

**HOUSING AUTHORITY
OF
CITY OF SIOUX CITY**

FAMILY SELF SUFFICIENCY (FSS) ACTION PLAN

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Addendum: 8/11/15



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1. Purpose:

The Family Self-Sufficiency (FSS) program will identify individual needs and coordinate delivery of a comprehensive set of supportive services to help individuals learn skills that lead to full employment. These services, provided by private and public resources in Sioux City, in conjunction with housing assistance will enable families to achieve economic independence and self-sufficiency.

2. Goals:

The goal of the FSS program is to help families gain the skills, training and education necessary to become financially independent of public assistance programs such as Temporary Aid to Needy Families (TANF), Food Stamps and Subsidized Housing.

Additional Goals of the FSS program (for the participating families) include, but are not limited to:

- obtaining full time employment
- obtaining a higher paying job
- obtaining a high school diploma or higher education
- acquiring reliable transportation
- acquiring skills in parenting and family stability
- acquiring skills in budgeting and home ownership

2A. Terminology

The Housing Authority of the City of Sioux City is referred to as “SCHA” throughout this document.

“Family” is used interchangeably with “applicant” or “participant” and can refer to a single person family.

3. Family Demographics:

The characteristics of the families to participate are drawn from the demographics of the current FSS program participants. (August 2015)

A. Race/Ethnicity

The following is a current description of occupancy, in regards to race and ethnicity.

Race		Ethnicity	
White	40	Hispanic	8
Black/African American	15	Non Hispanic	52
American Indian/Alaskan Native	5		
Asian	0		
Native Hawaiian/other Pacific Islander	0		

B. Number/Size/Characteristics

The following is a current description of occupancy including, size, characteristics.

HH = Households

Age Group	Gender	Number of Participants	Average Income	Disabled Head of HH	One Adult HH	One Adult with minor children	2 parent HH's with children
17 - 20	M	0	\$0	0	0	0	0
	F	1	\$13,650	0	0	1	0
21 - 25	M	0	\$0	0	0	0	0
	F	4	\$9,202	0	0	4	0

Age Group	Gender	Number of Participants	Average Income	Disabled Head of HH	One Adult HH	One Adult with minor children	2 parent HH's with children
26 - 35	M	3	\$11,165	0	1	0	2
	F	22	\$12,380	0	1	17	4
36 - 45	M	2	\$23,312	0	1	0	1
	F	19	\$15,511	0	0	17	2
46 - 60	M	2	\$7,041	1	1	0	0
	F	6	\$17,130	0	2 adult kids	4	0
61 - 100	M	0	\$0.	0	0	0	0
	F	1	\$6,792	0	1	0	0

C. Supportive Service Needs:

The following is a list of supportive service needs of the families expected to participate in the FSS Program.

- Personal Support Plan
- Job Training, Preparation, Development and Placement
- Remedial Education
- College
- Family Stability
- Homemaking and Parenting Skills
- Substance Abuse, Treatment and Counseling
- Counseling Legal Services
- Money Management Education

- Childcare
- Home Ownership and Rental Counseling
- Transportation
- Medical/Dental
- Advocacy
- Domestic Violence Resolution
- Pregnancy Counseling
- Senior and Disabled Issues

4. Number of Families Expected to Participate:

The Housing Authority of Sioux City will operate a minimum program size of 75 families.

Recruitment of FSS Program participants resulted in enrolling the original mandated number of 95 by October 1999. Ninety five families have graduated reducing the mandated number to 0 as of October 1st, 2008. As of this date, the SCHA will operate a voluntary FSS program, enrolling new participants of 75 filled FSS slots. Currently there are 60 families participating leaving 0 or 15 voluntary slots open. The total number of enrollments will be maintained at 75.

