights. They are neighboring developments within walking distance of each other.

Schonowee Village is one of the oldest developments in the nation, completed in 1938, with 210 units. The infrastructure is in good working order, and the brick exterior requires some physical improvements. Ten Eyck is a 7-floor high rise completed in 1963, and is in good physical condition, with 101 units. Lincoln Heights, 105 units opened in 1943, is also in good condition.

Future of the AMP

The SMHA Board of Commissioners and Executive Director have created a Special Committee on Preserving Public Housing to review the long term physical and financial viability of each Public Housing site. Because the Public Housing Capital Fund has remained underfunded for years, there is a capital backlog of significant repair needs.

Strategy

Many of the AMPs energy needs were addressed via energy performance contract, American Recovery and Reinvestment Act funds, and weatherization program funds. To keep pace with the low-income housing market for the elderly, we will continue to modernize as needed until a more comprehensive strategy is developed.

B.1(c) – form HUD-50075-ST

Deconcentration Policy

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

10.3 SELECTION FROM THE WAITING LIST

Families will be sequenced and selected from the waiting list according to the number of preferences points they have. Applicants with more preference points will be selected before applicants with less preference points. The date and time of application will be utilized to determine the sequence within the above-prescribed preferences.

Notwithstanding the above, if necessary to meet the statutory requirement that 40% of newly admitted families in any fiscal year be families who are extremely low-income, the Schenectady Municipal Housing Authority retains the right to skip higher income families on the waiting list to reach extremely low-income families. This measure will only be taken if it appears the goal will not otherwise be met. To ensure this goal is met, the Housing Authority will monitor income of newly admitted families and the income of the families on the waiting list.

If there are not enough extremely low-income families on the waiting list, we will conduct outreach on a not-discriminatory basis to attract extremely low-income families to reach the statutory requirement.

10.4 DECONCENTRATION POLICY

It is Schenectady Municipal Housing Authority's policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, we will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The Schenectady Municipal Housing Authority will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments.

Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each of our developments, the income levels of census tracts in which our developments are located, and the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement.

10.5 DECONCENTRATION INCENTIVES

The Schenectady Municipal Housing Authority may offer one or more incentives to encourage applicant families whose income classification would help to meet the deconcentration goals of a particular development.

Various incentives may be used at different times, or under different conditions, but will always be provided in a consistent and nondiscriminatory manner.

10.6 OFFER OF A UNIT

When the Schenectady Municipal Housing Authority discovers that a unit will become available, we will contact the first family on the waiting list who has the highest priority for this type of unit or development and whose income category would help to meet the deconcentration goal and/or the income targeting goal.

The family will be notified of a unit offer via first class mail.

The family will be offered the opportunity to view the unit.

10.7 REJECTION OF UNIT

If in making the offer to the family the Schenectady Municipal Housing Authority skipped over other families on the waiting list in order to meet their deconcentration goal or offered the family any other deconcentration incentive and the family rejects the unit, the family will not lose their place on the waiting list and will not be otherwise penalized.

If the Schenectady Municipal Housing Authority did not skip over other families on the waiting list to reach this family, did not offer any other deconcentration incentive, and the family rejects the unit without good cause, the family will be removed from the waiting list. Those removed from the list may reapply at any time, however, will forfeit their original application date and time.

If the family rejects with good cause any unit offered, they will not lose their place on the waiting list. Good cause includes reasons related to health, proximity to work, school, and childcare (for those working or going to school). The family will be offered the right to an administrative conference to review their application status.

10.8 ACCEPTANCE OF UNIT

The family will be required to sign a lease.

Prior to signing the lease all families (head of household) and other adult family members will be required to attend the Lease and Occupancy Orientation when they are

initially accepted for occupancy. The family will not be housed if they have not attended the orientation. Applicants who provide prior notice of an inability to attend the orientation will be rescheduled. Failure of an applicant to attend the orientation, without good cause, may result in the cancellation of the occupancy process. The applicant will be provided a copy of the lease, the grievance procedure, utility allowances, utility charges, the current schedule of routine maintenance charges. These documents will be explained in detail. The applicant will sign a certification that they have received these documents and that they have reviewed them with Housing Authority personnel. The certification will be filed in the tenant's file.

The signing of the lease and the review of financial information are to be privately handled. The head of household and all adult family members will be required to execute the lease prior to admission. One executed copy of the lease will be furnished to the head of household and the Schenectady Municipal Housing Authority will retain the original executed lease in the tenant's file.

The family will pay a security deposit. The security deposit will be equal to one month's total tenant payment.

In the case of a move within public housing, the security deposit for the first unit will be transferred to the second unit. Additionally, if the security deposit for the second unit is greater than that for the first, the difference will be collected from the family.

In the event there are costs attributable to the family for bringing the first unit into condition for re-renting, the family shall be billed for these charges.

Section B.2(b) form HUD-50075-ST

New Activities

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

Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?

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

Description of Activities – #2, #3, #10

Mixed Finance, Demolition/Disposition, Covert Public Housing to RAD, Project Based Vouchers

Yates Village Development Project

The Schenectady Municipal Housing Authority (SMHA) ~~will request~~ has received HUD approval to remove all Yates Village public housing property (residential and non-residential) from public housing requirements, including use restrictions imposed under the Annual Contributions Contract and the Declaration of Trust/Declaration of Restrictive Covenants. ~~SMHA will request this approval from HUD under the demolition/disposition laws at Section 18 of the 1937 Act and 24 CFR part 970.~~

Demolition and Disposition Plan

It is anticipated that by the effective date of this Annual Plan (04/01/2022), all of Yates Village will be converted from Public Housing to affordable housing supported by tax credits and Project Based Vouchers.

~~The Schenectady Municipal Housing Authority (SMHA) received an award from New York State Homes & Community Renewal for the revitalization of Yates Village (project number: NY028000130), buildings A and E, which includes the demolition/disposition of residential and non-residential public housing property.~~

~~Yates Village Phase II is located at 2450 Van Vranken Ave, Schenectady, NY 12308, and consists of 225-300 units of public housing. Phase 1 of the revitalization project consists of all residential units in buildings A and E, which contain seventy-five (75) residential units (38 unit addresses in building A: A-1 to A-32; A-34 to A-39) (37 unit addresses in building E: E-1 through E-37) and one community facility. The unit sizes for building A are: 1 bedroom: 3; 2 bedroom: 26; 3 bedroom: 8; 5 bedroom: 1. The unit sizes for building E are: 1 bedroom: 3; 2 bedroom: 22; 3 bedroom: 8. There are 4 Special Use units in building E that house the Boys & Girls Clubs, Head Start and a food pantry. The accessibility features for buildings A and E are: Hearing and Audio/Visual: 1; Hearing: 1; Wheelchair Accessible: 1.~~

~~SMHA received the approval of HUD's Special Applications Center to demolish fifty (50) public housing units, and to rehabilitate twenty five (25) public housing units of existing buildings A & E at Yates Village. Sixty four units of new construction along with the twenty five (25) rehabilitated units will total eighty nine (89) first phase new and rehabilitated affordable residential units, and the construction of a stand-alone community facility. The eighty-nine (89) affordable residential units will be a mix of 34 one-bedroom, 37 two-bedroom, and 18 three-bedroom units.~~

~~Relocation of all residents in A and B buildings was completed in June 2019, and the financial closing of Yates Village Phase I occurred on 9/12/19. Demolition of A and E buildings is now~~

~~complete and construction of the community facility and residential buildings is scheduled for completion in August and December 2020, respectively.~~

