

## U. S. Department of Housing & Urban Development

# San Francisco Office of Public Housing

Serving northern California and Nevada

December 2007

Service, Respect, Integrity

Quarterly Newsletter

Serving northern California and Nevada

## From the Director's Desk

**Stephen Schneller**  
Director  
San Francisco Office of Public Housing



### Asset Management Affects All PHAs, Including Section 8 Programs

As you all are aware, the official transition to Asset Management began last July for many of the Low Rent Public Housing agencies in Northern California and Nevada. Although not all of you are required to convert or even impacted significantly by Asset Management, there are several changes that will impact everyone. Some of them we're making in the San Francisco HUD office. Others are from the program offices in headquarters. In each newsletter in "The Quarterly Amplifier," we will highlight different aspects of the transition and how it affects you. I encourage you to read this regular feature and give us feed back on how it's working for you. This month's Asset Management topics are portfolio reassignments and OIG Hotlines.

I hope to see you all at the NorCal-Nevada NAHRO Conference on February 3<sup>rd</sup> in Monterey. HUD will be making presentations at the Sunday luncheon to SEMAP (FY07) and PHAS (FY06) High Performer PHAs as well as awarding a Low Rent Public Housing Program of the Year, a Section 8 Voucher Program of the Year, a Most Improved Low Rent Public Housing Program, and a Most Improved Section 8 Voucher Program.

Happy New Year from the San Francisco Office of Public Housing

*Stephen Schneller*

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(415) 489-6428

## EIV System

### Website:

[www.hud.gov/offices/pih/programs/ph/rhiip/uivsystem.cfm](http://www.hud.gov/offices/pih/programs/ph/rhiip/uivsystem.cfm)

*HUD is recipient of the 2007 Presidential Award for Management Excellence!*

## 2007 Prestigious Presidential Award

[HUD was selected along with five other elite federal agencies as a recipient of the 2007 Presidential Award for Management Excellence.](#)

This award was bestowed upon HUD for its Enterprise Verification System Program, most commonly known to the industry as the EIV System created by the Office of Public and Indian Housing. This innovative and exemplary system is a milestone achievement for HUD that has resulted in improved financial performance.

## RECERTIFICATION

Please note that **January 30, 2008**, is the **deadline date** for re-certification of all your Enterprise Income Verification (EIV) System users.

For the form click here:

[www.hud.gov/offices/hsg/mfh/rhiip/eiv/coordinatoraccess.pdf](http://www.hud.gov/offices/hsg/mfh/rhiip/eiv/coordinatoraccess.pdf)

Re-certification of EIV users must be accomplished by the PHA's EIV User Administrator. If a user is not re-certified before January 30, 2008, the user will be automatically terminated from the EIV system. Below are the instructions for re-certification.

- Double click on the User Certification link
- Click on the List Users button
- A list that requires re-certification will be displayed
- The User Administrator should confirm that any user to be re-certified has a signed copy of the EIV Access Authorization form and the EIV Rules of Behavior on file
- Click on Certify User button

If you have any questions about re-certification you may call the Public Housing Revitalization Specialist (PHRS) assigned to your PHA.

**HUD will be closed Tuesday, January 1, 2008.**

## Where to look for . . .

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## Web Update - December 2007

### HUDClips is finally moving to HUD.gov

It's official! The redesign of HUDClips, HUD's "forms and handbooks" Web site, is almost finished. The content from the old HUDClips site is moving to the Department's official Web site [www.hud.gov](http://www.hud.gov). The new HUDClips website is scheduled to launch January 1, 2008. The redesign will make it easier to find HUD forms, handbooks, and notices.

You can find HUD Forms right now at [www.hud.gov/forms](http://www.hud.gov/forms). The "Handbooks/Forms" menu item on [www.hud.gov](http://www.hud.gov) will take you to the new HUDClips site after January 1. Please notify your partners, and anyone else that you think needs to know about this move.

| Due Date | Task   |
|----------|--|
| 1/9      | MTWs with Alternate Formula Calculations (According to MTW Agreement Attachment A) |
| 1/9      | PHAs with 1 AMP  |
| 1/17     | PHA Plan for next FYB 4/1 due <b>(75 days prior to FYB)</b>                        |
| 1/23     | PHAs with 2 - 10 AMPs  |
| 1/30     | Re-certification of EIV users  |
| 1/31     | (HUD-52681B) Oct, Nov & Dec data due in VMS (S8)                                   |
| 1/31     | Financial Status Report (HUD-269A) for ROSS/& Prog. Rpt                            |
| 1/31     | CFP obligated/expended data submitted through eLOCCS                               |
|          |  |
| *2/2     | (EARLY FEB.) PHA certifies addresses in RASS                                       |
| 2/13     | PHAs with 11 or more AMPs  |
| 2/28     | CFP obligated/expended data submitted through eLOCCS                               |
|          | PHA certify Implementation Plan in RASS  |
|          |  |
| 3/30     | All FYE PHAs 6/30: Audited FASS submission due to REAC                             |
| 3/30     | All FYE PHAs 6/30: 1 Copy of IPA Audit due to Field Office                         |
| 3/31     | CFP obligated/expended data submitted through eLOCCS                               |
|          |  |

