



Serving the Housing Needs
of Douglas County since 1976

Douglas County Housing Authority

5404 North 107 Plaza • Omaha, NE 68134-1100

Phone: (402) 444-6203 • Fax: (402) 444-6600

www.douglascountyhousing.com

November 4, 2011

Dear Resident/Client,

The DCHA is in the process of approving its FYE 2013 PHA Annual Plan documents. To notify all residents/clients the DCHA has posted this notice and copy of the FYE 2013 PHA Annual Plan documents. DCHA is seeking your comments on this plan, and are inviting you to attend the Public Hearing on December 15th at 5404 No. 107th Plaza at 6:00 PM.

HUD has been requiring public housing authorities to develop and submit Agency Plans since 1999. This year the DCHA is only required to submit the Annual Plan and supporting documents. This plan will include:

- Changes in plan elements (Revisions to Program Policies)
- Progress on Goals (Separate Document)
- Identified Housing Needs
- Strategy for Addressing Housing Needs
- Capital Improvements planned for a five year period (Separate Document)
- Report on any recommendations submitted by residents, the PHA's analysis of the recommendations and the decisions made on the resident recommendations.
- Several Certifications are required to be submitted with the plan

I welcome your comments and any recommendations you would like to provide. I would be happy to answer any questions you might have about the materials posted on the web site.

Sincerely,

Joan Bertolini, CEO



This institution is an equal opportunity housing provider and employer.

	<p>PHA Plan Update</p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: There have been no substantial changes to the PHA plan elements since the last Annual Plan was submitted. Minor changes in the ACOP and Administrative Plan are listed below:</p> <p>AMENDED: JANUARY 2011</p> <ul style="list-style-type: none"> <input type="checkbox"/> ACOP & Administrative Plan - Revised the Repayment Agreement– Added termination of assistance or lease for failure to report income a second time after allowing a Repayment Agreement for the first failure to report income. <input type="checkbox"/> Administrative Plan – Added a statement to terminate assistance for 2 consecutive failed HQS inspections. <p>AMENDED: FEBRUARY 2011</p> <ul style="list-style-type: none"> <input type="checkbox"/> Administrative Plan – Major revision provided by legal counsel to Project Based Voucher Program Process to update according to current regulations <p>AMENDED: MARCH 2011</p> <ul style="list-style-type: none"> <input type="checkbox"/> ACOP – Added exception to applicants disclosure of SSN <input type="checkbox"/> Administrative Plan – Added a preference for elderly/disabled and families with children <p>AMENDED: APRIL 2011</p> <ul style="list-style-type: none"> <input type="checkbox"/> ACOP – Added new criminal Background Check Policy – Added 200 preference points for working families and 100 preference points for disabled. – Added requirement for applicants for the single family houses to complete a Rent Wise Training program – Added a statement regarding a separate EIV policy – Clarified that Valley View and Benn View minimum rent is \$25, and that the Flat Rent only applies to the HUD low-Rent program participants – Revised to only allow pets as companion or assistance animals <input type="checkbox"/> Administrative Plan – Added a new criminal Background Check Policy – Indicated that there is a separate EIV policy <p>AMENDED: JULY 2011</p> <ul style="list-style-type: none"> <input type="checkbox"/> ACOP & Administrative Plan – Added a cause to terminate because of absence from unit beyond 180 consecutive calendar days <input type="checkbox"/> ACOP – Added a statement that DCHA will use EIV to conduct an existing tenant search <p>AMENDED: OCTOBER 2011</p> <ul style="list-style-type: none"> <input type="checkbox"/> Administrative Plan – Deleted Section 18.0 due to changes in regulations regarding limits in the use of Administrative Fee Reserves this section was no longer applicable.. <input type="checkbox"/> Administrative Plan – Deleted Section 21.0 since HUD merged the old Certificate program into the new HCV program this section was no longer applicable. <input type="checkbox"/> Administrative Plan – Added 22.0 Special Rules for the HUD-VASH Voucher Program, to address the special rules and waivers associated with this program. <p><u>Smoke Free Policy Revision:</u> The DCHA has notified its rental residents that effective January 1, 2012 there will be no smoking allowed in any dwelling unit, the common areas or on the grounds, except at the outdoor designated smoking area. At this time there are some residents who were grandfathered in when DCHA adopted a Smoke Free Policy on February 1, 2007. They were allowed to smoke by signing a waiver, but effective January 1, 2012 this exception has been removed as well as not allowing smoking on the grounds.</p> <p>All program policies are available for review at the central office at 5404 No. 107th Plaza, Omaha, NE</p> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions. The 5-Year and Annual PHA Plan is made available in a manual that is kept in the lobby area of the DCHA offices; it is posted in the community center of the one and only multi-unit complex, North Acres; and it will be posted on the DCHA Web Site once it is approved by the Board of Commissioners. The Fiscal Year Audit report for FYE 2011 is available on the DCHA web site and for review by request at the central office at 5404 No. 107th Plaza.</p>
	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. Include statements related to these programs as applicable. The DCHA does Project Base up to 20% of its allocated Tenant-Based vouchers. At this time that would mean DCHA could utilize 174 of its regular vouchers. This does not include the Mainstream Disabled Vouchers or the Family Unification vouchers.</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p>
8.3	<p>Capital Fund Financing Program (CFFP).</p> <ul style="list-style-type: none"> <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.