~~Phase II of the Yates Village Revitalization Project is in the planning stage, and a demolition/disposition application will be submitted to HUD's Special Applications Center for the disposition of the remaining 225 residential units at Yates Village. It is anticipated that Project Based Vouchers will be used in Phase II. SMHA has applied for and anticipates receiving approval from HUD's Special Applications Center to selectively demolish portions of the six existing buildings, resulting in the substantial rehabilitation of one hundred fifty-nine (159) existing units within thirteen (13) buildings, and the new construction of fifty-two (52) apartment units within ten (10) buildings, for a total of two hundred eleven (211) affordable housing units (all new units will be affordable to families earning less than 80% area median income) that will replace the existing 225-unit public housing development.~~

~~In order to implement the redevelopment of Yates Village II as quickly and efficiently as possible while ensuring sufficient time to relocate the existing 225 resident families, SMHA proposes combining a single financial closing with a three-phase relocation strategy. The development would be divided into three separate phases so that there can be a single closing, but with the Declaration of Trust released, and relocation undertaken, for each section separately. There would be three sub-phases of relocation with 75 households each.~~

Description of Activities – #6 & #11 **Units with Approved Vacancies for Modernization**

Steinmetz Homes

In 2009, EnviroTest conducted Lead Based Paint (LBP) evaluations in all the apartments, common areas, exterior surfaces, and commercially leased space at Steinmetz Homes, pursuant to Chapter 7, LBP Inspection in the "HUD Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing" Manual. The results indicated that there are surfaces in the apartments and on the exterior containing LBP by the HUD/EPA definition. With this discovery, a plan was created to abate all the surfaces containing LBP during modernization activities and a long term plan to systematically abate vacant apartments with the end result producing LBP free apartments for the residents of Steinmetz Homes. This project ~~will be~~ has been enhanced with in 2019 to include \$1 million in grant funds SMHA received from HUD in August 2018, to carry out lead-based paint risk assessments, inspections, abatement, interim controls, and clearance examinations at Steinmetz Homes. SMHA will submit a request for a HUD approved vacancy for modernization for each vacant apartment that is ready for LBP abatement.

SMHA is in the planning phase of converting Steinmetz Homes, MacGathan Townhouses and Maryvale Apartments to Project Based Voucher assistance under RAD.

Description of Activities – #12 **Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grant or Emergency Safety and Security Grants)**

In April 2021, HUD awarded SMHA \$195,000 in competitive grant funds to install security cameras at MacGathan Townhouses.

~~In 2020, SMHA will apply for funds under the Capital Fund Emergency Safety and Security Grant Program to install security cameras at MacGathan Townhouses.~~

Civil Rights Certification
(Qualifed PHAs)

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

Civil Rights Certification

Annual Certification and Board Resolution

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

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

PHA Name

PHA Number/HA Code

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

Name of Authorized Official

Title

Signature

Date

B.5 – form HUD-50075-ST

Progress in Meeting Mission and Goals

PHAs must include a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan.

Goals and Objectives 4/1/2020 – 3/31/2025

GOAL 1 – PROVIDE SUCCESSFUL AFFORDABLE HOUSING PROGRAMS

Objectives:

- Maintain High or Standard Performer status under HUD’s Public Housing Assessment System.
- Maintain High or Standard Performer status under HUD’s Section 8 Management Assessment Program.
- Maintain a Public Housing occupancy rate of 97% or greater.
- Maintain a Section 8 Housing Choice Voucher Program utilization rate of 95% or greater.

Statement on Achieving Goals

- Standard performer status has been maintained for the Public Housing program during the last 5-year period.
- High performer status has been maintained for the Section 8 Housing Choice Voucher program during the last 5-year period.
- The occupancy rate for the fiscal year ending 3/31/2021, is 98.72% for all developments combined. We will strive to raise this in the next fiscal year.
- We have maintained participant numbers and were awarded FSS funding each year during the prior 5-year period. The minimum number of participants in our combined Section 8 and Public Housing Family Self Sufficiency program is seventy-five, and we had 104 participating families at our fiscal year end, 3/31/2021.

GOAL 2 – IMPLEMENT TECHNOLOGY TO PROVIDE MORE EFFICIENT PUBLIC SERVICE

Objectives:

- Implement on-line rent payment for Public Housing residents.
- Implement on-line annual and interim reexamination process for Public Housing residents and Section 8 participants.

- Implement mobile work order system for Public Housing with time and materials entry.
- Increase number of security cameras throughout affordable housing properties.
- Identify and implement other technology to enhance our operations and services.

Statement on Achieving Goals

- On-line rent payment has been implemented.
- On-line annual and interim reexaminations not operational, vendor delay.
- Mobile work-order system is in the planning stage.
- Security cameras were increased at the Ten Eyck, and cameras are being installed throughout MacGathan Townhouses.

GOAL 3 – DEVELOP A CUSTOMER SERVICE STRATEGY

Objectives:

- Formalize customer service expectations within SMHA.
- Provide employees with the customer service training they need to meet expectations.

Statement on Achieving Goals

- These goals are currently stalled due to Covid-19 limitations.

GOAL 4 – EXPAND THE SUPPLY OF ASSISTED HOUSING AND INCREASE HOUSING CHOICES

Objectives:

- Utilize Project Based Vouchers to create affordable housing partnerships with property owners and developers, and for SMHA development projects.
- Apply for additional vouchers including Veterans Affairs Supportive Housing rental vouchers.
- Promote more participation in the Section 8 Homeownership Program through partnerships and advertising.

Statement on Achieving Goals

- SMHA has leased fifty-seven project-based vouchers for the Yates Village Phase I revitalization project.
- SMHA anticipates using 225 project-based vouchers for the Yates Village Phase II revitalization project.
- The Director of Assisted Housing continues to work with Habitat for Humanity to identify participants of our Family Self-Sufficiency program that may utilize the Section 8 Homeownership Program to achieve homeownership.

GOAL 5 – IMPROVE THE QUALITY OF ASSISTED HOUSING

Objectives:

- Pursue public housing rehabilitation through the Rental Assistance Demonstration program, Section 18 Demolition/Disposition program, and other available means.
- Complete the Steinmetz Homes Lead-Based Paint abatement project.

- Continue collaboration with the City of Schenectady to ensure that activities with regard to local drug elimination, neighborhood improvement programs, and resident programs and services funded under SMHA's program and those funded under a program covered by the consolidated plan, are fully coordinated to achieve comprehensive community development goals.

Statement on Achieving Goals

- Progress on a RAD transition project for Steinmetz Homes has been stalled due to receiving funds for lead-based paint removal that cannot be utilized on a RAD funded project.
- The Special Applications Center approved disposition of Yates Village Phase II, and the project closed on 10/21/2021.
- The Steinmetz Homes Lead-Based Paint project received a boost when in early 2018 HUD offered a competition of \$1 million grants to remove lead-based paint from public housing apartments, and SMHA received the \$1 million award that will move us further ahead with the project.
- SMHA is directly involved with the City of Schenectady's Planning and Development Departments, the Mayor, the Land Bank and other City/County departments. The Executive Director attends Housing Partners meetings held by the City's Development Director.

GOAL 6 – ENHANCE HOMELESS AND PRISON REENTRY PROGRAMS

Objectives:

- SMHA's Executive Director will continue to serve on the Schenectady County Homeless Services Planning Board, the coordinating body for homeless services and homeless prevention activities for Schenectady County.
- Review and consider amending Public Housing and Section 8 admissions preferences.
- Enhance the existing Family Reunification Program for people formerly incarcerated with the NYS Department of Corrections, and examine program expansion to include the Schenectady County jail.

Statement on Achieving Goals

- SMHA continues to serve on the above-mentioned Board and Committee. SMHA is considering a Homeless Services Planning Board concept called "Move on Strategy," designed to transition families in supportive housing who no longer need intensive services to affordable housing, such as Section 8 and Public Housing, which would require a waiting list preference.
- Admissions preference review will be discussed with the Board of Commissioners.
- Discussion is underway with the Schenectady County Sheriff to determine if the Family Reunification Program can work on a local level, with the County jail.