## LATEST INFORMATION

[PIH 2007-33 \(HA\)](#)

Issued: Dec. 28, 2007  
Expires: Dec. 31, 2008

This notice reinstates [Notice PIH 2005-4 \(HA\)](#), which was previously extended by [Notice PIH 2006-08](#), for a year from the date of issuance of this Notice. Notice PIH 2005-4 describes the electronic exigent health and safety (EHS) system for public housing agencies (PHAs) and field office staff. It explains how PHAs are to certify to the correction of EHS deficiencies observed during Uniform Physical Condition Standards inspections. It also outlines the procedures for field office staff to enter and record any follow-up activities that they have completed to ensure that EHS deficiencies have been corrected or abated.



**U.S. Department of Housing and Urban Development  
Public and Indian Housing  
Information and Resource Center  
(PIH IRC)**



## The **answer** is just a phone call away...

Here are just a few of the reference and referral services that the PIH Information and Resource Center provides to the General Public, Public Housing and Section 8 Residents, and Housing Agency Staff:

- > Local Agency Contact Information
- > PIH Guidebooks and Notices
- > Public Housing, Section 8, Homeownership fact sheets and more
- > Applicable References to (CFR)s



Can we help you?  
Contact us at **1-800-955-2232**

Monday through Friday 9A.M.-5 P.M. EST

Or Email [PIHIRC@nelrod.com](mailto:PIHIRC@nelrod.com)

Fax 817-922-8885

Services provided through the Management and Occupancy Division under the Office of Public Housing and Voucher Programs

**ASSET MANAGEMENT ASSET MANAGEMENT ASSET MANAGEMENT**[www.hud.gov/offices/pih/programs/ph/am/](http://www.hud.gov/offices/pih/programs/ph/am/)

**ASSET MANAGEMENT WEBSITE:** New feature: a list of chronological list of new items posted to the site. This allows the PHAs to keep up-to-date with new events.

**HUD SUBMITS REVISED PHA PLAN**

**TEMPLATE TO OMB:** In accordance with [Federal Register Notice FR-5117-N-95](#), issued November 20, 2007, HUD has submitted to OMB for review the Five-Year and PHA plan template. The new PHA plan template is anticipated to be available for PHAs with fiscal years beginning July 1, 2008.

**ENERGY:** [HUD Notice 2007-30](#), *Using Energy Star to Promote Energy Efficiency in Public Housing*, may result in significant future cost savings. Under the new Operating Subsidy formula, a project's utility expense level (UEL) is calculated based on a historical three-year rolling basis, so future efficiency gains mean that excess UEL savings can be used for other operating costs. PHAs should only install Energy Star equipment when it is cost effective to do so.

**SUBSIDY and GRANTS INFORMATION**

**SYSTEM (SAGIS):** The Operating Fund website has also been updated with [SAGIS Help Contacts](#) and information on the latest AMP groupings.

**CY 2008 OPERATING FUND INTERIM**

**OBLIGATION UPDATE:** To allow more time for PHAs to submit subsidy worksheets through SAGIS, THE initial interim obligation for Operating Subsidy will cover the first four months of CY 2008. The updated letter, Initial Funding for FY 2008, and Timing of SAGIS Funding Data Submissions, is available [here](#).

**OPERATING SUBSIDY SUBMISSIONS SCHEDULE:**

The CY 2008 Operating Subsidy submission schedule has been revised. The full schedule can be found [here](#).

**TRAINING:** To better understand the SAGIS process

- Review the [SAGIS Training Page](#)
- Access the latest [PHA User Set-Up Guide](#)
- Read the [Helpful Hints](#) document for successful submission tips, troubleshooting and technical assistance.

**SECURE SYSTEMS ACCESS TO EXPIRE AFTER 90 DAYS OF INACTIVITY:**

The Real Estate Assessment Center (REAC) reminds PHAs and other Secure Systems users that User Ids will be disabled after 90 days of inactivity beginning November 1, 2007. If your account is inactive, please contact the PIH Technical Assistance Center a 1-888-245-4860 and select option 2.

