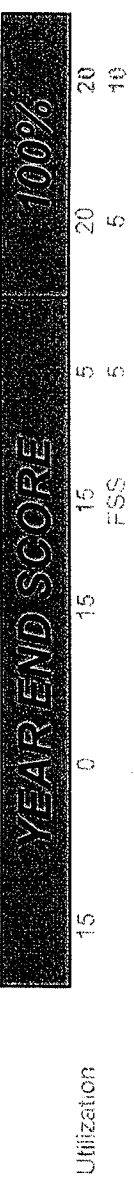


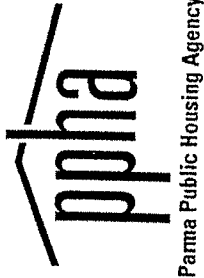
Parma Public Housing Authority SEMAP Report

COMPREHENSIVE SEMAP SCORE SUMMARY

Fiscal Year 2012

SEMAP Indicator	Sample Size	# Compliant	Compliance Rate	Maximum Points	Monthly Points	YR END EST. POINTS
1. Waiting List	17	17	100%	15	15	15
2. Reasonable Rent	9	9	100%	20	20	20
3. Determination of Adjusted Income	15	15	100%	20	20	20
4. Utility Allowance Schedule	1	1	100%	5	5	5
5. HQS Quality Control Inspections	30	30	100%	5	5	5
6. HQS Enforcement	30	30	100%	10	10	10
<i>Non-Emergencies (Annuals & Specials)</i>	25	25	100%			0
<i>Emergencies</i>	5	5	100%			0
7. Expanding Housing Opportunities	n/a	1	100%	5	5	5
8. Payment Standards	*	1	100%	5	5	5
9. Annual Re-examinations	*	100%	100%	10	10	10
10. Correct Tenant Rent Calculations	*	100%	100%	5	5	5
11. Pre-contract HQS Inspections	*	100%	100%	5	5	5
12. Annual HQS Inspections	*	100%	100%	10	10	10
		UNIT UTILIZATION	BUDGET UTILIZATION			0
	*	96%	101%	20	20	20
		% FAMILIES	% ESCROW			0
14. Family Self Sufficiency	*	116%	66%	10	10	10
			Total Points:	145	145	145
15. Deconcentration Bonus			0%	5	0	
				Total Points Including Bonus:	150	145





Panna Public Housing Agency

SEMAP MANAGEMENT REPORT

Fiscal Year 2012

INDICATOR (A/1): SELECTION FROM THE WAITING LIST 24CFR 982.54 (D)(1) & 982.204(A)

The Program Manager is solely responsible for this SEMAP indicator. The Program Manager ensures that PPHA has written policies in its administrative plan for selecting applicants from the waiting list and that these policies are being followed when selecting applicants for admission from the waiting list.

Upon the annual review of Indicator 1, the PPHA obtained a score of 100% for FY 2012 of the files audited.

The Program Administrator drew the sample from new admissions and applicants that rose to the top of the wait list totaling (652) files. The Program Administrator reviewed a total of (17) files, (2) from new admissions and (15) from applicants who had risen to the top of the waiting list. Of this sample, 17/17 files were correctly pulled from the waiting list. The applicants were selected following PPHA's Administrative Plan in accordance with its referral policy.

The Program Manager met the indicator with 100% compliance based on the FY 2012 sample. PPHA earns (15) points assigned to this indicator for this reporting period.

SEMAP Indicator 1: Selection From Waiting List					
FY 2012					
FY 15/15					
January 15/15	February 15/15	March 15/15	April 15/15	May 15/15	June 15/15
July 15/15	August 15/15	September 15/15	October 15/15	November 15/15	December 15/15

INDICATOR (B/2): REASONABLE RENT

24 CFR 982.507

The responsibility of this indicator is the responsibility of the Program Manager. The Executive Director is responsible for maintaining a written rent reasonableness methodology that is in compliance with HUD regulations and that this methodology is being followed at the time of processing initial leasing (move in), rental adjustments and a 5% or more increase in the FMR.

The Executive Director certifies that it has a rent reasonableness methodology in its Administrative Plan. The universe for FY 2012 was taken from (102) New Admissions, (40) Other Changes of Unit, (7) Portability Move-Ins, (54) Rent Increases, and (0) FMR Decreases making the universe (203).