GOAL 7 – PROMOTE SELF-SUFFICIENCY AND ASSET DEVELOPMENT

Objectives:

- Evaluate and improve our efforts to help families increase their earnings and build financial capability and assets.
- Continue and promote on-site adult education programs, employment programs, youth programs, nutrition programs and other service programs.
- Collaborate with Affirmative Action personnel to reach and assist potential new-hires who need help navigating the employment bureaucracy.

Statement on Achieving Goals

- SMHA is reassessing its Family Self Sufficiency Program to determine how service delivery can be enhanced.
- The Schenectady City School District continues its partnership with SMHA during the 2011-22 school year to provide on-site adult education (GED) courses and other higher education programs at the Steinmetz Homes Family Investment Center.
- Collaboration with the Schenectady County Affirmative Action Office and the City of Schenectady Affirmative Action Board is ongoing through our Executive Director, our Procurement Administrator, and our Family Self-Sufficiency program personnel. The Schenectady County Affirmative Action Manager, Nikita Hardy, was introduced to the above mentioned SMHA personnel.

GOAL 8 – PROVIDE FOR AND INCREASE SUPPORTIVE SERVICES FOR ELDERLY AND DISABLED

Objectives:

- Develop partnerships, seek funding and utilize available space in the Downtown properties to support medical and dental providers, and a broader range of assisted living and supportive services to elderly and disabled residents.
- Continue to provide the Elderly/Disabled Service Coordinator Program.

Statement on Achieving Goals

- Eddy Senior Care continues to occupy office space at Ten Eyck Apartments to provide direct medical and long-term healthcare management services to our downtown residents.
- The My Assistance Program (MAP), created in October 2018, provides intensive case management, transportation, housekeeping, errand running, online grocery shopping and delivery, and coordination with community partners for tenants in need. All of which could be provided at a fee of \$65.00 per month to participating members.
- SMHA has partnered with the Regional Food Bank to provide a box of food once a month for our tenants.
- SMHA has partnered with the City Mission to provide free hot meals every Wednesday.

GOAL 9 – MEET ENERGY PERFORMANCE CONTRACT TARGETS AND REDUCE ENERGY USE

Objectives:

- Achieve the prescribed performance targets of our Energy Performance Contract.

- Evaluate and implement renewable energy systems such as photovoltaics.

Statement on Achieving Goals

- Energy Performance Contract – Year 11 Performance Assurance Report
Siemens Industry, Inc. has not yet issued a report on Year-11 performance of our 20-year Energy Performance Contract.
- Renewable Energy Systems
The implementation of renewable energy systems is under review for Yates Village Phase II.

C.1 – form HUD-50075-ST

Capital Improvements

Capital Improvements: Include a reference to the most recent HUD-approved 5-Year Action plan (HUD-50075.2) and the date that it was approved by HUD.

The most recent HUD-approved 5-Year Action plan (HUD-50075.2) was approved by HUD on 4/15/2021. This document is available for public review upon request.

5-Year Action Plan - 2022 to 2026

A PHA must annually conduct a public hearing and consult with the Resident Advisory Board of the PHA to discuss the Capital Fund submission. SMHA has elected to hold the Capital Fund annual public hearing at the same time as the public hearing for this Annual PHA Plan. Capital Fund information will be available for public review and comment at the Authority's principal office located at 375 Broadway, Schenectady, NY, 2nd floor administration office, from October 29, 2021, through December 14, 2021, during the normal business hours of 8:00 a.m. to 12:00 p.m. & 1:00 p.m. to 4:00 p.m., Monday - Friday, except holidays, and on the SMHA website at www.smha1.org. The plans are also available for public review at the management offices at Yates Village and Steinmetz Homes. Due to the COVID-19 pandemic, SMHA's offices may be closed to the public during the public review period. Please dial 518-386-7053 to make arrangements to visit one of our locations to review the Plan. A Public Hearing will take place on December 14, 2021, at 5:00 p.m. The public is invited to join this Public Hearing to make comment by dialing: 1-302-202-5900, and then enter this code: 717-302-989#.

The 5-Year Action Plan for 2022 to 2026 is a significant amendment to the Annual PHA Plan and is provided below.

Capital Fund Program - Five-Year Action Plan

Status: Draft

Approval Date:

Approved By:

Part I: Summary						
PHA Name : Schenectady Municipal Housing Authority		Locality (City/County & State)				
PHA Number: NY028		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revised 5-Year Plan (Revision No:)				
A.	Development Number and Name	Work Statement for Year 1 2022	Work Statement for Year 2 2023	Work Statement for Year 3 2024	Work Statement for Year 4 2025	Work Statement for Year 5 2026
	DOWNTOWN (NY028000110)	\$1,392,167.00	\$1,518,062.00	\$1,198,586.00	\$1,809,574.00	\$664,980.00
	EASTSIDE (NY028000120)	\$1,053,395.00	\$855,000.00	\$1,189,476.00	\$583,488.00	\$1,728,082.00
	YATES (NY028000130)	\$19,500.00	\$92,000.00	\$77,000.00	\$72,000.00	\$72,000.00
	AUTHORITY-WIDE	\$273,895.00	\$273,895.00	\$273,895.00	\$273,895.00	\$273,895.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1 2022				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	DOWNTOWN (NY028000110)			\$1,392,167.00
ID0107	Operations(Operations (1406))	Transfer to Downtown AMP		\$273,895.00
ID0110	Staff Training(Management Improvement (1408)-Staff Training)	Funds used to train staff under management improvement at Downtown AMP		\$2,500.00
ID0113	AE Fee's(Contract Administration (1480)-Other Fees and Costs)	Architect and Engineer fees for construction projects at Downtown AMP		\$70,000.00
ID0116	Front Line Costs(Contract Administration (1480)-Other Fees and Costs)	On-Going Project inspections at Downtown AMP		\$35,000.00
ID0287	Dwelling Equipment(Dwelling Unit-Interior (1480)-Appliances)	Replace stoves and refrigerators at Steinmetz Homes in Downtown AMP		\$15,000.00
ID0290	Exterior Repairs to Balcony(Dwelling Unit-Exterior (1480)-Balconies-Porches-Railings-etc,Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Decks and Patios,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Soffits,Dwelling Unit-Exterior (1480)-Tuck-Pointing)	Replace metal roof, Glass, painting, Masonry, soffits & structural steel repairs at Schonowee Village		\$650,772.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1 2022				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0291	Paving at Schonowee Village(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving,Non-Dwelling Site Work (1480)-Landscape,Non-Dwelling Site Work (1480)-Storm Drainage)	Remove and install new asphalt paving at various locations. Improve lot drainage for storm water. Landscape areas after asphalt is done. All work at Schonowee Village.		\$75,000.00
ID0292	Key FOB System Upgrade at Downtown AMP(Non-Dwelling Interior (1480)-Administrative Building,Non-Dwelling Interior (1480)-Community Building,Non-Dwelling Interior (1480)-Security)	Upgrade existing key FOB system with new system. System is at Ten Eyck.		\$30,000.00
ID0293	Garbage Chute Door Replacement(Non-Dwelling Construction - Mechanical (1480)-Other)	Replace 40 existing garbage chute doors at Schonowee Village with new ones.		\$90,000.00
ID0312	Elevator Vestibule Renovations(Non-Dwelling Interior (1480)-Common Area Finishes,Non-Dwelling Interior (1480)-Common Area Flooring,Non-Dwelling Interior (1480)-Common Area Painting,Non-Dwelling Interior (1480)-Doors,Non-Dwelling Interior (1480)-Mechanical,Non-Dwelling Interior (1480)-Other)	Renovate the vestibules to each of the 7 elevators at Schonowee Village by replacing metal studs, drywall, tiles, flooring, windows, doors and heaters. Painting will also be done.		\$150,000.00
	EASTSIDE (NY028000120)			\$1,053,395.00
ID0108	Operations(Operations (1406))	Transfer to Eastside AMP		\$273,895.00
ID0111	Staff Training(Management Improvement (1408)-Staff Training)	Funds used to train staff under management improvement at Eastside AMP		\$2,500.00