**FROM THE ASSET MANAGEMENT HELP DESK**

**Q:** My PHA has a fiscal year that ends June 30. We are a large PHA with multiple AMPS. ... When will HUD make available the new Financial Data Schedule (FDS)?

**A:** [Here](#) is a draft version. A final version of the FDS is expected to be posted along with a listing of all changes from the previously released draft version.

**Q:** For the first compliance year of project based budgeting/accounting, PHAs will be issued a "transition" score under the new Public Housing Assessment System (PHAS). Will HUD also issue PHAS scores under the "old" or "current" PHAS?

**A:** No. For the purposes of scoring, especially in relation to the Capital Fund bonus program, HUD will carry over the PHAs previous score under the "old" PHAS. HUD **will not** issue a new score under the "old" PHAS.

**Q:** Is HUD approval required for non-competitive procurements?

**A:** In accordance with Section 12.5 of HUD Handbook 7460.8, Rev-2, dated February 2007, noncompetitive procurements are **not** subject to prior HUD approval provided the PHA either: (a) requests, and HUD subsequently certifies, that its procurement system be reviewed by the Field Office to determine if its systems meet the standards under 24 CFR 85.36 and the essential requirements of this Handbook and HUD Handbook 7485.1; or (b) self-certifies that its procurement system meets the standards under 24 CFR 85.36 and the essential requirements of this Handbook and HUD Handbook 7485.1.

## THE QUARTERLY AM-PLIFIER

You may recall that the San Francisco Office of Public Housing is one of eight offices participating in the Asset Management Pilot Program, allowing us to make changes and test new models in advance of the rest of the nation. One of the major efforts we are involved with is a streamlining of local and internal processes that we call Clear the Decks. Our office has been a vocal proponent of task simplification, improved efficiency, and elimination of redundant work, among other things.

Our activities parallel those being conducted by various players on the statutory and regulatory levels.

### Portfolio Reassignments

One of the first items to address was our changes in staffing – mostly losses. With our own conversion internally to Asset Management, a drastic restructuring of portfolio assignments was necessitated. The approach our Pilot has taken was to divide our Revitalization Specialists into separate Asset Management and Section 8 teams with each PHA also being assigned a member of our Program Support team. Our expectation is that each staff person will be able to focus on the complexities of either the Low Rent or Section 8 program.

For the Low Rent Program, many of the processing tasks previously handled by our Financial Analysts will now be transitioned to the Revitalization Specialists. There are no changes planned at this time for your Facilities Management Specials. For the Section 8 program, your Financial Analysts, who report to the FMC in Kansas City, there are also no changes.

You should have received a letter from us detailing these new assignments. For combined Low Rent-Section 8 PHAs this means you will have two Specialists instead of one as you've become accustomed to. Both teams are being training in aspects of the other's programs, and they will continue to back each other up. If you have any questions about the assignments, please contact Gerard Windt (415) 489-6444.

## OIG Hotline Referrals

We are transitioning some duties as well, including the processing of OIG Hotline referrals to the Program Support team. As a Pilot office, we have been working with the Director of the Hotline to simplify the way we report and respond. For this, we ask for your assistance and patience as we implement the streamlining of these internal processes. In most cases, it will be the Program Support Assistants who will contact you as the referrals are received. They will be responsible for tracking each case and closing them out.

If you receive a referral, you will be asked to investigate the allegation and provide a complete, concise, and timely response. In general, a complete and concise response includes 1) what you did to investigate; 2) whether the allegations were substantiated or not; 3) actions you took or are taking to address any substantiated allegations; and for Section 8 cases 4) the amount of subsidy being paid.

You may limit your responses to the basic facts of the case, and you do not need to defend any actions you have taken. As we will be using email to the extent possible for all correspondence on OIG Hotline referrals, your responses should not include SSNs or other personally identifiable information on the subject of the complaint. We have been advised by the OIG that Hotlines are releasable under FOIA, so keep that in mind when you respond to us.

As for timeliness, the deadlines that we place on you are based on the deadlines the OIG places on us. It is in all our best interests to be responsive to their requests. Ideally, you will have a process of your own in place where these referrals are handled as soon as you receive them. That's what we in the field office are trying to accomplish as well. Nevertheless, if you need more time to investigate, we ask that you inform us as soon as possible, but prior to the last week before the deadline, so that we don't have to ask you for a status report.

If you have any questions on the OIG Hotline process, please contact Gerard Windt (415) 489-6444.

