

JONESBORO HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
TUESDAY NOVEMBER 15, 2016
AGENDA

1. Call to Order
2. Resolution to Approve September 20, 2016 Meeting Minutes
3. Tax Cut Credit Discussion
4. Semap Discussion
5. Executive Session if needed

November 15, 2016

ISSUE SUMMARY:

RESOLUTION TO APPROVE SEPTEMBER 20, 2016 MEETING MINUTES

FROM: PAUL G. WRIGHT, EXECUTIVE DIRECTOR

IMPORTANCE:

High

ACTION REQUIRED:

A Resolution is required to Approve Meeting Minutes for September 20, 2016

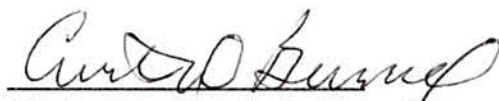
**HOUSING AUTHORITY OF THE CITY
OF JONESBORO, GEORGIA
COMMISSIONERS MEETING
SEPTEMBER 20, 2016**

The Board of Commissioners of the City of Jonesboro Housing Authority held their monthly meeting on September 20, 2016 at 6:00 PM. The meeting was held in the JHA conference room located at 207 Hightower Street, Jonesboro Georgia, 30236. Commissioner Chairman Curtis Burrell, Vice Commissioner Carol Cannon, Commissioner Therese Guidry, and Commissioner Allen Roark were present. Also in attendance were Ricky Clark, along with Robin Saxon/HCV tenant. Executive Director Paul Wright was present along with Financial Director Demetrice Mitchell. Dawne Jennings and Rebekah Lester were also in attendance to take minutes.

**RESOLUTION #971
RESOLUTION TO APPROVE AUGUST 16, 2016**

A Motion to Approve August 16, 2016 Meeting Minutes was made by Commissioner Therese Guidry and was seconded by Commissioner Carol Cannon. The Motion passed unanimously. **(RESOLUTION #971)**

BE IT RESOLVED, the Board of Commissioners of the HACJ do hereby Approve Meeting Minutes for August 16, 2016. **(Resolution #971)**


Chairman, Curtis D. Burrell


Executive Director, Paul G. Wright

**HOUSING AUTHORITY OF THE CITY
OF JONESBORO, GEORGIA
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RESOLUTION #972

**RESOLUTION TO APPROVE PROPOSED CHANGES IN 2017 ADMIN PLAN
(INTERIM CHANGES)**

A Motion to Approve proposed changes in 2017 Admin Plan (Interim Changes) was made by Commissioner Therese Guidry and was seconded by Commissioner Allen Roark. The Motion passed unanimously. **(RESOLUTION #972)**

BE IT RESOLVED, the Board of Commissioners of the HACJ do hereby Approve proposed changes in 2017 Admin Plan (Interim Changes). **(Resolution #972)**


Chairman, Curtis D. Burrell


Executive Director, Paul G. Wright

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RESOLUTION #973

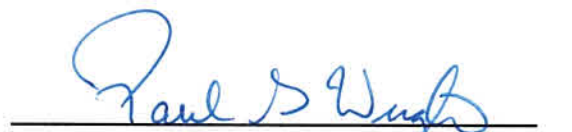
**RESOLUTION TO APPROVE REVISION OF PUBLIC HOUSING BUDGET
FOR FY 10/1/15 – 9/30/16**

A Motion to Approve revision of Public Housing Budget for FY 10/1/15 – 9/30/16 was made by Commissioner Carol Cannon and seconded by Commissioner Therese Guidry. The Motion passed unanimously.

(RESOLUTION #973)

BE IT RESOLVED, the Board of Commissioners of the HACJ do hereby Approve the revision of Public Housing Budget for FY 10/1/15 – 9/30/16


Chairman, Curtis D. Burrell


Executive Director, Paul G. Wright

**HOUSING AUTHORITY OF THE CITY
OF JONESBORO, GEORGIA
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SEPTEMBER 20, 2016**

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RESOLUTION #974

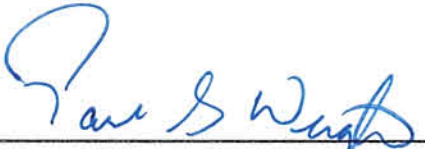
**RESOLUTION TO APPROVE PUBLIC HOUSING BUDGET FOR FY
10/1/16 – 9/30/17**

A Motion to Approve Public Housing Budget for FY 10/1/16 – 9/30/17 was made by Commissioner Carol Cannon and Commissioner Therese Guidry. The Motion passed unanimously.

(RESOLUTION #974)

BE IT RESOLVED, the Board of Commissioners of the HACJ do hereby Approve the Public Housing Budget for FY 10/1/16 – 9/30/17


Chairman, Curtis D. Burrell


Executive Director, Paul G. Wright

**HOUSING AUTHORITY OF THE CITY
OF JONESBORO, GEORGIA
COMMISSIONERS MEETING
SEPTEMBER 20, 2016**

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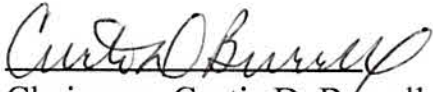
RESOLUTION #975

**RESOLUTION TO APPROVE REVISION OF SECTION 8 (HCV) BUDGET
FOR FY 10/1/15 – 9/30/16**

A Motion to Approve Revision of Section 8 (HCV) Budget for FY 10/1/15 – 9/30/16 was made by Commissioner Carol Cannon and was seconded by Commissioner Therese Guidry. The Motion passed unanimously.