Form HUD-50075.2(4/2008)

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
2577-0274
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1 2022				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	YATES (NY028000130)			\$19,500.00
ID0112	Staff Training(Management Improvement (1408)-Staff Training)	Funds used to train staff under management improvement at Yates AMP		\$2,500.00
ID0115	AE Fee's(Contract Administration (1480)-Other Fees and Costs)	Architect and Engineer fees for construction projects at Yates Village AMP		\$1,000.00
ID0118	Front Line Costs(Contract Administration (1480)-Other Fees and Costs)	On-Going Project inspections at Yates Village AMP		\$1,000.00
ID0289	Dwelling Equipment(Dwelling Unit-Interior (1480)-Appliances)	Replace stoves and refrigerators at Steinmetz Homes in Yates Village AMP		\$15,000.00
	AUTHORITY-WIDE (NAWASD)			\$273,895.00
ID0119	Administration(Administration (1410)-Salaries)	Salaries and Benefits		\$273,895.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1 2022				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	Subtotal of Estimated Cost			\$2,738,957.00

Form HUD-50075.2(4/2008)

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 2 2023				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0051	Door Replacement(Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Interior (1480)-Interior Doors)	Replace interior & exterior doors in 25 apts at MacGathan Townhouses		\$190,000.00
ID0052	Replace Interior & Exterior Doors(Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Interior (1480)-Interior Doors)	Replacing doors in 8 apts at Maryvale Apartments		\$40,000.00
ID0053	Replace Interior Stairs(Dwelling Unit-Interior (1480)-Other)	Install new basement stairs inside the 8 apartments at Maryvale.		\$10,000.00
ID0054	Windows(Dwelling Unit-Exterior (1480)-Windows)	Replace the windows in 8 apts at Maryvale Apts.		\$50,000.00
ID0121	Operations(Operations (1406))	Transfer to Eastside AMP		\$25,000.00
ID0127	AE Fee's(Contract Administration (1480)-Other Fees and Costs)	Architect and Engineer fees for construction projects at Eastside AMP		\$40,000.00
ID0131	Front Line Costs(Contract Administration (1480)-Other Fees and Costs)	On-Going Project inspections at Eastside AMP		\$35,000.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 2 2023				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0205	LBP Abatement in Apts(Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine))	Have Lead-Based Paint Abated at Steinmetz Homes in 5 apartments and install new components installed that were abated.		\$80,000.00
ID0206	Windows(Dwelling Unit-Exterior (1480)-Windows)	Replace windows at MacGathan Townhouses in 4 apartments		\$12,000.00
ID0220	Staff Training(Management Improvement (1408)-Staff Training)	Funds used to train staff under management improvement at Eastside AMP		\$2,000.00
	DOWNTOWN (NY028000110)			\$1,518,062.00
ID0029	Schonowee Village Elevator Upgrade(Non-Dwelling Construction - Mechanical (1480)-Elevator)	Replace aged components, flooring, lighting, make controls handicap accessible, battery back up in 5 elevators		\$30,000.00
ID0030	Upgrade Nurse Call System in Handicap Units(Dwelling Unit-Interior (1480)-Call-for-Aid Systems)	Replace the nurse call system at Schonowee Village in 12 apts		\$105,000.00
ID0031	Hot Water Storage Tank Replaced(Non-Dwelling Construction - Mechanical (1480)-Hot Water Heaters)	1 Hot Water Storage Tank Replaced at Schonowee Village		\$9,000.00

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Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 2 2023				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0032	Sitework/Sidewalks/Railings/Paving/Masonry(Dwelling Unit-Exterior (1480)-Balconies-Porches-Railings-etc,Dwelling Unit-Exterior (1480)-Landings and Railings,Dwelling Unit-Exterior (1480)-Other,Dwelling Unit-Exterior (1480)-Tuck-Pointing,Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Other,Dwelling Unit-Site Work (1480)-Pedestrian paving,Dwelling Unit-Site Work (1480)-Seal Coat)	Install new sidewalks throughout the development; Mill and install new asphalt on the roadway; Repair & replace railings at stairs at various locations at apartments and on the site; repair & replace existing steps and brick on buildings. All work affecting 52 apartments at Lincoln Heights		\$415,476.00
ID0033	Flooring replace in Community room(Non-Dwelling Interior (1480)-Common Area Flooring,Non-Dwelling Interior (1480)-Community Building)	Install VCT & carpeting throughout the Lincoln Heights Community Building		\$8,000.00
ID0034	Kitchen & Bath Renovation at Lincoln heights(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Replace flooring, cabinets, counters, sink, fixtures, patch & paint kitchens. Gut rehab in bathrooms at Lincoln heights. Replace flooring, drywall, bath fixtures, exhaust fan, lighting, outlets. This is 35 apts.		\$529,000.00
ID0035	Door Replacement(Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Interior (1480)-Interior Doors)	Replace interior & exterior doors in 50 apts at Lincoln Heights		\$60,000.00
ID0036	Community Building Exterior Repairs at Lincoln Heights(Non-Dwelling Exterior (1480)-Siding,Non-Dwelling Exterior (1480)-Soffits,Non-Dwelling Exterior (1480)-Tuck Pointing,Non-Dwelling Exterior (1480)-Paint and Caulking)	repair damaged EFIS & masonry		\$5,000.00
ID0037	Geotechnical Measures to Monitor the Hillside(Dwelling Unit-Site Work (1480)-Other)	Have testing done and install devices to monitor the hillside slopes at Lincoln Heights		\$120,000.00
ID0046	Elevator Upgrades at Ten Eyck(Non-Dwelling Construction - Mechanical (1480)-Elevator)	Update controls and implement recommendations from elevator assessment in all cabs.		\$15,000.00

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Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 2 2023				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0204	Sitework / Paving(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Parking,Dwelling Unit-Site Work (1480)-Seal Coat)	Mill or replace asphalt paving in roadways and parking areas at Yates Village		\$20,000.00
ID0224	Staff Training(Management Improvement (1408)-Staff Training)	Funds used to train staff under management improvement at Yates Village AMP		\$2,000.00
	AUTHORITY-WIDE (NAWASD)			\$273,895.00
ID0133	Administration(Administration (1410)-Salaries)	Salaries and Benefits		\$273,895.00
	Subtotal of Estimated Cost			\$2,738,957.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 3 2024				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	DOWNTOWN (NY028000110)			\$1,198,586.00
ID0055	Community Building AC Replaced(Non-Dwelling Construction - Mechanical (1480)-Cooling Equipment - Systems)	replace the existing AC system with a new one at Lincoln Heights		\$18,000.00
ID0056	Water Heater Community Building(Non-Dwelling Construction - Mechanical (1480)-Hot Water Heaters)	replace the water heater in the community Center at Lincoln Heights		\$2,000.00
ID0063	Kitchen & Bath Ventilation(Dwelling Unit-Interior (1480)-Mechanical)	Install exhaust fans in the kitchen and bathroom in 45 apartments at Schonowee Village		\$170,000.00
ID0064	Interior Lighting Upgrades(Dwelling Unit-Interior (1480)-Electrical)	Replace lighting in 169 apartments and on balconies at Schonowee Village		\$15,000.00
ID0065	Paint Exterior Surfaces(Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking)	Paint all exterior building trim and facades throughout the Schonowee Village Development		\$20,000.00
ID0092	Apartment LBP Abatement(Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Other)	Abate components and surfaces with Lead-Based Paint and conduct abatement. Replace components that were abated and paint them. Work in 14 Schonowee Village apartments.		\$328,488.00