## FACILITIES MANAGEMENT

### Capital Fund Financing Program (CFFP) Highlights

Under QHWRRA, Congress recognized that the amounts it appropriates each year under the Capital Grant Program may **not** be enough for PHAs to make all the improvements they need. So, as some of you know, under the CFFP, a PHA may borrow private capital to make improvements and pledge, subject to the availability of appropriations, a portion of its future year annual Capital Funds to make debt service payments for either bond or conventional bank loan transactions. HUD does not guarantee or ensure these loans but has to approve the documents that encumber or pledge as collateral any Public Housing assets.

If you are considering participating in this program, please make sure that your Agency's Annual or Five Year Agency Plan states so. However, keep in mind that approval of the Agency Plan does not constitute approval of the CFFP program. CFFP applications are approved by the office of Capital Improvements in Headquarters. Also, make sure that you have a current Physical Needs Assessment completed that is consistent with the PHA's plan to improve and/or maintain its assets.

Some of the CFFP program highlights include: a) The term of the loan generally, is no more than 20 years. b) The Housing Authority may not pledge more than 33% of its current annual Capital Fund grant amount – adjusted for any proposed demolition/disposition. c) Since the proceeds from the CFFP are generated via the pledge and use of Capital Funds, the same regulatory and statutory requirements apply to CFFP proceeds as any Capital Funds.

Finally, in order to negotiate better loan rates and split the costs of legal and financial experts that the PHA will need to complete this transaction, PHAs may form consortiums with similar minded PHAs. For example, some years ago, the Santa Clara and Oxnard (a Southern California) Housing Authority formed such a consortium.

For more information about this program visit HUD's website at:

[www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm](http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm) or Melina Whitehead at (510) 489-6432.

### SMOKE DETECTORS



I cannot emphasize enough the importance of functioning smoke detectors. Functioning smoke detectors save lives. They save the PHA from costly litigation and since they are a UPCS requirement they also save the PHA from having a failing PASS score.

So here are some tips and reminders. Review your PHA's Prevalence Reports that REAC issues. If the REAC inspections consistently identify instances of non-functioning smoke detectors consider the following:

- If your PHA has a problem with tenants tempering with smoke detectors, you may want to consider amending your lease agreement to identify tempering with smoke detectors as a lease violation.
- The lease should also state that it is the tenant's responsibility to notify the PHA, if any detectors are broken or malfunctioning.
- If a person with mobility impairment occupies a unit, then it becomes the PHA's responsibility to ensure that the smoke detectors in that unit are functioning.
- Your PHA may also want to consider hardwiring smoke detector as one of the possible rehabilitation items.

Also, keep in mind that if we are in your housing authority for any type of monitoring review, we must inspect units to ensure that the smoke detectors are functioning or that the PHA has taken the necessary steps to correct the deficiency. ***The PHA has only 24 hours to correct non-functioning smoke detectors.***

For further information, please contact:

Facilities Manager

◇ Shirley Thomas (415) 489-6438

◇ Norma Penamante (415) 489-6441

or

Engineer

◇ Baljit Khosa (415) 489-6442.

Save this date!!!!



*The San Francisco HUD Office of Public Housing*

*in collaboration with  
HUD's Regional Energy Coordinator  
and the*

*HUD Headquarters' Public Housing Management and Occupancy Division*

*proudly presents*

## **ENERGY '08:**

**Convenient Truths About PHAs and Energy Conservation**

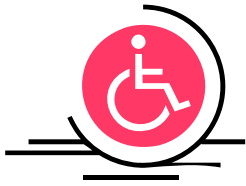
***Tuesday, January 22, 2008***

***at the new San Francisco Federal Building  
located at 7<sup>th</sup> and Mission in San Francisco***

***The program topics will include Energy Performance Contracting, Bulk Purchasing, Green Initiatives, and PHA Model Programs. Plus, as an added bonus, GSA will take participants on our own tour of the new, award-winning, state-of-the-art, energy efficient Federal Building.***

**More information will follow.**

**If you have any questions, please contact Melina Whitehead  
(415) 489-6432.**



## Reasonable Accommodations for Persons with Disabilities

Part 1 of 3

HUD received numerous questions each year from housing authorities about reasonable accommodations.

It's no wonder that complaints involving alleged denials of reasonable accommodations are now accounting for about 20% of all housing discrimination complaints filed in Region IX. That is more than 200 per year.

Federal reasonable accommodation law falls under Section 504 of the Rehabilitation Act of 1973 (see HUD's regulations at 24 CFR 8.11); and the Federal Fair Housing Act (see 24 CFR 100.204), and they provide similar definitions. A reasonable accommodation is a request made to a housing provider to grant an exception to a standard policy, practice or procedure, when such exception is necessary to afford a person with a disability equal opportunity to use and enjoy a dwelling.