(RESOLUTION #975)

BE IT RESOLVED, the Board of Commissioners of the HACJ do hereby Approve the Revision of Section 8 (HCV) Budget for FY 10/1/15 – 9/30/16


Chairman, Curtis D. Burrell


Executive Director, Paul G. Wright

**HOUSING AUTHORITY OF THE CITY
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COMMISSIONERS MEETING
SEPTEMBER 20, 2016**

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RESOLUTION #976

**RESOLUTION TO APPROVE SECTION 8 (HCV) BUDGET FOR FY 10/1/16 –
9/30/17**

A Motion to Approve Section 8 (HCV) Budget for FY 10/1/16 – 9/30/17 was made by Commissioner Carol Cannon and was seconded by Commissioner Therese Guidry. The Motion passed unanimously.

(RESOLUTION #976)

BE IT RESOLVED, the Board of Commissioners of the HACJ do hereby Approve the Section 8 (HCV) Budget for FY 10/1/16 – 9/30/17

Being no further business, a motion to adjourn was made by Commissioner Therese Guidry, and seconded by Commissioner Carol Cannon, the vote was unanimous and the meeting was adjourned.


Chairman, Curtis D. Burrell


Executive Director, Paul G. Wright



This summary is a proposal to the Mayor of City of Jonesboro and Board of Commissioners for City of Jonesboro Housing Authority also known as Jonesboro Housing Authority.

Special Projects Proposal for 2017

With our New Executive Director as well as New Board Members we would like to welcome you. We here at Jonesboro Housing Authority are looking forward to making some positive changes for our community in 2017. It is our goal to start working on establishing our non-profits immediately. JHA will need a 501©3 as well as a 501 ©4.

501©3: Organizations described in section 501(c)(3) are commonly referred to as *charitable organizations*. Organizations described in section 501(c)(3), other than testing for public safety organizations, are eligible to receive tax-deductible contributions in accordance with Code section 170.

501©4: Social welfare organizations: Civic leagues or organizations not organized for profit but operated exclusively for the promotion of social welfare, and
Local associations of employees, the membership of which is limited to the employees of a designated person(s) in a particular municipality, and the net earnings of which are devoted exclusively to charitable, educational or recreational purposes.

Detailed descriptions of the non-profits are attached. These non-profits are necessary to provide housing and outreach programs in areas that our Section 8 and Public Housing are currently unable to do. It is our future goal to provide tax credit apartments for low to moderate income, housing for seniors, shelters, transitional housing, food banks, clothing closets, and furniture banks just to name a few.

As we have visited other successful housing authorities that are doing such things aforementioned. We are excited about providing Clayton County with organizations that are in desperate need. Not only will we target housing and outreach programs, but will also create job security. Clayton County continues to "GROW" in a direction that is demanding change. We are asking for your permission to move forward by approving us to start our non-profit organizations.

Sincerely,

LaWanda Hughes

Special Programs Coordinator

The Difference between C3 & C4 Non-Profits

U.S. nonprofit, or 501(c), organizations enjoy several advantages over for-profit businesses. In general, all 501(c) corporations, funds and foundations are exempt from paying federal income taxes and certain other taxes. Some can accept tax-deductible contributions from donors and receive government grant funds. Title 25, Section 501(c) of the Internal Revenue Code creates several classes of tax-exempt organizations, including 501(c)(3) and 501(c)(4) nonprofits. Although these two kinds of nonprofit organizations are similar in many ways, they have distinct eligibility requirements and different restrictions on their activities.

Tax-Exempt Status

The Internal Revenue Code requires an organization seeking a 501(c) 3 or 501(c)4 exemption from federal income taxes to follow Internal Revenue Service (IRS) procedures to obtain either a determination letter or a ruling that recognizes the organization's tax-exempt status. An organization seeking (c)(3) status must file IRS Form 1023, and an organization seeking (c)(4) status must file IRS Form 1024. All 501(c)(3) and 501(c)(4) organizations must file annual forms with the IRS to maintain their tax-exempt status.

Eligibility

Nonprofit organizations must be organized and operated for one of the purposes or missions specified in Section 501. A 501(c)(3) organization must be operated exclusively for a charitable purpose, which includes such activities as providing relief for the poor, defending civil rights and advancing education, science or religion. The organization cannot distribute any net earnings to individuals or shareholders. The American Red Cross and the Salvation Army are among (c)(3) nonprofit organizations. A 501(c)(4) nonprofit entity must be operated exclusively for the promotion of social welfare. Certain local associations of employees also qualify as (c)(4) nonprofit organizations. Their net earnings must be devoted exclusively to charitable, educational or recreational purposes. The American Association of Retired Persons (AARP) and the National Rifle Association are among (c)(4) nonprofit organizations.

Donations

Organizations that qualify as 501(c)(3) nonprofits often are called charitable organizations. They are eligible to receive tax-deductible contributions under certain conditions. If, however, a (c)(3) nonprofit conducts testing for public safety organizations, it does not qualify for tax-deductible donations. In contrast, IRS regulations do not allow taxpayers who donate to 501(c)(4) nonprofit organizations to claim their contributions as deductions on their income tax returns.

Political Activities

IRS regulations prohibit 501(c)(3) nonprofit organizations from engaging in most political and legislative activities. A (c)(3) nonprofit may not participate in any campaign activity for or against political candidates. It may engage in certain nonpartisan educational and participation activities, such as sponsoring debates and voter registration campaigns. In contrast, IRS regulations allow a 501(c)(4) nonprofit organization to engage in some political and legislative activities. It may lobby for legislation essential to its social welfare mission. Its political activities cannot be its primary function, however, and the organization cannot advocate for or against a specific candidate. Expenditures that a (c)(4) organization makes on its political activities may be subject to taxation.

501 c 3

The Basics

Section 501(c)(3) is the portion of the US Internal Revenue Code that allows for federal tax exemption of nonprofit organizations, specifically those that are considered public charities, private foundations or private operating foundations. It is regulated and administered by the US Department of Treasury through the Internal Revenue Service. There are other 501(c) organizations, indicated by categories 501(c)(1) – 501(c)(28). This discussion will focus on 501(c)(3).