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Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0302	Roof Snow Slides & Fascia(Dwelling Unit-Exterior (1480)-Gutters - Downspouts,Dwelling Unit-Exterior (1480)-Roofs)	Replace the snow slides, gutters and fascia on the 8 buildings at Lincoln Heights		\$58,000.00
ID0303	Physical Needs Assessment(Administration (1410)-Other)	Conduct a physical needs assessment for Schonowee Village		\$5,000.00
ID0304	Physical Needs Assessment(Administration (1410)-Other)	Conduct a physical needs assessment for Ten Eyck		\$5,000.00
ID0305	Garage Door Replacement(Non-Dwelling Exterior (1480)-Doors,Non-Dwelling Exterior (1480)-Other)	Replace garage doors at the Ten Eyck Garage and the Ten Eyck building. Also install garage door openers.		\$35,000.00
	EASTSIDE (NY028000120)			\$1,189,476.00
ID0057	Brick Sealing (Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking)	Brick seal 48 buildings at Steinmetz Homes to protect the finish that was previously sandblasted clean.		\$275,000.00
ID0058	Paving/Curbs(Dwelling Unit-Site Work (1480)-Curb and Gutter,Dwelling Unit-Site Work (1480)-Parking,Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Pedestrian paving)	Pave areas throughout the development and install curbing in parking areas as needed at Steinmetz Homes.		\$250,000.00

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Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 3 2024				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0226	AE Fee's(Contract Administration (1480)-Other Fees and Costs)	Architect and Engineer fees for construction projects at Yates Village AMP		\$20,000.00
ID0227	Front Line Costs(Contract Administration (1480)-Other Fees and Costs)	On-Going Project inspections at Yates Village AMP		\$25,000.00
ID0232	Dwelling Equipment(Dwelling Unit-Interior (1480)-Appliances)	Replace stoves and refrigerators at Yates Village		\$5,000.00
	AUTHORITY-WIDE (NAWASD)			\$273,895.00
ID0230	Administration(Administration (1410)-Salaries)	Salaries and Benefits		\$273,895.00
	Subtotal of Estimated Cost			\$2,738,957.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 4 2025				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	EASTSIDE (NY028000120)			\$583,488.00
ID0104	Flooring Replacement - Force Account(Dwelling Unit-Interior (1480)-Flooring (non routine))	Replace VCT throughout 20 apartments at Steinmetz Homes using force account labor.		\$36,488.00
ID0135	Maintenance Garage windows(Non-Dwelling Exterior (1480)-Windows)	Replace the windows at the Steinmetz homes Maintenance Garage		\$40,000.00
ID0136	Boys & Girls Club Flooring(Non-Dwelling Interior (1480)-Day Care Center,Non-Dwelling Interior (1480)-Common Area Flooring)	Replace the carpet and VCT throughout the Boys & Girls Club at Steinmetz Homes.		\$20,000.00
ID0138	FIC Flooring(Non-Dwelling Interior (1480)-Common Area Flooring,Non-Dwelling Interior (1480)-Family Investment Center)	Replace the carpet & VCT throughout the Family Investment Center (FIC) at Steinmetz Homes		\$40,000.00
ID0139	Electrical Upgrades(Dwelling Unit-Interior (1480)-Electrical)	Replace outlets and lighting inside 16 apartments at MacGathan Townhouses		\$100,000.00
ID0140	Paving/Sitework(Dwelling Unit-Site Work (1480)-Landscape,Dwelling Unit-Site Work (1480)-Seal Coat,Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Striping)	Repair parking lots, landscape areas, sidewalks at MacGathan Townhouses.		\$50,000.00

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Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 4 2025				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0159	Sitework//Paving/Concrete/Masonry(Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Tuck-Pointing,Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Landscape,Dwelling Unit-Site Work (1480)-Parking,Dwelling Unit-Site Work (1480)-Pedestrian paving,Dwelling Unit-Site Work (1480)-Striping,Dwelling Unit-Site Work (1480)-Seal Coat)	Landscaping work, parking lot repairs, sidewalk replaced and foundation work, remove block wall at entrances, replace broken brick and tuck point brick joints on apartment buildings throughout site at Schonowee Village		\$45,000.00
ID0161	Canopy Roof at Building 5(Dwelling Unit-Exterior (1480)-Canopies)	Install a canopy roof over the entrance at Building 5 Schonowee Village		\$20,000.00
ID0211	Intercom System Replaced(Dwelling Unit-Interior (1480)-Other)	Upgrade intercom system for all 101 apartments at Ten Eyck Building		\$175,000.00
ID0235	Operations(Operations (1406))	Transfer to Downtown AMP		\$25,000.00
ID0238	Staff Training(Management Improvement (1408)-Staff Training)	Funds used to train staff under management improvement at Downtown AMP		\$2,000.00
ID0241	AE Fee's(Contract Administration (1480)-Other Fees and Costs)	Architect and Engineer fees for construction projects at Downtown AMP		\$40,000.00
ID0244	Front Line Costs(Contract Administration (1480)-Other Fees and Costs)	On-Going Project inspections at Downtown AMP		\$35,000.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 4 2025				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0269	Replace Key System(Dwelling Unit-Exterior (1480)-Other,Dwelling Unit-Interior (1480)-Other,Non-Dwelling Interior (1480)-Community Building,Non-Dwelling Interior (1480)-Security)	change key system throughout Lincoln Heights and Community Center		\$3,000.00
ID0270	Replace Key System(Dwelling Unit-Exterior (1480)-Other,Dwelling Unit-Interior (1480)-Other,Non-Dwelling Interior (1480)-Administrative Building,Non-Dwelling Interior (1480)-Community Building,Non-Dwelling Interior (1480)-Security,Non-Dwelling Interior (1480)-Shop)	change key system throughout Ten Eyck and Admin Offices, Community Center, Garage		\$3,000.00
ID0272	Replace Key System(Dwelling Unit-Exterior (1480)-Other,Dwelling Unit-Interior (1480)-Other,Non-Dwelling Interior (1480)-Administrative Building,Non-Dwelling Interior (1480)-Other,Non-Dwelling Interior (1480)-Security,Non-Dwelling Interior (1480)-Storage Area)	change key system throughout Schonowee Village, Storage Room and Construction Office		\$3,000.00
ID0299	Fence Replacement at Lincoln Heights(Non-Dwelling Site Work (1480)-Fencing)	Replace the perimeter fencing around the property		\$25,000.00
ID0311	Garage Door Replacement(Non-Dwelling Exterior (1480)-Doors)	Replace the garage doors at Schonowee Village		\$4,000.00
	YATES (NY028000130)			\$72,000.00
ID0237	Operations(Operations (1406))	Transfer to Yates Village AMP		\$25,000.00

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Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 5 2026				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0212	Replace Metal Roof on Admin Building(Non-Dwelling Exterior (1480)-Roofs)	Replace the standing seam metal roofing on the administration building at Ten Eyck		\$50,000.00
ID0213	Windows(Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Windows)	Replace windows in 20 apartments at Ten Eyck high rise Apts		\$100,000.00
ID0248	Dwelling Equipment(Dwelling Unit-Interior (1480)-Appliances)	Replace stoves & refrigerators at Lincoln Heights Apts.		\$5,000.00
ID0249	Dwelling Equipment(Dwelling Unit-Interior (1480)-Appliances)	Replace stoves & refrigerators at Schonowee Village Apts.		\$5,000.00
ID0274	Operations(Operations (1406))	Transfer to Downtown AMP		\$25,000.00
ID0277	Staff Training(Management Improvement (1408)-Staff Training)	Funds used to train staff under management improvement at Downtown AMP		\$2,000.00
ID0280	AE Fee's(Contract Administration (1480)-Other Fees and Costs)	Architect and Engineer fees for construction projects at Downtown AMP		\$40,000.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 5 2026				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0283	Front Line Costs(Contract Administration (1480)-Other Fees and Costs)	On-Going Project inspections at Downtown AMP		\$35,000.00
ID0297	Roof Replacement at Ten Eyck(Dwelling Unit-Exterior (1480)-Roofs)	This is for the high rise apartment building		\$150,000.00
ID0310	Admin Roof Replacement at Ten Eyck(Non-Dwelling Exterior (1480)-Roofs)	This is for the administration building		\$65,000.00
	EASTSIDE (NY028000120)			\$1,728,082.00
ID0172	Kitchen Renovation(Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Plumbing)	Replace kitchen flooring, cabinets, countertops, patch and paint wall, replace drop ceiling, electrical, plumbing at 45 apts in Steinmetz Homes.		\$400,000.00
ID0174	Back Porch Renovation(Dwelling Unit-Exterior (1480)-Balconies-Porches-Railings-etc,Dwelling Unit-Exterior (1480)-Canopies,Dwelling Unit-Exterior (1480)-Columns and Porches,Dwelling Unit-Exterior (1480)-Other)	Replace rotted roof decking and rotted, warped, deteriorated lumber at 55 rear porch locations at Steinmetz Homes.		\$552,496.00
ID0175	Parking Lot/Sidewalks(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Parking,Dwelling Unit-Site Work (1480)-Pedestrian paving,Dwelling Unit-Site Work (1480)-Seal Coat,Dwelling Unit-Site Work (1480)-Striping,Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Replace sidewalks and repair /replace asphalt parking areas throughout the site at Steinmetz Homes		\$35,000.00