Although Section 504 uses the term "reasonable accommodation" to refer also to requests to undertake structural modifications to a dwelling to provide for greater accessibility to a person with mobility impairments or special needs related to their handicap, the Federal Fair Housing Act uses the term "reasonable

modifications" to address structural modifications (24 CFR 100.203).

In making a request for a reasonable accommodation, housing providers should recognize that the law recognizes that such requests can be made orally as well as in writing. However, it is HUD's experience that housing providers frequently defend against complaints of oral requests by saying that they didn't understand that a formal request for reasonable accommodation was being made. For this reason, we strongly recommend that housing providers adopt a formal, written Reasonable Accommodations Policy, which may require that requests for accommodation be made to the housing provider in writing, or even on specific forms prescribed by the housing provider.

There is an excellent discussion of reasonable accommodations in PIH Notice 2006-13, and HUD's Multifamily Occupancy Manual, paragraph 2-44.E. There is also a very useful question-and-answer discussion of reasonable accommodations to be found in the "Joint Statement of (HUD & DOJ) on Reasonable Accommodations under the Fair Housing Act", which may be accessed through either HUD-FHEO or DOJ websites. If you have questions about analyzing a request for reasonable accommodation, or responding appropriately to such a request, you should call or e-mail your Public Housing Specialist, or a FHEO representative at 1-800-347-3739.

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On Friday, November 30, 2007, at the San Francisco HUD Regional Office, Assistant Secretary of Fair Housing & Equal Opportunity, Kim Kendrick, awarded over \$2.5 million to seven organizations in California, and one in Nevada. The grants, funded through HUD's Fair Housing Initiatives Program, will be used to investigate allegations of housing discrimination, educate the public and the housing industry about their rights and responsibilities under the Fair Housing Act, and work to promote equal housing opportunities. Organizations presented grants at the event were: Bay Area Legal Aid of Oakland, California - \$275,000 ; Project Sentinel of Palo Alto, California - \$270,000 ; Greater Napa Fair Housing Center, Napa California - \$99,990; Fair Housing of Marin, San Rafael, California - \$275,000; California Rural Legal Assistance, Inc., San Francisco, California - \$275,000; Silver State Fair Housing Council, Reno, Nevada, \$303,629; Pacific News Service, San Francisco, California - \$1,000,000; and La Raza Centro Legal, \$73,423.



## Homeownership

### Section 32 Homeownership

Website:

[www.hud.gov/offices/pih/centers/sac/homeownership/](http://www.hud.gov/offices/pih/centers/sac/homeownership/)

Some of you must think that this time we really blew it. Here we are writing an article promoting Section 32 Homeownership while everyday the newspapers are filled with articles about foreclosures and the crumbling housing market.

Well, if there is one thing that holds true in Real Estate is that although it only takes a blink of an eye to catch or loose an opportunity it does take a long planning process to get there.

So, if you believe in the benefits that the Section 32 program affords to your low rent and Section 8 participants and to you, the PHA, as the recipient of the sales proceeds, there is no better time than now to take the following steps.

- Asses your portfolio and identify the properties that you would like to include in the Section 32 program. Identify the needed repairs and rehabilitation costs. Start thinking of areas that you could use the sales proceeds. Draft a plan.
- Develop your purchaser eligibility and selection criteria. If there is a good think that current housing crisis has to offer is lessons learnt. What would you do differently in the future?
- Start planning the type of counseling your program participants will need in order to become successful homeowners. Now is the time so they will be ready when the opportunity comes.

The housing market will change and when that happens the better prepared you are the better chance you will have to have a successful program.

For further information, please contact Carroll Lorbett at (415) 489-6433. Better yet, check out the [Section 32 Homeownership website!](#)