Qualifying Entities

Entities that can seek 501(c)(3) determination from the IRS include corporations, trusts, community chests, LLCs[1], and unincorporated associations. The overwhelming majority of 501(c)(3) organizations are nonprofit corporations.

Provisions Unique to 501(c)(3)

One of the most distinct provisions unique to Section 501(c)(3) organizations as compared with other tax exempt entities is the tax deductibility of donations. 26 U.S.C. § 170, provides a deduction, for federal income tax purposes, for some donors who make charitable contributions to most types of 501(c)(3) organizations[2].

Other unique provisions tend to vary by state. Like federal law, most states allow for deductibility for state income tax purposes. Also, many states allow 501(c)(3) organizations to be exempt from sales tax on purchases, as well as exemption from property taxes. Special nonprofit, bulk rate postage discounts are available from the Post Office to qualifying organizations.

Types of 501(c)(3) Organizations

501(c)(3) organizations fall into one of three primary categories: public charities, private foundations, and private operating foundations.

A public charity is generally defined by the IRS as “not a private foundation”. It receives a substantial portion of its revenue from the general public or from government. In order to remain a public charity (and not a private foundation), a 501(c)(3) must obtain at least 1/3 of its donated revenue from a fairly broad base of public support. Public support can be from individuals, companies and/or other public charities. Donations to public charities can be tax deductible to the individual donor up to 50% of the donor’s income[2,3]. Corporate limits are generally 10%[2,3]. In addition, public charities must maintain a governing body that is mostly made up of unrelated individuals[4]. Public charities are what most people recognize as those organizations with active programs. Examples include churches, benevolence organizations, animal welfare agencies, educational organizations, etc.

A private foundation is often referred to as a non-operating foundation, as in it typically does not have active programs. Revenue may come from a relatively small number of donors, even single donors. Private foundations are usually thought of as nonprofits which support the work of public charities through grants, though that is not always the case. Donations to private foundations can be tax deductible to the individual donor up to 30% of the donor's income[2,3]. Governance of a private foundation can be much more closely held than in a public charity. A family foundation is an example of a private foundation.

The third category is the least common: private operating foundation. These organizations often maintain active programs similar to public charities, but may have attributes (such as close governance) similar to a foundation. As such, private operating foundations are often considered hybrids. Most of the earnings must go to the conduct of programs. Donation deductibility is similar to a public charity[2,3].

Restrictions on Activities

501(c)(3) organizations are highly regulated entities. Strict rules apply to both the activities and the governance of these organizations. No part of the activities or the net earnings can unfairly benefit any director, officer, or any private individual, and no officer or private individual can share in the distribution of any of the corporate assets in the event the organization shuts down.

Further, lobbying, propaganda or other legislative activity must be kept relatively insubstantial[5]. Intervention in political campaigns or the endorsement/anti-endorsement of candidates for public office is strictly prohibited.

Obtaining 501(c)(3) Status

In order for a corporation or other qualifying entity to receive 501(c)(3) status, it must apply to the IRS for recognition by filing Form 1023 (or Form 1023-EZ), Application for Recognition of Tax Exemption. The application is a thorough examination of the organization's structure, governance and programs.

Compliance

Having 501(c)(3) status comes with compliance requirements, the most obvious of which is operating the organization within the IRS regulations. In addition, most organizations must file some version of Form 990 with the IRS each year. Additional compliance requirements exist at the state level.

501 c 4

What are 501(c)(4) social welfare organizations?

Section 501(c)(4) social welfare organizations are tax-exempt organizations that have as their primary purpose engaging in social welfare activities. Section 501(c)(4) defines social welfare organizations as:

Civic leagues or organizations not organized for profit but operated exclusively for the promotion of social welfare, or local associations of employees, the membership of which is limited to the employees of a designated person or persons . . . and the net earnings of which are devoted exclusively to charitable, educational, or recreational purposes.

See § 501(c)(4); Treas. Reg. § 1.501(c)(4)-1.

What is a social welfare activity?

Treasury Regulation § 1.501(c)(4)-1(a)(2)(i) provides that an organization qualifies as a § 501(c)(4) organization if "it is primarily engaged in promoting in some way the common good and general welfare of the people of the community. An organization embraced within this section is one which is operated primarily for the purpose of bringing about civic betterments and social improvements." Lobbying is considered a social welfare activity as long as it is related to the organization's exempt purpose.

Why doesn't political activity count as a social welfare function?

Treasury Regulation § 1.501(c)(4)-1(a)(2)(ii) provides that "the promotion of social welfare does not include direct or indirect participation or intervention in political campaigns on behalf of or in opposition to any candidate for public office." Lobbying and other activities to influence legislation are not considered political intervention.

How is intervention in a political campaign defined for tax purposes?

The IRS uses a facts and circumstances test to determine whether an organization is intervening in a political campaign. See Rev. Rul. 2007-41; Rev. Rul. 2004-06. The IRS indicated that key factors include: "1) whether the statement identifies one or more candidates for a give public office; 2) whether the statement expresses approval or disapproval for one or more candidates' positions and/or actions; 3) whether the statement is delivered close in time to the election; 4) whether the issue addressed in the communication has been raised as an issue distinguishing candidates for a given office; 5) whether the communication is part of an ongoing series of communications by the organization on the same issue that are made independent of the timing of any election; and 6) whether the timing of the communication and identification of the candidate are related to a non-electoral event such as a scheduled vote on specific legislation by an officeholder who also happens to be a candidate for public office." See Rev. Rule 2007-41. See also Rev. Rul. 2004-06 (listing other factors and examples).

Revenue Rule 2007-41 indicates, "A communication is particularly at risk of political campaign intervention when it makes reference to candidates or voting in a specific upcoming election."

What does it mean to be "tax-exempt"?

In this context, "tax-exempt" means that the organization is not taxed on its income. Contributions to 501(c)(4) organizations are not included in the organization's income and the organization is not taxed on income generated from activities related to its exempt function. Unlike 501(c)(3) charities, contributions to social welfare organizations are not tax deductible under § 170. (Businesses may be able to deduct some or all of dues paid to these organizations as ordinary and necessary business expenses under § 162).