9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p><u>Housing Needs identified by the DCHA</u></p> <ol style="list-style-type: none"> 1. <i>A need for additional affordable rental housing units and preserving affordable rental stock</i> 2. <i>Families needing unification and better linkage of housing and supportive services.</i> 3. <i>Elderly persons needing support services to remain independent</i> 4. <i>Assessable housing for persons with physical disability</i> 5. <i>A need to increase homeownership opportunities</i>
9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p> <p><u>DCHA Strategies for addressing housing needs in its jurisdiction:</u></p> <ol style="list-style-type: none"> 1. <i>Increase Homeownership opportunities for Section 8 clients</i> 2. <i>Increase services to special needs population (elderly & disabled) living in DCHA properties</i> 3. <i>Make application for 50 additional FUP vouchers through the FY 2011 NOFA</i>
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>The DCHA recently did a presentation at the Local HUD Field Office. The progress on goals was part of the presentation. A separate document of the progress is being attached with this Annual Plan.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p><i>"A significant amendment and/or substantial deviation/modification to the 5- Year and Annual Plan are defined as any changes that are beyond required changes as identified in regulation and which require formal approval of the Board of Commissioners. Operations policies and amendments that require notification to housing assistance recipients are posted on the DCHA web site 30 days prior to effective date of the amendment or adoption. Policies and amendments requiring board approval are approved prior to the notification posting on the DCHA web site."</i></p>
11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <ol style="list-style-type: none"> (a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights) (b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) (c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) (d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) (e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. For the past several years the DCHA has not been able to get residents to join any type of Resident Advisory Committee or to attend a meeting to review the Draft Agency Plan. Our goal is to send a copy of the Draft Agency Plan and to all public housing residents asking for their comments on the plan. A copy of what was sent to the residents is on file for review. (g) Challenged Elements – The only challenge DCHA has is the lack of interest by public housing residents and Section 8 clients to participate in the agency annual plan process. DCHA believes that this is primarily due to the lack of interest (h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) (i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011

Part I: Summary		Locality (Omaha/Douglas/Nebraska)				<input checked="" type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
PHA Name/Number: Douglas County Housing Authority – NE153		Work Statement for Year 1 FFY 2012	Work Statement for Year 2 FFY 2013	Work Statement for Year 3 FFY 2014	Work Statement for Year 4 FFY 2015	Work Statement for Year 5 FFY 2016	
A.	Development Number and Name – PHA Wide NE153000006						
B.	Physical Improvements Subtotal		\$38,592.00	\$45,592.00	\$45,592.00	\$45,092.00	
C.	Management Improvements		\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	
D.	PHA-Wide Non-dwelling Structures and Equipment		\$6,500.00	\$6,500.00	\$6,500.00	\$7,000.00	
E.	Administration		\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	
F.	Other		-0-	-0-	-0-	-0-	
G.	Operations		\$45,000.00	\$38,000.00	\$38,000.00	\$38,000.00	
H.	Demolition						
I.	Development						
J.	Capital Fund Financing – Debt Service		-0-	-0-	-0-	-0-	
K.	Total CFP Funds		\$99,092	\$99,092	\$99,092	\$99,092	
L.	Total Non-CFP Funds						
M.	Grand Total	\$99,092	\$99,092	\$99,092	\$99,092	\$99,092	