| HA Name                       | HVO<br>2007 | FSS<br>2007 |
|-------------------------------|-------------|-------------|
| San Francisco HA              | 0           | 0           |
| Oakland HA                    | 0           | 0           |
| Fresno City                   | 1           | 0           |
| Contra Costa County           | 0           | 2           |
| San Mateo County              | 0           | 2           |
| Merced                        | 0           | 2           |
| Stanislaus                    | 0           | 0           |
| Fresno County                 | 0           | 1           |
| Tulare County HA              | 0           | 0           |
| Monterey                      | 1           | 1           |
| Benicia                       | 0           | 0           |
| Marin Housing                 | 1           | 1           |
| Vallejo                       | 1           | 0           |
| San Jose City                 | 0           | 1           |
| Berkeley                      | 0           | 0           |
| Santa Clara                   | 0           | 0           |
| Alameda City                  | 0           | 0           |
| Fairfield                     | 1           | 0           |
| Alameda County Hsg<br>Auth    | 0           | 2           |
| Madera                        | 1           | 0           |
| Santa Cruz County Hsg<br>Auth | 2           | 0           |
| Napa                          | 0           | 0           |
| Livermore                     | 0           | 0           |
| Sonoma                        | 0           | 0           |
| Vacaville                     | 1           | 0           |
| Mariposa County               | 0           | 0           |
| Solano                        | 0           | 1           |
| Reno                          | 0           | 1           |
| Las Vegas                     | 2           | 0           |
| North Las Vegas               | 0           | 0           |
| Clark County                  | 3           | 0           |
| Nevada Rural Hsg Auth         | 1           | 0           |
| Sacramento City               | 0           | 0           |
| Sacramento County             | 4           | 0           |
| San Joaquin                   | 6           | 0           |
| Yolo County Housing           | 9           | 0           |
| Redding                       | 1           | 0           |
| Yuba County                   | 0           | 0           |
| Roseville                     | 0           | 0           |
| Total                         | 35          | 14          |

**The source of this data is PIC.  
Please review this data. Any  
changes or discrepancies should  
be corrected.**

## The Sharing Corner

- **Oakland Housing Authority Wins Prestigious NAHRO Award of Excellence for Lion Creek Crossings Development**

The Oakland Housing Authority (OHA) announced today that it received a 2007 National Award of Excellence from the National Association of Housing and Redevelopment Officials (NAHRO) for the design of Lion Creek Crossings Phase I, a mixed-income, mixed-use, affordable family housing development at the Coliseum BART (subway) station.

The NAHRO Award of Excellence is given to recognize outstanding innovation and achievement in housing and community development programs throughout the country. Lion Creek Crossings Phase I was one of only 22 programs nationwide selected to receive the 2007 award, presented last month's NAHRO's national conference.

Lion Creek Crossings Phase I is the first in a multi-phase, mixed-income, mixed-use, transit-oriented neighborhood developed by The Related Companies and the East Bay Asian Development Corporation for the Oakland Housing Authority. The new redevelopment replaces a 40-year old public housing complex, and incorporates adjacent under-utilized industrial properties to shape a new community with medium-density housing around a large City of Oakland Park and restored creek. Included in the development are supportive social services, child care, and recreational facilities. Phase I, completed and occupied in the spring of 2006, includes 115 affordable apartments, 45 of which are public housing units dispersed throughout. ■

- **Oakland Housing Authority Congratulates First Public Housing Homeownership Program Participant to Purchase Home**



**Public Housing Tenant Secures Loan, Closes Escrow**

An Oakland Housing Authority (OHA) public housing tenant and Resident Opportunity and Self Sufficiency Homeowner Supportive Services (ROSS/HSS) program participant recently

purchased a new home, the **first** successful graduate of OHA's ROSS/HSS Program.

The new homebuyers are a 36-year old husband and 28-year old wife, who have been public housing residents since May 2004 and program participants since October 2005. They have two young daughters. They purchased their 3-bedroom, 1 bathroom home in East Oakland for \$365,000. The loan was layered subsidy financing, and included assistance from the City of Oakland's Mortgage Assistance Program (MAP), the American Dream Downpayment Initiative (ADDI), the Peoples Community Partnership Federal Credit Union, ACORN Housing, LAO Family Community Multilingual Homeownership Center, East Bay Asian Local Development Corporation, California Housing Finance Agency, Federal Home Loan Bank, and CitiMortgage.

"Our first family was committed to becoming homeowners, and it was an exciting moment for all involved when they received the keys to their first home," said **Constance Cole**, homeownership program coordinator. "It's a dream come true for them, and for the staff at OHA who worked hard to help make that dream come true."

With more than 150 participants, OHA's public housing homeownership program began in July 2005, and requires all participants to follow several steps to homeownership. These steps include meeting with the homeownership coordinator and signing a "commitment to participate," or individual development plan (IDP). All participants must then attend a series of financial workshops that cover such topics as understanding credit, budgeting, and predatory lending. Then the participant's financial profile is composed. If the credit score is more than 620, the participant moves into the savings account step, called the individual development account (IDA), working to achieve a savings equivalent to one percent of the purchase price of their new home. A certain percentage of the funds in the IDA are matched, and can be used for the downpayment, or the closing costs of the home. Participants whose credit score is less than 620 stay in the program and continue to improve their credit profiles. The final step is sending the application package to the lender, and to begin the home search.