Must a social welfare organization apply for recognition of 501(c)(4) tax-exempt status?

No. A social welfare organization is not required to file for tax-exempt status. It can be a "nondeclaring" social welfare organization. Even if an organization does not file for recognition, it is required to file a Form 990 information return. This return must be filed by the 15th day of the 5th month of the end of the taxable year. The organization can also seek a 6-month extension. Thus a social welfare organization may choose not to file an information return for 22.5 months after its creation. See Treas. Reg. § 1.6033-1(e).

What is a Form 990 and is it public?

A Form 990 is an information annual return filed by tax-exempt organizations. See § 6033. Organizations are required to make their Form 990s available to the public either by request or the organizations make the Form 990 widely available (for example by posting it on the Internet). See § 6104(a), (d). Although the Form 990 includes information regarding contributors who give at least \$5,000, that information is not made public. See § 6104(b).

Why do social welfare organizations file for recognition?

Although a social welfare organization is not required to file for recognition, many social welfare organizations seek recognition by filing Form 1024. The IRS lists several reasons why an organization may want to file for recognition, including: "1) public recognition of tax-exempt status; 2) exemption from certain state taxes; 3) nonprofit mailing privileges, etc." Organizations may also file because: 1) they believe they are required to do so; 2) it creates fewer administrative burdens when they later file administrative returns; and 3) it protects them from being redesignated as a § 527 political organization and thus subject to tax for failing to disclose. See FSA 200046038 (discussing problem of organizations filing Form 990 without having previously filed a Form 1024).

What are the filing obligations of social welfare organizations?

Social welfare organizations are required to file information returns on Form 990. This form is a public document and contains information about the organization's activities. The form also requires the organization to disclose donors who contributed \$5,000 or more. The information regarding donors is not included in the public disclosure. See §§ 6104, 6033, Treas. Reg. 1.6104(b)-1(b) (prohibiting disclosure of donor information on Form 990).

If the statutory language in section 501(c)(4) defines a social welfare organization as an organization exclusively engaged in social welfare activities, why is the standard used “primary” and not “exclusively”?

Treasury Regulation § 1.501(c)(4)-1 provides that a social welfare organization must be organized primarily for a social welfare function. The regulation expands the statutory definition. Specifically, Treasury Regulation § 1.501(c)(4)-1(a)(2)(i) provides “Promotion of social welfare—(i) In general. An organization is operated exclusively for the promotion of social welfare if it is primarily engaged in promoting in some way the common good and general welfare of the people of the community. An organization embraced within this section is one which is operated primarily for the purpose of bringing about civic betterments and social improvements.” Why would the regulation use “primary” when the statute

Why would the regulation use “primary” when the statute uses “exclusively”?

The goal of the regulatory regime is to provide entity recognition for organizations involved in various activities. If “exclusively” is interpreted literally, there is no organizational category for organizations that primarily engage in social welfare functions but also engage in some electoral activity. Because social welfare organizations were originally treated for tax purposes in a similar manner to political organizations, there was no reason to exclude social welfare organizations from engaging in some political activities.

What is a political organization?

A § 527 political organization is an organization “operated primarily for the purpose of directly or indirectly accepting contributions or making expenditures” to influence the “selection, nomination, election, or appointment of any individual to any Federal, State or local public office. . . .” See § 527.

What is the tax difference between social welfare organizations and political organizations?

While there are some small differences, the main distinction between political organizations and social welfare organizations is that political organizations are required to disclose contributions and expenditures. If political organizations decline to disclose, they are required to pay tax at the highest corporate rate on the exempt function income. See § 527(j)(1), (j)(3)(A), (j)(3)(B). Exempt function income includes contributions, membership dues, and proceeds from political fundraisers and bingo games. See § 527(c)

Are social welfare organizations subject to any disclosure obligations?

In addition to having to file the Form 990, social welfare organizations are required to comply with Federal Election Law. They must disclose amounts spent on express advocacy and electioneering communication. They do not, however, have to disclose donors unless the donation to the organization was made “for the purpose of” the election related activity. See Electioneering Communication, 72 FED. REG. 72899, 72911 (Dec. 26, 2007).

How do these rules apply to 501(c)(3) organizations (primarily churches, charities, and educational institutions)?

A § 501(c)(3) organization is prohibited from engaging in any activity that constitutes intervention in a political campaign. The IRS uses the same facts and circumstances discussed above for determining whether a § 501(c)(3) organization has intervened in a political campaign. See Rev. Rul. 81-95, Rev. Rul. 2004-6, and I.R.S. Priv. Ltr. Rul. 9652026.

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Paul Wright
(MNP718)
PIC Main

[SEMAP](#)[Logoff](#)

Assessment Profile	Reports	Submission		
List	Summary	Certification	Profile	Comments
Field Office:	4APH ATLANTA HUB OFFICE			
Housing Agency:	GA228 JONESBORO			
PHA Fiscal Year End:	9/30/2016			

OMB Approval No. 2577-0215

SEMAP CERTIFICATION (Page 1)

Public reporting burden for this collection of information is estimated to average 12 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. This agency may not conduct or sponsor, and you are not required to respond to, a collection of information unless it displays a currently valid OMB control number.

This collection of information is required by 24 CFR sec 985.101 which requires a Public Housing Agency (PHA) administering a Section 8 tenant-based assistance program to submit an annual SEMAP Certification within 60 days after the end of its fiscal year. The information from the PHA concerns the performance of the PHA and provides assurance that there is no evidence of seriously deficient performance. HUD uses the information and other data to assess PHA management capabilities and deficiencies, and to assign an overall performance rating to the PHA. Responses are mandatory and the information collected does not lend itself to confidentiality.