The Program Administrator reviewed a total of (9) files. 9/9 files met compliance.

The Program Manager earned **100%** compliance therefore the PPHA earns **20** points assigned to this indicator.

NOTE: PPHA has hired a new contractor MVP (Market Vision Partners) to provide Rent Reasonable testing. This is the same company that CMHA is currently using. MVP implemented this system on August 12, 2005.

SEMAP Indicator 2: Rent Reasonableness					
FY 2012					
FYE 20/20					
January 20/20	February 20/20	March 20/20	April 20/20	May 20/20	June 20/20
July 20/20	August 20/20	September 20/20	October 20/20	November 20/20	December 20/20

INDICATOR (C/3): DETERMINATION OF ADJUSTED INCOME 24CFR PART 5, SUBPART F & 982.516

The Program Manager is solely responsible for this SEMAP indicator. The Program Manager is responsible for verifying and correctly determining annual adjusted income for each assisted family at the time of new admission and recertification.

The number of new admissions and annual re-certifications conducted during the month make-up the universe for this indicator. The sample for FY 2012 was taken from (102) new admissions and (447) annuals, creating a universe of (549). The auditor reviewed (15) files and determined that the annual adjusted income for (15) files were correctly verified and calculated.

The Program Manager earned **100%** compliance therefore the PPHA earns **20** points assigned to this indicator.

SEMAP Indicator 3: Determination of Adjusted Income					
FY 2012					
FYE 20/20					
January 20/20	February 20/20	March 20/20	April 20/20	May 20/20	June 20/20
July 20/20	August 20/20	September 20/20	October 20/20	November 20/20	December 20/20

INDICATOR (D/4): UTILITY ALLOWANCE SCHEDULE

24CFR 982.517

Responsibility for this indicator is solely assigned to the Program Manager. The Program Manager ensures that the utility allowance schedules are being reviewed annually and that revised schedules are being implemented in case of a 10% or more change in any utility rate or when consumption rates increase substantially.

The utility allowance schedules were last evaluated in April 2012, within 12 months since the last utility review. In compliance with the SEMAP indicator the utility allowance schedules were revised and the revised schedules were effective on August 1, 2012. The information used by PPHA for determining utility allowances, is researched and provided by

Cuyahoga County Metropolitan Housing Authority. This is due to the agencies sharing the same housing jurisdiction for Cuyahoga County and a way to be consistent with one another and program participants. The new utility allowance schedules were entered in the Happy Master Software system and all users were notified to begin using them with any annual reexaminations that have an effective date on or after August 1, 2012.

The PPHA certifies program compliance with this indicator and PPHA earns the full (5) points assigned to this indicator for this reporting period. All supportive documentation is being maintained by the Program Manager of this Department and is enclosed under indicator #4.

SEMAP Indicator 4: Utility Allowance Schedule					
FY 2012					
FYE 5/5					
January	February	March	April	May	June
5/5	5/5	5/5	5/5	5/5	5/5
July	August	September	October	November	December
5/5	5/5	5/5	5/5	5/5	5/5

INDICATOR (E/5): HQS QUALITY CONTROL INSPECTION 24CFR 985.2 & 982.405 B

The Program Administrator and the Program Manager are equally responsible for this SEMAP indicator. One or both must ensure a sample of units under contract receives a QC inspection. The QC sample must be drawn from recently completed inspections, and that it represents a cross section of neighborhoods.

Applying the HUD sampling formula to the number of units under contract during the last PPHA year, the Program Administrator must perform at least (20) QC inspections for the current fiscal year.

As of the end of 2012, ~~30~~ Quality Control Inspections have been conducted for the year (see QC log enclosed under indicator #5 for more detailed information).

SEMAP Indicator 5: HQS Quality Control Inspections					
FY 2012					
FYE 5/5					
January	February	March	April	May	June
5/5	5/5	5/5	5/5	5/5	5/5
July	August	September	October	November	December
5/5	5/5	5/5	5/5	5/5	5/5

INDICATOR (F/6): HQS ENFORCEMENT

24CFR 982.401- 982.406

The Program Specialist and HQS Inspector are responsible for this SEMAP indicator. The Specialist must make certain that any cited life-threatening HQS deficiencies are corrected within 24 hours from the inspection; all other cited HQS deficiencies are corrected within no more than 30 calendar days from the inspection or within any PPHA approved extension; and in cases where the HQS deficiencies are not corrected in a timely manner, enforcement is initiated (i.e., abate or terminate housing assistance payments beginning no later than the next day after the 2nd fail date).