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011

Work Statement for Year 1 FFY 2009	Work Statement for Year 2014 FFY 2013			Work Statement for Year: 2015 FFY 2014		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See Statement	NE153000006			NE153000006		
	PHA Wide Work Items:			PHA Wide Work Items:		
1465	• Kitchen Appliances	8	\$3,900	• Kitchen Appliances	6	\$2925
1450	• Fences & Landscaping	1	\$592	• Fences & Landscaping	1	\$567
	• Concrete & Asphalt Work	2	\$3,000	• Concrete & Asphalt Work	2	\$3000
1460	• Water Heaters	1	\$350	• Water Heaters	2	\$800
	• Decks & Porches	2	\$1000	• Decks & Porches	2	\$1000
	• Flooring (carpet & tile)	9	\$10000	• Flooring (carpet & tile)	9	\$10000
	• Painting (interior & exterior)	6	\$2600	• Painting (interior & exterior)	6	\$2600
	• Doors (interior & exterior)	1	\$200	• Doors (interior & exterior)	1	\$200
	• Rehab-Minor Equipment & Materials	3	\$450	• Rehab-Minor Equipment & Materials	5	\$750
	• Air Conditioners & Furnaces	6	\$16500	• Air Conditioners & Furnaces	6	\$18000
	• Siding or Stucco Repair	0	\$0	• Siding or Stucco Repair	1	\$5750
	• Windows & Panes	0	\$0	• Windows & Panes	0	\$0
	• Cabinets & Countertops	0	\$0	• Cabinets & Countertops	0	\$0
	• Roofs & Roof Repair	0	\$0	• Roofs & Roof Repair	0	\$0
	• Basement Finishing	0	\$0	• Basement Finishing	0	\$0
	•			•		
	•			•		
	•			•		
	Subtotal of Estimated Cost		\$38,592	Subtotal of Estimated Cost		\$45,592

Capital Fund Program—Five-Year Action Plan

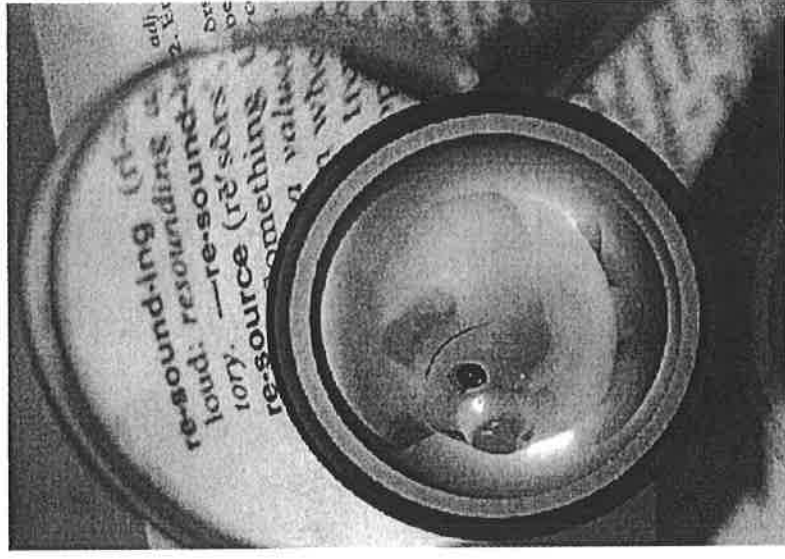
U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011