Check here if the PHA expends less than \$300,000 a year in federal awards ☐

Indicators 1 - 7 will not be rated if the PHA expends less than \$300,000 a year in Federal awards and its Section 8 programs are not audited for compliance with regulations by an independent auditor. A PHA that expends less than \$300,000 in Federal awards in a year must still complete the certification for these indicators.

Performance Indicators**1 Selection from Waiting List (24 CFR 982.54(d)(1) and 982.204(a))**

a. The HA has written policies in its administrative plan for selecting applicants from the waiting list.

PHA Response ☒ Yes ☐ No

b. The PHA's quality control samples of applicants reaching the top of the waiting list and admissions show that at least 98% of the families in the samples were selected from the waiting list for admission in accordance with the PHA's policies and met the selection criteria that determined their places on the waiting list and their order of selection.

PHA Response ☒ Yes ☐ No

2 Reasonable Rent (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)

a. The PHA has and implements a reasonable written method to determine and document for each unit leased that the rent to owner is reasonable based on current rents for comparable unassisted units (i) at the time of initial leasing, (ii) before any increase in the rent to owner, and (iii) at the HAP contract anniversary if there is a 5 percent decrease in the published FMR in effect 60 days before the HAP contract anniversary. The PHA's method takes into consideration the location, size, type, quality, and age of the program unit and of

similar unassisted units and any amenities, housing services, maintenance or utilities provided by the owners.

PHA
Response ☒ Yes ☐ No

b. The PHA's quality control sample of tenant files for which a determination of reasonable rent was required to show that the PHA followed its written method to determine reasonable rent and documented its determination that the rent to owner is reasonable as required for (check one):

PHA
Response ☐ At least 98% of units sampled ☒ 80 to 97% of units sampled
☐ Less than 80% of units sampled

3 Determination of Adjusted Income (24 CFR part 5, subpart F and 24 CFR 982.516)

The PHA's quality control sample of tenant files show that at the time of admission and reexamination, the PHA properly obtained third party verification of adjusted income or documented why third party verification was not available; used the verified information in determining adjusted income; properly attributed allowances for expenses; and, where the family is responsible for utilities under the lease, the PHA used the appropriate utility allowances for the unit leased in determining the gross rent for (check one):

PHA
Response ☒ At least 90% of files sampled ☐ 80 to 89% of files sampled
☐ Less than 80% of files sampled

4 Utility Allowance Schedule (24 CFR 982.517)

The PHA maintains an up-to-date utility schedule. The PHA reviewed utility rate data that it obtained within the last 12 months, and adjusted its utility allowance schedule if there has been a change of 10% or more in a utility rate since the last time the utility allowance schedule was revised.

PHA
Response ☒ Yes ☐ No

5 HQS Quality Control (24 CFR 982.405(b))

The PHA supervisor (or other qualified person) reinspected a sample of units during the PHA fiscal year, which met the minimum sample size required by HUD (see 24 CFR 985.2), for quality control of HQS inspections. The PHA supervisor's reinspected sample was drawn from recently completed HQS inspections and represents a cross section of neighborhoods and the work of cross section of inspectors.

PHA
Response ☒ Yes ☐ No

6 HQS Enforcement (24 CFR 982.404)

The PHA's quality control sample of case files with failed HQS inspections shows that, for all cases sampled, any cited life-threatening HQS deficiencies were corrected within 24 hours from the inspection and, all other cited HQS deficiencies were corrected within no more than 30 calendar days from the inspection or any PHA-approved extension, or, if HQS deficiencies were not corrected within the required time frame, the PHA stopped housing assistance payments beginning no later than the first of the month following the correction period, or took prompt and vigorous action to enforce the family obligations for (check one):

PHA
Response ☒ At least 98% of cases sampled ☐ Less than 98% of cases sampled

7 Expanding Housing Opportunities.**(24 CFR 982.54(d)(5), 982.153(b)(3) and (b)(4), 982.301(a) and 983.301(b)(4) and (b)(12))**

Applies only to PHAs with jurisdiction in metropolitan FMR areas

Check here if not applicable ☐

a. The PHA has a written policy to encourage participation by owners of units outside areas of poverty or minority concentration which clearly delineates areas in its jurisdiction that the PHA considers areas of poverty or minority concentration, and which includes actions the PHA will take to encourage owner participation.

PHA
Response ☒ Yes ☐ No

b. The PHA has documentation that shows that it took actions indicated in its written policy to encourage participation by owners outside areas of poverty and minority concentration.

PHA
Response ☒ Yes ☐ No

c. The PHA has prepared maps that show various areas, both within and neighboring its jurisdiction, with housing opportunities outside areas of poverty and minority concentration; the PHA has assembled information about job opportunities, schools and services in these areas; and the PHA uses the maps and related information when briefing voucher holders.

PHA
Response ☒ Yes ☐ No

d. The PHA's information packet for certificate and voucher holders contains either a list of owners who are willing to lease, or properties available for lease, under the voucher program, or a list of other organizations that will help families find units and the list includes properties or organizations that operate outside areas of poverty or minority concentration.

PHA
Response ☒ Yes ☐ No

e. The PHA's information packet includes an explanation of how portability works and includes a list of neighboring PHAs with the name, address and telephone number of a portability contact person at each.

PHA
Response ☒ Yes ☐ No

f. The PHA has analyzed whether voucher holders have experienced difficulties in finding housing outside areas of poverty or minority concentration and, where such difficulties were found, the PHA has considered whether it is appropriate to seek approval of exception payment standard amounts in any part of its jurisdiction and has sought HUD approval when necessary.