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Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 5 2026				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0176	Plumbing(Dwelling Unit-Interior (1480)-Plumbing)	Replace water lines and drain lines for 12 apartments Steinmetz Homes		\$10,000.00
ID0177	Exterior Siding Replaced(Dwelling Unit-Exterior (1480)-Siding,Dwelling Unit-Exterior (1480)-Soffits)	Replace the existing vinyl siding & soffits at 20 apartments at Steinmetz Homes		\$21,000.00
ID0178	Apartment Remodel - Force Account(Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Tuck-Pointing,Dwelling Unit-Exterior (1480)-Windows,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Using in house staff replace flooring, windows, doors, painting, patch walls & ceilings, replace drop ceilings, kitchen remodel, bathroom remodel, masonry work on 1 apt at Steinmetz Homes		\$40,000.00
ID0179	Fence on Property Line(Dwelling Unit-Site Work (1480)-Fencing)	Install security fence at Steinmetz Homes		\$100,000.00
ID0180	Ceiling Stabilization/Installation(Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Other)	Secure existing plaster ceilings in living rooms and bedrooms due to failing fasteners and install new drywall on ceilings & paint them in 40 apts at Steinmetz Homes.		\$40,000.00
ID0181	Sitework/Landscaping(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Landscape,Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving,Non-Dwelling Site Work (1480)-Landscape)	Repair/replace sidewalks and landscape existing areas throughout site at Steinmetz Homes		\$10,000.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 5 2026				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0182	Partial Foundation Replacement(Dwelling Unit-Exterior (1480)-Foundations,Dwelling Unit-Exterior (1480)-Tuck-Pointing)	Repair and replace failing areas of foundations at apartment buildings at Steinmetz Homes		\$20,000.00
ID0183	Attic Firewall Stabilization(Dwelling Unit-Interior (1480)-Other)	Repair/replace concrete block fire rated walls in attic spaces that are failing in 6 apts at Steinmetz Homes		\$25,000.00
ID0184	Stair Replacement(Dwelling Unit-Interior (1480)-Other)	Replace basement stairs inside 20 apartments at MacGathan Townhouses		\$30,000.00
ID0185	Flooring Replacement(Dwelling Unit-Interior (1480)-Flooring (non routine))	Install VCT in rooms throughout 6 apartments at MacGathan Townhouses		\$60,000.00
ID0186	Basement Window Wells Replaced(Dwelling Unit-Exterior (1480)-Other)	Replace window wells protecting basement windows that are rotting out at 25 MacGathan Townhouses Apts		\$12,000.00
ID0187	Concrete Step Replacement(Dwelling Unit-Exterior (1480)-Tuck-Pointing,Dwelling Unit-Exterior (1480)-Landings and Railings)	Replace the concrete landings, steps and install new handrails/guardrails for 1 apartment building at Maryvale Apts		\$25,000.00
ID0188	Kitchen Renovation(Dwelling Unit-Exterior (1480)-Exterior Doors,Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Plumbing)	Replace flooring, doors, cabinets, countertops, outlets, lighting, plumbing, patch & paint walls & ceilings for 8 apts at Maryvale Apts		\$90,000.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 5 2026				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0214	Flooring Replacement(Dwelling Unit-Interior (1480)-Flooring (non routine))	Replace VCT throughout 15 apartments at Steinmetz Homes using force account labor.		\$30,000.00
ID0215	Roof Replacement(Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Soffits)	Replace roofs on 4 buildings at MacGathan Townhouses		\$125,586.00
ID0275	Operations(Operations (1406))	Transfer to Eastside AMP		\$25,000.00
ID0278	Staff Training(Management Improvement (1408)-Staff Training)	Funds used to train staff under management improvement at Eastside AMP		\$2,000.00
ID0281	AE Fee's(Contract Administration (1480)-Other Fees and Costs)	Architect and Engineer fees for construction projects at Eastside AMP		\$40,000.00
ID0284	Front Line Costs(Contract Administration (1480)-Other Fees and Costs)	On-Going Project inspections at Eastside AMP		\$35,000.00
	YATES (NY028000130)			\$72,000.00

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Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 5 2026				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0276	Operations(Operations (1406))	Transfer to Yates Village AMP		\$25,000.00
ID0279	Staff Training(Management Improvement (1408)-Staff Training)	Funds used to train staff under management improvement at Yates AMP		\$2,000.00
ID0282	AE Fee's(Contract Administration (1480)-Other Fees and Costs)	Architect and Engineer fees for construction projects at Yates Village AMP		\$20,000.00
ID0285	Front Line Costs(Contract Administration (1480)-Other Fees and Costs)	On-Going Project inspections at Yates Village AMP		\$25,000.00
	AUTHORITY-WIDE (NAWASD)			\$273,895.00
ID0286	Administration(Administration (1410)-Salaries)	Salaries and Benefits		\$273,895.00
	Subtotal of Estimated Cost			\$2,738,957.00

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Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 1 2022	
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Administration(Administration (1410)-Salaries)	\$273,895.00
Subtotal of Estimated Cost	\$273,895.00

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 2 2023	
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Administration(Administration (1410)-Salaries)	\$273,895.00
Subtotal of Estimated Cost	\$273,895.00

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year	3 2024
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Administration(Administration (1410)-Salaries)	\$273,895.00
Subtotal of Estimated Cost	\$273,895.00

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 4 2025	
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Administration(Administration (1410)-Salaries)	\$273,895.00
Subtotal of Estimated Cost	\$273,895.00

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 5 2026	
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Administration(Administration (1410)-Salaries)	\$273,895.00
Subtotal of Estimated Cost	\$273,895.00

Certification for a Drug-Free Workplace

U.S. Department of Housing
and Urban Development

Applicant Name
Schenectady Municipal Housing Authority

Program/Activity Receiving Federal Grant Funding

Operating and Capital Funds, Housing Choice Voucher, Project Based Voucher, VASH, Shelter Plus Care, Moderate Rehab, ROSS

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

- (1) The dangers of drug abuse in the workplace;
- (2) The Applicant's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. **Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Ten Eyck Apartments, 375 Broadway, Schenectady, Schenectady County, NY 12305
Lincoln Heights, Hamilton Street & Veeder Avenue, Schenectady, Schenectady County, NY 12305
Schonowee Village, Hamilton Street & Millard Street, Schenectady, Schenectady County, NY 12305
Steinmetz Homes, 120 Emmons Street, Schenectady, Schenectady County, NY 12304
Maryvale Apartments, Starling Avenue, Schenectady, Schenectady County, NY 12304
MacGathan Townhouses, Jerry Street, Schenectady, Schenectady County, NY 12305
Yates Village, Van Vranken Avenue, Schenectady, Schenectady County, NY 12308