For complete coverage go to OHA's website: [www.oakha.org/whatsnew.html](http://www.oakha.org/whatsnew.html) ■

## From the Housing Authority of the City of Vallejo



**Aishma Kennedy** is a home owner! The American Dream of Homeownership is hers.

Ms Kennedy was assisted by two very dedicated professionals: **Beth Brittenbach** of Century 21 Schutjer Realty and **Maria Gonzales**, Homeownership Coordinator of the City of Vallejo Housing Authority. The three came together and became the Dream Team. Words of gratitude and appreciation were offered to one another for all the shared sustained effort, hard work, dedication, guidance and encouragement.

Ms. Brittenbach reported that the new homeowner could not stop smiling when she handed over the keys to Ms. Kennedy!!

This was one of those really wonderful stories. No one ever thought we would be able to successfully place a **Section 8 Home Ownership** Participant into a bank-owned house.

The DREAM Team was augmented by the right combination of a good property; an asset manager who was realistic about the market and wanted our buyer to succeed; a listing agent and his assistant who went to bat for us with the asset manager and our own teamwork. Aishma even got to keep the cute Halloween decorations the stager had put on the front porch!! (The stager is the listing broker's wife!)

Ms. Brittenbach took the occasion to express her delight at working with the housing authority and all the other professionals who participated in making this dream come true. "It was a joy to work with you and I hope we can do it again very soon!!" She acknowledged the challenge of placing a Section 8 Home Ownership Participant but acknowledged the reward. "I don't think there is anything in my work that is more satisfying than to see them succeed." Her commitment to her client continues, "Needless to say, I will be in close touch with Aishma in the days and weeks ahead to be sure she is getting settled and to be sure she gets off to a good start."

## ENERGY

All that follows is excerpted from the newsletter [EcoWise](#)

### Energy Performance Contracts Create Residents Employment Opportunities

Energy Performance Contracting by Housing Agencies (HAs) reached nearly \$500 million dollars in FY 07, benefiting residents with tremendous energy savings. Many also realized the added bonus of gainful employment, as HAs across the United States are finding that the labor intensiveness of most energy improvement contracts provide valuable job opportunities for residents. While residents earn a paycheck, the HAs achieve their goal of fostering resident self-sufficiency, as established by Section 3 of the Housing Act of 1968.

One such example is in Cleveland, Ohio, where the Cuyahoga Metropolitan Housing Authority (CMHA) is in the midst of a \$33.6 million Energy Performance Contract for nearly 7,000 residential housing units.

To reach the residents, CMHA required contractors to conduct "hiring halls" at each site to process applications and conduct interviews. By bringing the job applications to the residents, CMHA employed 80 resident workers from 24 different CMHA properties.

### MAINTENANCE CORNER

#### Bundle up with Heat Savings:

#### Energy Conservation Tips for winter

Energy prices are going up as the temperature cools down. Residents can conserve heat in their homes and save money on their utility bills using these simple tips:

- Lower the water heater thermostats to the lowest level that meets your hot water needs. Each decrease of 10 degrees saves five percent on water heating costs.
- Reduce your thermostat to the lowest comfortable setting. You can save an average of 3% for every 1° that you lower the thermostat setting. For example, if you normally keep your thermostat set at 75° all the time, and you lower it by 3° to 72°, you will save about 9% (3x3%) on your heating bill. In other words, you will save

about 9 cents for every dollar you spend on heating costs.

- Replace or clean furnace filters monthly or as recommended by the manufacturer.
- Clean warm-air registers, heat vents, baseboard heaters, and radiators frequently, and avoid them with furniture, carpeting, or drapes, thus trapping heat access to living spaces and potentially creating a fire hazard.
- Place heat-resistant radiator reflectors between exterior walls and radiators.

### Low Income Home Energy Assistance Program (LIHEAP) Grants Can Help Residents Save Money on Energy Bills

PHAs familiar with their state or county's eligibility criteria can also help residents apply for LIHEAP benefits. To qualify, most programs look at an applicant's income level, household size, and geographic area, among other factors. Residents can complete an application and submit it to a LIHEAP grantee with supporting documents including their social security number, proof of income and household residence, and copies of recent utility bills. Once selected, the resident will be notified by the grantee and given information about the transfer of benefits.

Interested? The following websites provide an explanation of the program:

[www.liheap.ncat.org/pubs/440.htm](http://www.liheap.ncat.org/pubs/440.htm) T  
<http://liheap.ncat.org/links.htm>

**HUD San Francisco**  
**Office of Public Housing**

**Welcomes**  
**Carol Joseph!**



The San Francisco Office of Public Housing welcomes our newest addition, Carol Joseph, Public Housing Revitalization Specialist (PHRS). Ms. Joseph joined our team on October 1, 2007. She has been a HUD employee for the past 19

years and hopes to bring a lot of HUD experience to her new position.