PHA
Response ☐ Yes ☒ No

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Paul Wright
(MNP718)
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SEMAP
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ASSESSMENT Reports Submission

List Summary Certification Profile Comments
Field Office: 4APH ATLANTA HUB OFFICE
Housing Agency: GA228 JONESBORO
PHA Fiscal Year End: 9/30/2016

SEMAP CERTIFICATION (Page 2)

Performance Indicators

8 Payment Standards(24 CFR 982.503)

The PHA has adopted current payment standards for the voucher program by unit size for each FMR area in the PHA jurisdiction and, if applicable, for each PHA-designated part of an FMR area, which do not exceed 110 percent of the current applicable FMR and which are not less than 90 percent of the current FMR (unless a lower percent is approved by HUD). (24 CFR 982.503)

PHA Response

☒ Yes ☐ No

FMR Area Name Atlanta-Sandy Spring

FMR 1 of 1

Enter current FMRs and payment standards (PS)

0-BR FMR	764	1-BR FMR	820	2-BR FMR	949	3-BR FMR	1253	4-BR FMR	1532	
PS	688	PS	738	PS	854	PS	1128	PS	1379	
								Save	Add	Delete

If the PHA has jurisdiction in more than one FMR area, and/or if the PHA has established separate payment standards for a PHA-designated part of an FMR area, add similar FMR and payment standard comparisons for each FMR area and designated area.

9 Timely Annual Reexaminations(24 CFR 5.617)

The PHA completes a reexamination for each participating family at least every 12 months.(24 CFR 5.617)

PHA Response

☒ Yes ☐ No

10 Correct Tenant Rent Calculations(24 CFR 982, Subpart K)

The PHA correctly calculates tenant rent in the rental certificate program and the family rent to owner in the rental voucher program (24 CFR 982,Subpart K)

PHA Response

☒ Yes ☐ No

11 Pre-Contract HQS Inspections(24 CFR 982.305)

Each newly leased unit passes HQS inspection before the beginning date of the assisted lease and HAP contract.(24 CFR 982.305)

PHA Response

☒ Yes ☐ No

12 Continuing HQS Inspections(24 CFR 982.405(a))

The PHA inspects each unit under contract as required (24 CFR 982.405(a))

PHA Response

☒ Yes ☐ No

13 Lease-Up

The PHA executes assistance contracts on behalf of eligible families for the number of units that has been under budget for at least one year. The PHA executes assistance contracts on behalf of eligible families for the number of units that has been under budget for at least one year

PHA Response

☒ Yes ☐ No

14 Family Self-Sufficiency (24 CFR 984.105 and 984.305)

14a.Family Self-Sufficiency Enrollment. The PHA has enrolled families in FSS as required.

Applies only to PHAs required to administer an FSS program.

Check here if not applicable ☐

a. Number of mandatory FSS slots (Count units funded under the FY 1992 FSS incentive awards and in FY 1993 and later through 10/20/1998. Exclude units funded in connection with Section 8 and Section 23 project-based contract terminations; public housing demolition, disposition and replacement; HUD multifamily property sales; prepaid or terminated mortgages under section 236 or section 221(d)(3); and Section 8 renewal funding. Subtract the number of families that successfully completed their contracts on or after 10/21/1998.)

Or, Number of mandatory FSS slots under HUD-approved exception (If not applicable, leave blank)

b. Number of FSS families currently enrolled

c. Portability: If you are the initial PHA, enter the number of families currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

Percent of FSS slots filled (b+c divided by a) (This is a nonenterable field. The system will calculate the percent when the user saves the page)

14b. Percent of FSS Participants with Escrow Account Balances. The PHA has made progress in supporting family self-sufficiency as measured by the percent of currently enrolled FSS families with escrow account balances. (24 CFR 984.305)

Applies only to PHAs required to administer an FSS program

Check here if not applicable ☐

PHA

Response

☒ Yes ☐ No

Portability: If you are the initial PHA, enter the number of families with FSS escrow accounts currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

15 Deconcentration Bonus

The PHA is submitting with this certification data which show that :

(1) Half or more of all Section 8 families with children assisted by the PHA in its principal operating area resided in low poverty census tracts at the end of the last PHA FY;

(2) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area during the last PHA FY is atleast two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the last PHA FY; or

(3) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area over the last two PHA FY is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the second to last PHA FY.