Work Statement for Year 1 FFY	Work Statement for Year 2016 FFY 2015			Work Statement for Year 2017 FFY 2016		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See Statement	NE153000006			NE153000006		
	PHA Wide Work Items:			PHA Wide Work Items:		
	• Kitchen Appliances	6	\$2925	• Kitchen Appliances	8	\$3825
	• Fences & Landscaping	1	\$417	• Fences & Landscaping	1	\$867
	• Concrete & Asphalt Work	2	\$3000	• Concrete & Asphalt Work	2	\$3500
	• Water Heaters	2	\$800	• Water Heaters	2	\$800
	• Decks & Porches	2	\$1000	• Decks & Porches	2	\$1200
	• Flooring (carpet & tile)	8	\$10700	• Flooring (carpet & tile)	9	\$11550
	• Painting (interior & exterior)	6	\$2800	• Painting (interior & exterior)	6	\$3000
	• Doors (interior & exterior)	1	\$200	• Doors (interior & exterior)	2	\$400
	• Rehab-Minor Equipment & Materials	5	\$750	• Rehab-Minor Equipment & Materials	5	\$750
	• Air Conditioners & Furnaces	6	\$18000	• Air Conditioners & Furnaces	6	\$18600
	• Siding or Stucco Repair	1	\$5000	• Siding or Stucco Repair	1	\$500
	• Windows & Panes	0	\$0	• Windows & Panes	0	\$0
	• Cabinets & Countertops	0	\$0	• Cabinets & Countertops	0	\$0
	• Roofs & Roof Repair	0	\$0	• Roofs & Roof Repair	0	\$0
	• Basement Finishing	0	\$0	• Basement Finishing	0	\$0
	•			•		
	•			•		
	Subtotal of Estimated Cost		\$45,592	Subtotal of Estimated Cost		\$45,092

Goal 1 - DCCHA will strive for long-term, competitive funding advantage as an affordable housing industry leader through expanding its awareness and utilization of all funding sources and leveraging its physical, financial, and human resources assets

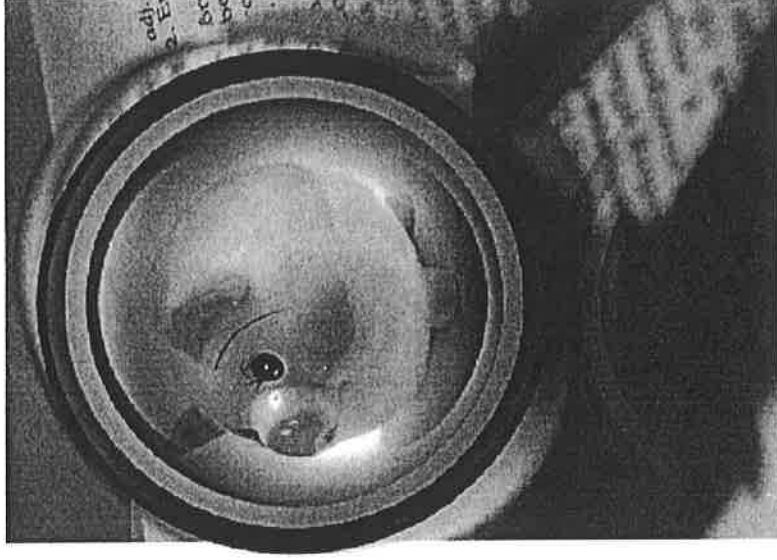
STRATEGIC GOAL #1 PROGRESS:

- DCCHA was awarded \$185,000 from a HUD Grant to provide services coordination for the elderly residents living in its low rent housing developments. The grant is for three (3) years and provides money to support the hiring of Coordinator and to pay for program costs.
- DCCHA acquired 99.99% ownership in a tax credit property that will allow the apartments to remain affordable to low income families for many years to come.
- DCCHA completed an additional CROWN development in Gretna to assist an underserved portion of Sarpy County. This project provided 15 single family houses in an undeveloped neighborhood that has since been fully developed by Celebrity Homes.
- Continuous review of financed projects to maintain the best interest rate and finance terms.
 - ✓ Currently obtaining a refinancing of PVA with a reduced interest rate from 6.25% to 5.50% and a 5 year extended maturity date.



STRATEGIC GOAL #1 PROGRESS:

- DCHA was awarded 50 FUP vouchers in August 2009 from HUD to assist families in reunification and to provide housing for youth exiting the Foster Care System.
- DCHA was asked by HUD to apply for 25 VASH Vouchers to assist homeless veterans. The vouchers were awarded effective August 1, 2011
- DCHA Finance Committee is moving toward expanding its role in order to focus on the implementation of this goal as part of their responsibility.
- Restructured the mission of the Finance Committee to expand on its historical work in monitoring budget figures, to include:
 - ✓ Looking at business models in determining investment or disinvestment in units
 - ✓ Monitoring financial conditions and business opportunities
 - ✓ Formulating a long-range business plan for financial sustainability
- Established a relationship with the Omaha Community Foundation on approaches to effective foundation funding.