Check here ☐ if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official
Richard E. Homenick

Title
Executive Director

Signature

Date

X

10/22/2021

**Certification of Payments
to Influence Federal Transactions**U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Applicant Name

Schenectady Municipal Housing Authority

Program/Activity Receiving Federal Grant Funding

Capital Fund Program

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

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

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

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

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

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

Name of Authorized Official

Richard E. Homenick

Title

Executive Director

Signature

Date (mm/dd/yyyy)

10/22/2021

Violence Against Women Act

The Schenectady Municipal Housing Authority adopted a policy on the Violence Against Women Act on September 25, 2007 (Resolution #45/09/07), for the purpose of reducing domestic violence, dating violence and stalking, and to prevent the victims of such violence from becoming homeless. This policy was amended on May 30, 2017 (Resolution #05/030/17), to implement several key changes related to housing protections for victims of domestic violence, dating violence, sexual assault, and stalking, which were implemented by regulation for HUD Housing Programs by the VAWA Final Rule on November 16, 2016. This policy has been incorporated into the SMHA Admissions and Continued Occupancy Policy, the SMHA Shelter Plus Care Policy, and the SMHA Housing Choice Voucher Administrative Plan. This policy was also revised effective April 1, 2014, pursuant to the Violence Against Women Reauthorization Act of 2013.

It is the Schenectady Municipal Housing Authority's goal to support and assist victims of domestic violence, dating violence, sexual assault, or stalking, in that prior to taking adverse action against an applicant or tenant, any reported domestic situation is reviewed and considered against the rights afforded to them by the Violence Against Women Act. The Schenectady Municipal Housing Authority collaborates with, and makes referrals to, domestic violence professionals at the local YWCA, City Mission and Department of Social Services.

General Services

There are human services provided to all tenants and in some cases neighbors on one or more of our seven public housing sites in the City of Schenectady. Most, but not all, of these services are offered at our Family Investment Center at Steinmetz Homes, or our Family Self Sufficiency Center at Yates Village.

Specialized Services

Foremost among these would have to be our referrals to the YWCA Domestic Violence Program, which includes a Domestic Violence Shelter, a long-term housing placement program, and domestic violence counseling. It is the preeminent domestic violence program in the City. They receive special notification from the Schenectady Police Department whenever a domestic violence problem is discovered. Domestic violence counselors can see victims on site when desired, although we have found that often victims do not want to be seen visiting with a counselor on-site and prefer to be counseled at the main YWCA.

Helping Victims Maintain Housing

Of prime importance would have to be our VAWA Policy which we have incorporated as part of our PH ACOP, our Section 8 Administrative Plan, and our Shelter Plus Care Policy Manual. This policy provides assurance that SMHA has considered the ramifications of the Violence Against Women Act, and has made local provisions to insure compliance and more. We also have many MOA/Referral Agreements with various agencies dealing with domestic violence victims,

troubled families, foster care prevention programs, Head Start and early childhood development programs, etc. to encourage their clients to fill out housing applications.

Preventing Violence and Enhancing Victim Safety

We have for many years encouraged and assisted victims of domestic violence in seeking orders of protection. We have also complemented their efforts by filing “Persona Non Grata” letters affecting violent spouses and other violent criminals with the Schenectady Policy Department. This allows police to arrest at will these individuals on public housing property.

We consider victim requests for apartment transfer for eligible tenants pursuant to our Emergency Transfer Plan for victims of domestic violence, dating violence, sexual assault, or stalking.

As far as prevention is concerned, we emphasize referral of ALL public housing tenants to needed service. We encourage all staff persons to assist tenants in acquiring the services they need. This effort is magnified in the case of those families we enroll in the Family Self Sufficiency Program. We have open, unlimited enrollment in this program with HUD approved voluntary capacity levels far above the required slots.

We also work closely with Community Fathers, Inc. Their main office is at Steinmetz Homes, and their mission includes a partnership with the courts to reform batterers that are convicted of domestic violence crimes; program participation is a condition of their release. Together we staff and provide meeting space to a group of custodial and non-custodial fathers living in Schenectady County, who are determined to be and become responsible and supportive fathers, regularly paying court ordered child support, spending time with their children, etc.

SMHA VIOLENCE AGAINST WOMEN ACT POLICY

Updated 5/30/2017

Applicable to the following programs:

Public Housing Program

Section 8 Programs

Shelter Plus Care Program

1.0 Purpose

The purpose of this policy is to implement the requirements of the Violence Against Women Act (“VAWA”) with respect to the responsibilities of the Schenectady Municipal Housing Authority (“SMHA”) to reduce domestic violence, dating violence, sexual assault and stalking and to prevent the victims of such violence from becoming homeless by:

- a) Protecting victim access to affordable housing
- b) Protecting the safety of victims
- c) Creating long-term housing solutions for victims
- d) Promoting collaborative action between victim service providers and SMHA
- e) Assisting SMHA to respond appropriately to the victim(s) while maintaining a safe environment for our employees, other agency employees who work at our

sites, applicants, PH tenants, Section 8 participants, Shelter Plus Care participants and others who might be affected by our actions as a housing authority.

SMHA shall not discriminate against an applicant, public housing resident, Section 8 program participant, Shelter Plus Care participant, or other program participant on the basis of the rights or privileges provided under the VAWA.

Protections under this policy are available to all victims regardless of sex, gender identity, or sexual orientation.

This policy shall be incorporated into the SMHA Admissions and Continued Occupancy Policy manual, the SMHA Section 8 Administrative Plan, the SMHA Lease Agreement and the SMHA Shelter Plus Care Policy Manual.

2.0 Definitions

Definitions in this section apply only to this policy.

- 2.1 **Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim, and where the existence of such a relationship shall be determined based on a consideration of the following factors: (i) the length of the relationship; (ii) the type of relationship; (iii) the frequency of interaction between the persons involved in the relationship.
- 2.2 **Domestic Violence:** Includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabited with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.
- 2.3 **Affiliated Individual:** With respect to an individual: a spouse, parent, brother, sister or child of that individual, or an individual to whom that individual stands in loco parentis, or any individual, tenant, or lawful occupant living in the household of that individual.
- 2.4 **Sexual Assault:** Any nonconsensual sexual act proscribed by Federal, tribal, or State law, including when the victim lacks capacity to consent.
- 2.5 **Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to: 1) Fear for the person's individual safety or the safety of others; or 2) Suffer substantial emotional distress.

- 2.6 Victim: Is a person who is the victim of domestic violence, dating violence, sexual assault or stalking under this Policy and who has completed the certification referred to in Section 3.0 of this policy statement in a complete and timely fashion.

3.0 Notifications, Certification and Confidentiality

- 3.1 Notifications: All applicants, tenants and participants of SMHA housing programs will be provided HUD-5380, "Notification of Occupancy Rights Under the Violence Against Women Act (VAWA)" and HUD-5382, "Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking and Alternate Documents" at the following times:

- a) at the time of denial of assistance or admission
- b) at the time of providing assistance or admission
- c) at any eviction or termination
- d) at recertification or lease renewal

- 3.2 HUD Approved Certification: For each incident where a person is claiming victim status, that person shall certify to SMHA their victim status by completing a HUD approved certification form (form HUD-5382). The person shall certify the date, time and description of the incident(s), that the incident(s) are bona fide incidents of actual or threatened abuses and meet the requirements of VAWA and this Policy. The person shall provide information to identify the perpetrator including but not limited to the name, only if the name of the perpetrator is safe to provide and is known (and any and all known aliases), date of birth, address, contact information such as postal, e-mail or internet address, telephone or fax number and other pertinent information.