PHA Response

☐ Yes ☒ No

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SEMAP Indicator #1

10/1/2015 - 9/30/2016

Sample Size = 5	Random Values	App ID	Full Name	SSN	Tenant Address	Orig. Date	Status Date	Move-In Date	Points	Num Days	Verified
1	0.059050279	-20975	Williams, Kenya C	9626	9402 Haley Court Jonesboro, GA 30238	4/9/2008 0.00	1/16/2013	10/6/2015	60	2736	✓
2	0.119188995	-21021	Wade, Crystal	4835	926 Irontate Blvd Jonesboro, GA 30238	4/17/2008 0.00	4/8/2014	10/1/2015	60	2723	✓
3	0.12243232	-21444	Boden, Maria L	9751	6728 Tara Blvd #6D Jonesboro, GA 30236	12/9/2008 14.00	4/3/2013	5/23/2016	160	2721	✓
4	0.125901249	-21449	Westmoreland, Josette S	8538	664 Lily Court Jonesboro, GA 30238	12/16/2008 0.00	10/30/2013	5/1/2016	160	2693	✓
5	0.262099175	-21099	White, Carol	5128	2387 Brianna Dr Hampton, GA 30228	5/12/2008 0.00	5/13/2013	4/13/2016	160	2883	✓
6	0.276611209	-21248	Reed, Rakasha	3757	1610 Fairway Pointe Drive Riverdale, GA 30	7/7/2008 14.30	6/19/2013	4/13/2016	160	2836	
7	0.284230403	-20958	Phillips, Shantanda	6862	2070 Lake Harbin Rd Apt N3 Morrow, GA 3	3/31/2008 0.00	5/21/2013	10/12/2015	60	2751	
8	0.287631717	-21204	Fields, Alice	3146	2261 Brookgate Way Ellenwood, GA 30294	6/18/2008 0.00	4/9/2014	4/1/2016	160	2844	
9	0.295961324	-21422	McDonald, Roxine	5197	746 Garden Walk Drive D-14 College Park, G	11/11/2008 14.00	1/22/2014	8/19/2016	160	2837	
10	0.316427945	-21326	Knox, Shuntarius N	9273	1214 Branchfield Court Jonesboro, GA	9/11/2008 9.00	3/18/2013	6/7/2016	160	2826	
11	0.32934701	-20903	Turner, Cicely	9607	7545 Tara Road 309 Jonesboro, GA 30236	3/20/2008 0.00	4/9/2008	10/20/2015	60	2770	
12	0.34825534	-20957	Thomas, Tabitha	9696	3605 Southlake Cove Court Jonesboro, GA 3	3/25/2008 0.00	1/8/2014	10/1/2015	60	2746	
13	0.390687848	-21390	Brooks, Jahnya S	715	10965 Big Sky Drive Hampton, GA 30228	10/16/2008 11.00	2/8/2013	7/13/2016	160	2827	
14	0.418541938	-21461	Perry, Shantana A	6048	3017 Deerfield Way Rex, GA 30273	1/8/2009 0.00	8/14/2013	4/1/2016	160	2642	
15	0.424833018	-21255	Smith, Veronica	39	408 Fairway Pointe Drive Riverdale, GA 302	7/7/2008 14.15	4/16/2014	7/15/2016	160	2929	
16	0.45695996	-20579	Lewis, Amanda	8848	2079 Joy Lake Road Morrow, GA 30280	12/20/2007 10.30	2/20/2013	4/27/2016	160	3051	
17	0.595599507	-21139	Davis, Sharon D	7535	1309 Magnolia Circle Jonesboro, GA 30236	5/28/2008 11.00	7/16/2013	6/30/2016	160	2955	
18	0.64043391	-21391	Newton, Shenicka	6851	8640 Woodside Lane Jonesboro, GA 30236	10/16/2008 0.00	2/7/2014	5/1/2016	160	2754	
19	0.67072124	-21018	Bank, Natasha	9308	201 Antebellum Court Riverdale, GA 30274	4/17/2008 0.00	4/23/2014	1/1/2016	160	2815	
20	0.703966125	-21028	Terry, Marilyn L	7754	235 Roberts Road 4-F Riverdale, GA 30274	4/23/2008 0.00	4/9/2014	10/29/2015	160	2745	
21	0.715890315	-21262	Hudson, Shameka	5208	226 Shennandoah Drive Riverdale, GA 30274	7/11/2008 10.30	3/20/2013	7/1/2016	160	2867	
22	0.723757361	-21201	Lewis, Shanockle	8016	252 Concord Ln Jonesboro, GA 30238	6/18/2008 0.00	7/10/2013	3/24/2016	160	2836	
23	0.768288736	-21348	Richardson, Donia I	2907	972 Maple Leaf Ridge Jonesboro, GA 30236	9/16/2008 0.00	5/17/2013	4/15/2016	160	2768	
24	0.883190201	-21145	Greene, Lakisha	9661	7545 Tara Road #302 Jonesboro, GA 30236	5/30/2008 0.00	3/6/2014	5/6/2016	160	2888	
25	0.88586228	-1294	King, Patricia D	3848	3715 Fay Drive Rex, GA 30273	1/20/2009 10.00	5/22/2013	4/8/2016	170	2635	
26	0.937411218	-20761	Collier, Veronica	6099	4241 Hendrix Dr #m-3 Forest Park, GA 302	2/18/2008 0.00	12/22/2014	2/1/2016	160	2895	
27	0.938220291	-20940	Wyche, Shawanda	8501	5048 Old Dixie Hwy #18 Forest Park, GA 30	4/3/2008 0.00	5/15/2013	5/20/2016	160	2969	
28	0.963097892	-20969	Shaw, Kathryn	3985	2225 Omaha Court Jonesboro, GA 30236	4/8/2008 0.00	5/17/2013	12/1/2015	160	2793	
29	0.996506252	-21083	Shannon, Bridget	3920	7545 Tara Road #810 Jonesboro, GA 30236	5/22/2008 0.00	5/17/2013	8/1/2016	160	3013	

29

Average Days:

2,819.93

✓	5
✗	0

✓	100.00%
✗	0.00%

10/1/2015 - 9/30/2016

Sample Size = 31	Random Values	Last Name	First Name	M.I.	Soc Sec #	Port Status	Move In	Address	City	County	Zip	Staff Assigned	Recent Month	Recent Due	Last Recent	Verified
1	0.00051844	Minnifield	Charon		254-35-5714	Not	3/25/2015	7477 Windgate Court	Riverdale	Clayton	30274	thuch	Apr	4/1/2017	4/1/2016	✓
2	0.00131499	Rancharan	Teresia	R	177-56-4419	Not	4/1/2014	1757 Tilden Ave	Jonesboro	Clayton	30236	Idennis	Aug	8/1/2017	8/1/2016	✓
3	0.00136325	Lewis	Shanockle		258-31-8016	Not	3/24/2016	252 Concord Ln	Jonesboro	Clayton	30238	thuch	Mar	3/1/2017	3/24/2016	✓
4	0.00141824	Fort	Kyee		064-58-9112	Not	11/5/2015	688 Redland Dr	Jonesboro	Clayton	30238	sarcher	Nov	11/1/2017	11/1/2016	✓
5	0.00156693	Rabb	Veronica		452-61-1187	Not	4/1/2015	5736 EAGLES FEATHER LN	Riverdale	Clayton	30274	Idennis	Apr	4/1/2017	4/1/2016	✓
6	0.00174449	Maxwell	Debbie		331-70-2061	Not	10/1/2015	537 Roxbury Drive	Riverdale	Clayton	30274	thuch	Oct	10/1/2017	10/1/2016	✓
7	0.00187712	Turner	Queen		255-78-5945	Not	9/1/2016	3394 Mt Zion Rd #02-104	Stockbridge	Clayton	30281	Idennis	Oct	10/1/2017	10/1/2016	✓
8	0.00188074	Fambro	Regina	N	309-68-3627	Not	11/1/2013	6439 Kings Way	Riverdale	Clayton	30296	sarcher	Nov	11/1/2017	11/1/2016	✓
9	0.00281345	Sampson	India		022-54-3629	Not	5/1/2016	1388 Hatchcoover Cir	Jonesboro	Clayton	30238	Idennis	Jan	1/1/2017	1/1/2016	✓
10	0.00289867	McCoy	Cheremour	P	320-84-2280	Not	7/1/2015	2320 COACH WAY	Jonesboro	Clayton	30236	thuch	Jul	7/1/2017	7/1/2016	✗
11	0.00429854	Tran	Ri		252-95-9095	Not	4/1/2014	1625 Conley Road Apt 220	Conley	Clayton	30288	Idennis	Apr	4/1/2017	4/1/2016	✓
12	0.00533594	Brown	Frances	R	259-60-0481	Not	12/15/2015	2070 Lake Harbin Rd Apt K-1	Morrow	Clayton	30260	sarcher	Jan	1/1/2017	1/1/2016	✓
13	0.00538251	Perkins	Kasey		366-90-2881	Not	10/8/2016	8072 Woodlake Drive	Riverdale	Clayton	30274	Idennis	Oct	10/1/2017	5/1/2016	✓
14	0.00540674	Thippen	Lashonda		276-82-4891	Port-In	5/1/2014	1403 Pebble Ridge Lane	Hampton	Clayton	30228	sbellamy	May	5/1/2017	5/1/2016	✓
15	0.00593994	Carter	Ashley		367-06-2847	Not	12/1/2013	822 Briarrock Ct	Jonesboro	Clayton	30238	sarcher	Dec	12/1/2017	12/1/2016	✗
16	0.00768738	Plummer	Carliele		180-54-8051	Not	10/1/2016	242 Rountree Road	Riverdale	Clayton	30274	Idennis	Oct	10/1/2017	10/1/2016	✓
17	0.00879231	Williams	Samantha	C	568-73-6921	Port-In	2/4/2016	6543 Demere Drive	Morrow	Clayton	30260	sbellamy	Feb	2/1/2017	2/1/2016	✓
18	0.00887874	Willson	Shantila	D	267-83-3778	Not	5/1/2016	10580 Sandpiper Rd	Jonesboro	Clayton	30238	Idennis	Nov	11/1/2017	11/1/2016	✗
19	0.01054081	Curtis	Vanessa		255-27-5560	Not	2/1/2016	4233 Jonesboro Road g-6	Forest Park	Clayton	30297	sarcher	Sep	9/1/2017	9/1/2016	✓
20	0.01086713	Peavy	Matrese		255-33-2472	Not	10/1/2013	5757 Dunwoody Drive	Forest Park	Clayton	30297	Idennis	Oct	10/1/2017	10/1/2016	✓
21	0.01180013	Wallace	Jerome		256-94-8585	Not	10/1/2016	4735 Courtney Dr. Apt. D-3	Forest Park	Clayton	30297	Idennis	Oct	10/1/2017	10/1/2016	✗
22	0.01197656	Hyder	Rachel		256-27-4669	Not	8/1/2013	2808 Somerton Dr	Morrow	Clayton	30260	thuch	Aug	8/1/2017	8/1/2016	✓
23	0.01201633	Campbell	Lea		066-48-4289	Not	10/23/2015	7756 Bernardo Dr	Riverdale	Clayton	30296	sarcher	Oct	10/1/2017	10/1/2016	✓
24	0.01236711	Stewart	Kenneth		286-68-4663	Port-In	5/1/2015	7090 SIR GALAHAD WAY	Jonesboro	Clayton	30236	sbellamy	May	5/1/2017	5/1/2016	✓
25	0.01299699	Jones	Tammy	L	551-77-0506	Not	2/1/2016	950 Lake Ridge Pkwy, 6106	Riverdale	Clayton	30296	thuch	Nov	11/1/2017	11/1/2016	✓
26	0.01361017	Linebarger	Levy		239-04-1403	Port-In	10/16/2015	6309 Stillwater Dr.	Riverdale	Clayton	30274	sbellamy	Oct	10/1/2016	10/16/2015	✓
27	0.01363379	Barber	Ethel		259-62-7523	Not	10/1/2015	976 Forest Ave A-1	Forest Park	Clayton	30297	sarcher	Mar	3/1/2017	3/1/2016	✓
28	0.01381551	Allen	Carmelatha	G	405-31-7024	Not	3/9/2015	9393 Windy Court	Jonesboro	Clayton	30238	sarcher	Apr	4/1/2017	4/1/2016	✓
29	0.01490751	Kamara	Ultimatu		003-94-4758	Not	6/26/2015	158 LEXINGTON CT	Riverdale	Clayton	30274	thuch	Jul	7/1/2017	7/1/2016	✓
30	0.01550824	Thompson	Willie		261-11-0636	Not	9/1/2016	4950 Governors Drive #2206	Forest Park	Clayton	30287	Idennis	Sep	9/1/2017	9/1/2016	✓
31	0.01606546	Torrence	Marquita	L	258-69-5420	Not	9/15/2015	7095 Brookview Way	Riverdale	Clayton	30274	Idennis	Oct	10/1/2017	10/1/2016	✓
																27
																4
																87.10%
																12.90%

10/1/2015 - 9/30/2016

	x
	0.00%

[illegible]

Indicator #	Previous Rating 2015	Current Rating 2016
1	15	15
2	20	20
3	0	15
4	5	5
5	5	5
6	10	10
7	0	0
8	5	5
9	10	10
10	5	5
11	5	5
12	10	10
13	20	20
14	8	10
Bonus	0	0
Points Earned	118	135

Total Possible Points: 145

Overall Score (in %): 81% 93%