AGENDA ITEM NO. 4. Q.

# **City of Garden Grove**

## INTER-DEPARTMENT MEMORANDUM

To:	Matthew Fertal	From:	Susan Emery
Dept:	Director	Dept:	Community Development
Subject:	ADOPTION OF 2008 REVISED ADMINISTRATIVE PLAN	Date:	November 25, 2008

#### **OBJECTIVE**

To recommend adoption of the 2008 revised Administrative Plan for the Garden Grove Housing Authority.

#### BACKGROUND

The Department of Housing & Urban Development requires Housing Authorities that administer a Housing Choice Voucher (HCV) Program to adopt an Administrative Plan. The purpose of the Plan is to outline the Authority's policies and procedures in the administration of the HCV Program. The plan has undergone numerous updates and revisions to accommodate regulatory changes in the program, to improve procedures, and to clarify policies. Revisions to the Administrative Plan require the approval from the Housing Authority Commission. The last revision was approved on October 28, 2003.

The current revision reflects addition of policy language in response to new regulations, such as: The Violence Against Women Act (VAWA); Veterans Affairs Supportive Housing (VASH), which combines HCV rental assistance for homeless veterans with case management and clinical services provided by the Veterans Affairs at its medical centers and in the community; Limited English Proficiency (LEP); and the Project-based Housing Choice Voucher Program. The Plan has been re-organized so that chapters follow a logical order and rewritten to eliminate redundant and ambiguous language.

### FINANCIAL IMPACTS

None.

## COMMUNITY VISION IMPLEMENTATION

Seek to ensure quality housing opportunities in the community, without unduly burdening existing residents.

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## RECOMMENDATION

It is recommended that the Housing Authority Commissioners:

Adopt the 2008 Revised Administrative Plan

Suson Emery

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By: Mary Ann Hamamura Deputy Director

Attachment: 2008 Revised Administrative Plan

**Recommended** for Approval

Matthew Fertal Director