- 3.3 Other Certification: In lieu of providing a HUD certification, a person who is claiming victim status may provide to SMHA:

- a) documentation signed by the victim and an employee/agent/volunteer of a victim services provider, an attorney, mental health professional or a medical professional from who the victim has sought assistance relating to domestic violence, dating violence, sexual assault or stalking or the effects of the abuse, in which the professional attests under penalty of perjury (28 U.S.C. Sec. 1746) to the professional's belief that the incident(s) in question are bona fide incidents of abuse or meet the requirements found in the VAWA; or
- b) a Federal, State, tribal, territorial, administrative agency, local police or court record.
- c) at the discretion of SMHA, a statement or other evidence provided by the applicant, tenant or participant.

- 3.4 Failure to provide Certification: The person claiming victim status shall provide complete and accurate certification to SMHA within 14 business days after SMHA requests in writing that the person complete the certification. Failure to provide a complete and accurate certification within the 14 business days, will result in the loss of

protections under VAWA and this policy against a proposed adverse action. SMHA may, at its discretion extend the 14 business day deadline.

- 3.5 Conflicting Information: If SMHA receives a certification or information containing conflicting information (including certification forms from two or more members of a household each claiming to be a victim and naming one or more of the other petitioning household members as the perpetrator), SMHA may request that the applicant, tenant or participant provide third-party documentation within thirty (30) calendar days in order to resolve the conflict. Failure to provide third-party documentation where there is conflicting information will result in the loss of protection under VAWA and this policy against a proposed adverse action.
- 3.6 Confidentiality: SMHA shall keep all information submitted under this Policy confidential. SMHA shall not enter confidential information into any shared database or disclose such information to any other entity or individual except to the extent that:
- a) The victim requests or consent to the disclosure in writing, or
 - b) The disclosure is required for use in an eviction proceeding, or
 - c) The disclosure is required by applicable law.

4.0 VAWA Protections.

- 4.1 An applicant for assistance or tenant assisted under a SMHA's program may not be denied admission to, denied assistance under, terminated from participation in, or evicted from the housing on the basis or as a direct result of the fact that the applicant or tenant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking, if the applicant or tenant otherwise qualifies for admission, assistance, participation, or occupancy.
- 4.2 An incident or incidents of actual or threatened domestic violence, dating violence, sexual assault or stalking will not be a serious or repeated violation of the lease by the victim and shall not be good cause for denying to a victim admission to a program, terminating Section 8 assistance or occupancy rights, participation in the Shelter Plus Care Program, or evicting a tenant.
- 4.3 Criminal activity directly related to domestic violence, dating violence, sexual assault or stalking engaged in by a member of the tenant's household or any guest or other person under the tenant's control shall not be cause for termination of assistance, tenancy, or occupancy rights if the tenant or affiliated individual of the tenant is the victim of that domestic violence, dating violence, sexual assault or stalking.
- 4.4 A. Notwithstanding Sections 4.1, 4.2 and 4.3, the SMHA may bifurcate a lease to evict, remove or terminate assistance to any individual who is a tenant or lawful occupant of the housing and who engages in criminal activity directly relating to domestic violence, dating violence, sexual assault, or stalking against an affiliated individual or other individual, without evicting, removing, termination assistance to or

otherwise penalizing the victim(s) of such criminal activity who is also a tenant or lawful occupant of the housing.

B. If SMHA evicts, removes, or terminates assistance to an individual under Section 4.4 A., and the individual is the sole tenant eligible to receive assistance under a covered housing program, SMHA shall provide any remaining tenant a period of ninety (90) days from the date of bifurcation to establish eligibility for the covered housing program or If the remaining tenant(s) cannot establish eligibility to find alternative housing or establish eligibility for housing under another covered housing program.

- 4.5 Nothing in Section 4.1, 4.2 or 4.3 shall limit the authority of SMHA when notified, to honor court orders addressing rights of access to or control of the property, including civil protection orders issued to protect the victim and issued to address the distribution or possession of property among the household members when the family break up.
- 4.6 Nothing in Sections 4.1, 4.2 or 4.3 limits SMHA's authority to evict or terminate assistance to any tenant for any violation of lease not premised on the act or acts of violence against the tenant or an affiliated individual of the tenant. However SMHA may not hold victim to a more demanding standard than any other tenant or participant.
- 4.7 Nothing in Sections 4.1, 4.2 or 4.3 limits the SMHA's authority to evict or terminate assistance, or deny admission to a program if the SMHA can show an actual and imminent threat to other tenants, neighbors, guests, their employees, persons providing services to the tenants or the property of others if the tenant family is not evicted or terminated from assistance or denied admission.
- 4.8 Nothing in Sections 4.1, 4.2 and 4.3 limits the SMHA's authority to deny admission, terminate assistance or evict a person who engages in criminal acts including but not limited to acts of violence, sexual assault or stalking against family members or others.
- 5.0 **Emergency Transfer Plan:** SMHA has adopted an Emergency Transfer Plan, included as part of this policy. To request an emergency transfer the tenant must submit a written request in accordance with the Emergency Transfer Plan. HUD-5383 may be used to request an emergency transfer.
- 5.1 A Section 8 recipient who moves out of an assisted dwelling unit to protect their health or safety and who: a) is a victim under this Policy; b) reasonably believes he or she was imminently threatened by harm from further violence if she/he remains in the unit; and c) has complied with all other obligations of the Section 8 program may receive a voucher and/or move to another Section 8 jurisdiction.
- 5.2 A public housing tenant who is a victim under this policy may be allowed to transfer to another available and safe dwelling unit pursuant to SMHA's Emergency Transfer Plan.

6.0 Actions Against a Perpetrator

The SMHA may evict, terminate assistance, or deny admission to a program or bring charges of trespass on its property against a perpetrator under this Policy. The victim shall take action to control or prevent the domestic violence, dating violence, sexual assault or stalking. These actions may include but are not limited to: a) obtaining and enforcing a restraining or no-contact order, or an order for protections against the perpetrator; b) obtaining and enforcing a trespass charge against the perpetrator; c) preventing the delivery of the perpetrator's mail to the victim's unit; d) providing identifying information listed in 3.1; and e) other reasonable measures.

7.0 Preferences

Families who are victims under VAWA will receive a preference in SMHA's public housing, Section 8, and Shelter Plus Care programs. Families/family members who have been victims of domestic violence, dating violence, sexual assault or stalking shall provide an acceptable form of certification to qualify for preference, as outlined in Section 3.0.

8.0 Reporting Requirements

SMHA shall include in its 5 Year Plan a statement of goals, objectives, policies or programs that will serve the needs of victims. SMHA shall also include a description of activities, services or programs provided or offered either directly or in partnership with other service providers to victims, in order to help victims obtain or maintain housing or to prevent the abuse or to enhance the safety of victims.

9.0 Conflict and Scope

This Policy does not enlarge SMHA's duty under any law, regulation or ordinance. If this Policy conflicts with the applicable law, regulation or ordinance, the law, regulation or ordinance shall control. If this Policy conflicts with any other SMHA policy, this Policy will control.

10.0 Amendment

The Executive Director may recommend to the Board of Commissioners amendments to this policy when it is deemed reasonable to effectuate the Policy's intent, purpose, or interpretation. The amendment shall be effective and incorporated into appropriate program policies and manuals on that date the amendment is approved by the Commissioners.

11.0 Legislative and Regulatory authority

The provisions of this policy are based on conformity with the provision of the following laws, regulations and notices:

- a) The Violence Against Woman Act of 1994
- b) The Violence Against Women Reauthorization Act of 2005

- c) The Violence Against Women Reauthorization Act of 2013
- d) U.S. Department of Housing and Urban Development, Notice PIH 2017-08

12.0 Attachments and Forms – The following are made a part of this policy by reference.

- i) HUD-5380, “Notification of Occupancy Rights Under the Violence Against Women Act (VAWA)”
- ii) HUD-5382, “Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking and Alternate Documents”
- iii) HUD-5381, “Schenectady Municipal Housing Authority – Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking”
- iv) HUD-5383, “Emergency Transfer Request”