Ms. Joseph previously worked in the Office of Fair Housing and Equal Opportunity, Program Operations Branch, and has worked closely with many housing authorities and their staff over the years.

She is eager to begin her job, and looks forward to assisting housing authority staff by offering a fresh experience to the position of Public Housing Revitalization Specialist (PHRS). Ms. Joseph's is currently assigned to a portfolio of housing authorities with responsibility to the Section 8 Housing Choice Voucher Program. Carol can be reached at (510) 489-6455.

## Training

### Public Housing and Housing Choice Voucher Income and Rent Calculation On-line Course

The new Income and Rent Calculation On-line Course is now available. The course is designed to reduce income and rent errors. For information on how to register for this course, please email [RentCal@hud.gov](mailto:RentCal@hud.gov).

For audiences that have already registered, but have not completed or attempted the course, the Department strongly encourages you to do so.

## Public Housing Webcasts

[www.hud.gov/webcasts/archives/ph.cfm](http://www.hud.gov/webcasts/archives/ph.cfm)

**Subsidy and Grants Information System (SAGIS) Operating Fund Project Level Submissions, 12/12/2007** (1 hour, 30 minutes)

▶ [Without captions](#) ▶ [With captions](#)

**Disaster Housing Assistance, 11/8/2007** (1 hour, 30 minutes)

▶ [Without captions](#) ▶ [With captions](#)

**REAC: Housing Choice Vouchers, 11/6/2007**

▶ [Without captions](#) ▶ [With captions](#)

**Disaster Housing Assistance, 10/18/2007**

▶ [Without captions](#) ▶ [With captions](#)

## 2008 Notices First Quarter

Past PIH Notices: [2006](#) > [2005](#) > [2004](#) > [2003](#) > [2002](#) > [2001](#) > [2000](#) > [1999](#) > [1998](#) > [1997](#) > [1996](#) > [1994-1995](#)

| Notice                           | Issued/Expires                                 | Purpose   |
|----------------------------------|--|---|
| <a href="#">PIH 2007-31</a>      | Issued: Nov. 6, 2007<br>Expires: Nov. 30, 2008 | This Notice revises the Disaster Housing Assistance Program (DHAP) Operating Requirements to reflect that rental subsidy payments under DHAP will not commence until December 1, 2007. Previously, DHAP rental subsidy payments for the initial group of families transitioning from Federal Emergency Management Agency (FEMA) rental assistance to DHAP were scheduled to commence on November 1, 2007. FEMA will continue to make rental assistance payments (either directly or through FEMA's contractor Corporate Lodging Consultants (CLC)) on behalf of these families for November.[...] |
| <a href="#">PIH 2007-30 (HA)</a> | Issued: Oct. 24, 2007 Expires: Oct. 31, 2008   | This Notice encourages ENERGY STAR as the standard for Public Housing Agencies (PHAs), encourages PHAs to implement energy saving activities, and informs PHAs that ENERGY STAR expertise is available to provide valuable assistance for implementing energy conservation initiatives. [...]   |
| <a href="#">PIH 2007-29 (HA)</a> | Issued: Oct. 10, 2007 Expires: Oct. 31, 2008   | This Notice renews with significant changes the Form HUD-50058 assessment and sanctions process implemented under <a href="#">Notice PIH 2006-24</a> for the Housing Choice Voucher (HCV) program only as the assessment process is not applicable to the public housing program. [...]   |

### Addendum to Homeownership Section 32

Over the next year, our office will be promoting the Section 32 Homeownership Program to Low Rent Public Housing Agencies. This is part of HUD's FY 2008 Management Plan, so you may be hearing from us several different times in several different formats. A few PHAs already have successful Section 32 Programs in place or in development.

Please see the article in our soon-to-be-issued Newsletter giving basic information about the program. If you are interested in learning more about Section 32, you can call our office. If you are serious about starting up a program, we'll arrange for a conference call with the Special Applications Center which oversees Section 32. If there's enough interest, we will arrange with the SAC to have training provided somewhere in the Region.

At your convenience, please answer the following questions by email back to me:

1. Are you interested in learning more about the Section 32 Homeownership Program?
2. Are you interested in developing a Section 32 Homeownership Program in the next couple years?
3. Are you interested in Section 32 training provided by the SAC?

Thanks for your responses.

*Stephen Schmeller*

Director, Office of Public Housing