The Program Specialist does have an adequate tracking system for life threatening HQS deficiencies. Therefore, the quality control sample was drawn from the Happy Software reports. During FY 2012, (1441) annual or special inspections, plus any necessary re-inspections (due to failure) were completed. The Auditor reviewed (25) inspections to certify SEMAP compliance for this indicator. (25) of (25) inspections or 100% of the sampled cases were in compliance. A second universe consisting of 24 hr emergencies, totaling (44), was generated. The Auditor reviewed (5) 24 hr. emergency inspections to certify SEMAP compliance for this indicator. (5) of (5) emergency inspections or 100% of sampled cases were in compliance. In total (30) inspections were reviewed and (30) were in compliance earning a 100% compliance rating earning 10 points.

The Department earns 10 points for this indicator because the PHA did enforce HQS in accordance to the rules for 100% of the cases sampled in this year end audit. Each month's HQS Enforcement scores are below. FY 2012 score is based on a sample of all inspections year round, not an average of each month's scores.

SEMAP Indicator 6: HQS Enforcement					
FY 2012					
FYE 10/10					
January	February	March	April	May	June
10/10	10/10	10/10	10/10	10/10	10/10
July	August	September	October	November	December
10/10	0/10	0/10	10/10	10/10	10/10

INDICATOR (G/7): EXPANDING HOUSING OPPORTUNITIES 24 CFR 982.54 (D)(5) & 982.301(A)(B-4) (B-12)

Responsibility for this SEMAP indicator is exclusive to the Program Manager. A summary of this indicator's requirements is listed below:

- Has written policies in its Administrative Plan includes actions that it will take to encourage owners' of property outside minority and poverty concentration to participate in the program;
- Possesses evidence that it is implementing such actions as stated in the Plan;
- Provides maps of such properties (within and beyond its jurisdiction) and maps contain neighborhood supportive services;
- Lists of such owners are provided in the briefing package;
- Explains portability and provides portability information in the information package; and
- Analyzes and measures applicant and participant success.

The Department earns the (5) points assigned to this indicator because its briefing does satisfy minimum HUD requirements. The Program Manager has revised and re-organized the entire briefing program to meet requirements of SEMAP and the Code of Federal Regulations. Briefings at PPHA will provide all required oral and written information during the presentation.

The PPHA earns 5 points for this indicator for this reporting period. Scoring history for this indicator is presented in the table below:

SEMAP Indicator 7: Expanding Housing Opportunities						
FY 2012						
FYE 5/5						
January	February	March	April	May	June	
5/5	5/5	5/5	5/5	5/5	5/5	
July	August	September	October	November	December	
5/5	5/5	5/5	5/5	5/5	5/5	

INDICATOR (I/8): PAYMENT STANDARD

24CFR 982.503

Responsibility for this indicator is exclusive to the Program Manager. The Program Manager ensures that PPHA implements a payment standard schedule that establishes voucher payment standard amounts which do not exceed 110 percent of the current applicable published FMRs and which are not less than 90 percent of the current applicable published FMRs (except the higher payment standard percentages approved by HUD for designated census tracts). The Department is responsible for maintaining applicable payment standard tables in the Happy master Software system. The payment standard schedule has been distributed to all occupancy staff and effective on 01/01/2012 when the new payment standards were published.

The PPHA certifies program compliance with this indicator and PPHA earns all (5) points assigned to compliance with this indicator for this reporting period. Scoring history for this indicator is presented in the table below:

SEMAP Indicator 8: Payment Standard						
FY 2012						
FYE 5/5						
January	February	March	April	May	June	
5/5	5/5	5/5	5/5	5/5	5/5	
July	August	September	October	November	December	
5/5	5/5	5/5	5/5	5/5	5/5	

INDICATOR (J/9): ANNUAL REEXAMINATIONS

24CFR 5.617

The Program Manager is fully responsible for this SEMAP indicator. This indicator assesses whether an annual reexamination for each participating family is completed and successfully submitted to MTCS at least every 12 months.