Goal 2 - DCHA will collaborate with the political and affordable housing entities in the greater Omaha metro area in redefining the jurisdictional boundaries, identifying emerging housing needs, honing agency competency areas, seeking inter-governmental agreements, and reviewing office space options to be proactive in meeting the changing housing dynamics of the community

STRATEGIC GOAL #2 PROGRESS:

- Launched a collaborative initiative (board and staff retreat) with Omaha Housing Authority and Bellevue Housing Authority with a focus on leadership and to discuss opportunities for competencies sharing, issues resolution, ect.
- Scheduled a collaborative initiative (board and staff retreat) with Omaha Housing Authority and Bellevue Housing Authority for September 30, 2011 to discuss regional sustainability models and housing authority business partnership options.
- DCHA remodeled and updated the central office space, and established a Rental Housing Office in the North Acres community space to improve business efficiency and enhance customer service.
- Assisted in the Omaha Housing Authority CEO search and selection process through committee representation by the DCHA CEO.
- The CEO is working with a neighborhood association as a committee member to rewrite their covenants and by laws.

Goal 3 - DCHA will enhance the quality of its customer service by better understanding the demographic trends and patterns that impact on affordable housing and by better responding with housing and services that reflect these trends and patterns

STRATEGIC GOAL #3 PROGRESS:

- On an annual basis the DCHA provides a Customer Satisfaction Survey to residents and Section 8 clients to determine if customers are treated with respect and if they are satisfied with services provided.
- Awarded a Resident Services Grant from HUD to assist its elderly and disabled residents with support services that are critical to independent living and maintain a healthier lifestyle.
- The Resident Service Coordinator assisted 121 elderly/disabled residents with critical support services between 7/1/10 and 4/1/11. The types of services connections are summarized in the following table.

These Services are essential to the health and well being of the elderly and disabled PH residents living in DCHA dwelling units.

Assessment 96	Advocacy 33	Benefits/Entitlements/Insurance 50
Case Management 17	Conflict Resolution 41	Crisis Intervention/Support 47
Education/Employment 21	Family Support 36	Health Care Services 53
Housekeeping Services 41	Home Management/Finances 66	Lease Education 83
Meals 30	Mental Health Services 14	Monitoring Services 45
Substance Abuse 9	Alternative Housing 36	Transportation 16

Goal 4 - DCHA will expand its public image and agency profile through marketing and community engagement by its board and staff in communicating its vision, mission, values, and outcomes. DCHA will strengthen, and in some instances, formalize partnerships with key entities that impact on the agency and its programs

Strategic Goal #4 Progress:

- Briefed the Douglas County Board of Commissioners with a one hour presentation in the dCHA Strategic Plan.
- Provided briefings to multiple service clubs and organizations on the vision, mission and programs of the DCHA
- Represented DCHA nationally through the involvement of two board members on NAHRO National Committees.
- Represented DCHA nationally through the involvement of one board member as a NAHRO faculty instructor teaching multiple NAHRO courses.
- Represented DCHA in Nebraska through the involvement of one board member as an instructor for the NAHRO Commissioners Fundamentals course.
- Formulated partnerships that will facilitate improvement in the quality of life for DCHA residents.
- Added key community professionals to the three DCHA Committees.
- Celebrated the 35th anniversary of DCHA with a community event that was attended by more than three hundred participants.

Goal 5 - DCHA will ensure that its vision, mission, values, and strategic goals will be utilized by the Board in formulating board policies, strategic thinking, resource allocations, and performance evaluations of the Chief Executive Officer.

Strategic Goal #5 Progress:

- Formed a Strategic Planning and Board Policy Committee that tracks progress on the strategic plan, recommends new strategic planning initiatives, and forwards proposals for board policies to the Board of Commissioners.
- Completed a Strategic Plan in April of 2009, with a major update scheduled for 2012
- Formulated a Board Policy Manual that was adopted by the Board of Commissioners in June of 2010.
- Enhanced the ability of the Board of Commissioners to think strategically in its decision-making and problem-solving.
- Professional development training is included at each annual Board Retreat.
- Require DCHA commissioners to obtain the NAHRO Commissioners Fundamental training within the first year of appointment to the DCHA board, and encourage them to continue working toward obtaining the NAHRO Commissioners Certification.