The compliance rate for this indicator is being calculated by MTCS based on 50058 submissions. The PIC system which gives cumulative information for the SEMAP report covers December 2003 through present. Therefore, MTCS reported 0% late reexaminations as of the end of FY 2012. PPHA has met the standard for this indicator and received 10 points.

SEMAP Indicator 9: Annual Reexaminations						
FY 2012						
FYE 10/10						
January 10/10	February 10/10	March 10/10	April 10/10	May 10/10	June 10/10	
July 10/10	August 10/10	September 10/10	October 10/10	November 10/10	December 10/10	

INDICATOR (K/10): CORRECT TENANT RENT CALCULATION 24CFR 982 SUBPART K

Responsibility for this SEMAP indicator is the Program Manager. This indicator assesses whether the family's share of the rent to owner is correctly calculated. MTCS determines compliance for this indicator based on data reported on the form HUD-50058. The PIC system which gives cumulative information for the SEMAP report covers April 1, 2004 through present. MTCS reports a 0% error rate for this indicator.

SEMAP Indicator 10: Tenant Rent Calculation						
FY 2012						
FYE 5/5						
January 5/5	February 5/5	March 5/5	April 5/5	May 5/5	June 5/5	
July 5/5	August 5/5	September 5/5	October 5/5	November 5/5	December 5/5	

INDICATOR (L/11): PRE-CONTRACTING HOUSING QUALITY STANDARDS INSPECTIONS 24CFR 982.305

The Program Manager has the responsibility for this SEMAP indicator. The Department must ensure that all newly leased units pass HQS inspection on or before the beginning date of the assisted lease and HAP contract.

The Executive Director will view the HQS inspection before signing a HAP contract as a control over this indicator. The Program Administrator has taken steps to correct this by reviewing the PIC report listing the families that affect this. The PIC system which gives cumulative information for the SEMAP report covers April 1, 2004 through present.

Auditor determines compliance for this indicator based on data reported on the form HUD-50058 and the Inspections Module. Auditor found 100% compliance rate for this indicator for FY 2012.

SEMAP Indicator 11: Newly Leased Units						
FY 2012						
FYE 5/5						
January 5/5	February 5/5	March 5/5	April 5/5	May 5/5	June 5/5	
July 5/5	August 5/5	September 5/5	October 5/5	November 5/5	December 5/5	

INDICATOR (M/12): ANNUAL HQS INSPECTIONS

24CFR 982.405(A)

Responsibility for this SEMAP indicator is exclusive to the Program Specialist. This SEMAP indicator requires that PPHA must inspect each unit under contract at least annually. This indicator awards 10 points if fewer than 5% of annual HQS inspections of units under contract are more than 2 months overdue or 5 points if 5% to 10% of annual HQS are overdue. Please note that the 2-month allowance is provided for rating purposes only and it does not mean that a PHA can delay in completing its annual HQS inspections.

The Annual HQS Inspections indicator is verified through MTCS based on PPHA's electronic submissions of forms HUD-50058. MTCS reported 0% of all inspections late as reported in FY 2012's SEMAP Indicators Report. The PIC system which gives cumulative information for the SEMAP report covers December 2003 through present. The Program Specialist is responsible for addressing the overdue inspections.

PPHA earned 10 points for this SEMAP indicator because 0% of annual HQS inspections are overdue.

SEMAP Indicator 12: Annual HQS Inspections					
FY 2012					
FYE 10/10					
January 10/10	February 10/10	March 10/10	April 10/10	May 10/10	June 10/10
July 10/10	August 10/10	September 10/10	October 10/10	November 10/10	December 10/10

INDICATOR (N/13): LEASE UP

PIH NOTICE

This indicator is assigned to the Program Manager and Program Administrator. The Manager is responsible for monthly monitoring of the dollar and unit utilization. Furthermore, the Program Case Manager and the Program Administrator analyzes all variables that affect utilization rates and starts or stops voucher issuance accordingly. For FY 2012, the PPHA average monthly leasing numbers were - 712 total units leased divided by 742 total baseline units. Therefore the agency averaged 96% utilization for the year based on these figures. The average dollar utilization PPHA has used 101% for the year. This gives the Agency 20 points.

- If the percent of units leased during the last PHA fiscal year was 98% or more, **or** the percent of allocated budget authority expended during the last PHA FY was 98% or more the housing authority earns 20 points.
- If the percent of units leased during the last PHA FY was 95-97%, **or** the percent of allocated budget authority expended during the last PHA FY was 95-97% the housing authority earns 15 points.

- If the percent of units leased during the last PHA FY was less than 95% **and** the percent of the allocated budget authority expended during the last PHA FY was less than 95% the housing authority earns 10 points.

SEMAP Indicator 13: Lease up					
FY 2012					
FYE 20/20					
January 20/20	February 20/20	March 20/20	April 20/20	May 20/20	June 20/20
July 20/20	August 20/20	September 20/20	October 20/20	November 20/20	December 20/20

INDICATOR (0/14): FAMILY SELF SUFFICIENCY PROGRAM 24CFR 984.105 & 984.305

This indicator consists of 2 components which show whether the PHA has enrolled families in the FSS program as required, and the extent of the PHA's progress in supporting FSS by measuring the percent of current FSS participants with FSS progress reports entered in MTCS that have had increases in earned income which resulted in escrow account balances.

- If data submitted by the PHA to MTCS shows that the PHA has filled 80% or more of its mandatory FSS slots AND 30% or more of FSS families have escrow account balances, the housing authority earns 10 points.
- If data submitted by the PHA to MTCS shows The PHA has filled 60 to 79% of its mandatory FSS slots AND 30% or more of FSS families have escrow account balances, the housing authority earns 8 points.
- If data submitted by the PHA to MTCS shows that the PHA has filled 80% or more of its mandatory FSS slots, BUT fewer than 30% of FSS families have escrow accounts, the housing authority earns 5 points.
- If data submitted by the PHA to MTCS shows that the PHA has filled 60-79% of its mandatory FSS slots, BUT fewer than 30% of FSS families have escrow account balances the housing authority earns 3 point.

PPHA has received 30 FSS slots approved by HUD. Due to graduations in the program, the required amount slots are actually 25, even though MTCS states that 26 slots are required.

SEMAP indicator (14) is scored by MTCS based on the 50058 submissions. As of the end of FY 2012, MTCS reported 18 families being enrolled in the FSS program and 10 families with escrow balances. Per MTCS data, PPHA has 69% of their FSS slots filled with 56% of FSS families with escrow balances. Using MTCS data the agency earns 8 points. The PHA has documentation that the MTCS reporting is incorrect and the agency in fact has 29 families enrolled in the FSS program and 19 families with escrow balances. Using the correct numbers the PPHA has 116% of their mandated FSS slots filled with 66% of families with escrow balances earning 10 points.

This discrepancy between PHA documentation and MTCS must be resolved by the HUD to ensure the appropriate points are awarded.

Scoring history for this indicator is presented in the table below:

SEMAP Indicator 14: Family Self-Sufficiency					
FY 2012					
FYE 10/10					
January	February	March	April	May	June
10/10	10/10	10/10	10/10	10/10	10/10
July	August	September	October	November	December
10/10	10/10	10/10	10/10	10/10	10/10

SEMAP INDICATOR: DECONCENTRATION BONUS 24 CFR

The Program Manager is solely responsible for this SEMAP indicator. The Department reports that it loses the 5 points assigned to this indicator. Currently there are no data available to support compliance with this indicator's requirements. The indicator requirements are listed below:

- Half or more of all Section 8 families with children assisted by the PHA in its principal operating area at the end of the last completed PHA fiscal year do not reside in low poverty census tracts; and
- Either (the percentage of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area during the last completed PHA fiscal year is at least 2% points higher than the percent of all Section 8 families with children who reside in low poverty census tracts at the end of the last completed PHA fiscal year;
- or the percentage of Section 8 families with children who moved to low poverty census tracts in the PHA's principal operating area over the last 2 completed PHA fiscal years is at least 2 percentage points higher than the percent of all Section 8 families with children who reside in low poverty census tracts at the end of the second to last completed PHA fiscal year.

SEMAP Bonus Indicator					
FY 2012					
FYE 0/5					
January	February	March	April	May	June
0/5	0/5	0/5	0/5	0/5	0/5
July	August	September	October	November	December
0/5	0/5	0/5	0/5	0/5	0/5