SCHA Family Self Sufficiency Program Slots August 2015

Original Number of Participants Mandated	FSS Graduates	Current Number of Participants Mandated	Total Number of Mandated & Voluntary FSS Slots	Current Number of Participants Enrolled	Available FSS Slots for Enrollment
95	165	0	75	60	15

5. FSS Family Selection Procedures:

A. FSS Preferences & Selection from Waiting List

When space is available in the FSS program, the next eligible family on the waiting list will be contacted to first complete an application for the program. Once returned, they will be contacted for an interview with the FSS Coordinator to complete an assessment. Applicants who do not schedule or attend the interview, or who are not willing to sign the FSS contract of Participation; will be taken off the waiting list. All slots are to be filled with eligible families based on the date the family expressed an interest in participating in the FSS Program.

Incoming portable families with active FSS contracts of participation will receive a selection preference.

FSS Selection: Once the family expresses interest in the FSS program by either contacting their Housing Analyst or the FSS Coordinator, they will be placed on the waiting list for the next available slot. When their name comes up on the list (based on the date they expressed interest), they will be mailed a letter explaining the program and requesting that they obtain a current credit report and score before an assessment will be done.

B. FSS Application Process

The benefits and requirements of the FSS Program will be explained at each Section 8 briefing. Prospective FSS participants will be given informational materials describing the program as well as an opportunity to make an appointment for enrollment in the FSS Program.

Once the maximum numbers of participants are enrolled, interested families will be placed on a waiting list. When FSS vacancies become available, the families will be notified by mail, and phone, if possible.

FSS Participants will be sent an application to complete for the FSS Program once their name comes up on the waiting list.

C. Denial of Participation in FSS

The SCHA, at its discretion, may deny participation in the FSS Program to a family that previously participated and was terminated from FSS because it did not meet its FSS obligations according to its Contract of Participation.

The SCHA will deny participation to any past FSS program graduate who received more than \$500 in escrow.

Admission to the voucher program or the family's right to occupancy in accordance with its lease will not be affected for families not choosing to participate in the FSS program.

All applications will be treated the same; no preference will be made in the selection procedure in regards to race, color, religion, gender, age, disability, familial status, or national origin.

6. Incentives to Encourage Participation:

A. Escrow Account

The SCHA will establish and deposit funds to individual FSS escrow accounts for FSS Participants according to HUD guidelines.

Advancement of money from the escrow account can be given when the FSS family has fulfilled certain interim goals and the money is used for employment related needs, i.e. education, job training, small business start-up costs, and transportation etc. The determination will be made on a case by case basis by the FSS Coordinator and an administrative staff representative of the Housing Authority.

B. Individual Training and Services Plan

The SCHA will assist each FSS family to develop an Individual Training and Services Plan (ITSP) to help the participant determine the actions necessary to become self-sufficient. The ITSP will be a component of the participant's Contract of Participation.

C. Training, Education, and Workshops

Through the PCC and other forums, the SCHA will link FSS participants with job training, educational, and social service agencies to provide the supportive services necessary to develop self sufficiency. In addition, FSS families will be provided with information on local homeownership opportunities.

7. Outreach Efforts:

Outreach will consist of informational brochures/flyers being given to each Voucher participant when they lease up and at the time of their annual re-exam. The FSS Program will also be explained during Voucher orientations. FSS information will be included in the Housing Choice Voucher Program Handbook. Housing Analyst's may refer tenants to the FSS Program. Flyers/Brochures/Monthly Newsletters will be available in the Housing Assistance Center lobby and given to partnering agencies in the Sioux City area. The program will be promoted at regularly scheduled FSS related agency meetings in Sioux City including other community events.

8. FSS Activities/Supportive Services:

A. Activities

The FSS Coordinator meets with each family upon acceptance into the program to set up a training and services plan. The first step is to identify the family's needs and services required, and then refer them to partnering agencies that serve City of Sioux City. The FSS Coordinator will maintain monthly contact in person, by mail, email, or through telephone contact, depending on the family's need. During monthly contact, the family will update their progress and set new tasks and milestones, depending on the family's current situation and the goals they have chosen on their contract. This will be an ongoing

process throughout the Contract of Participation.

B. Supportive Services

The Housing Authority of City of Sioux City is expecting to receive supportive services for FSS participants, from the following agencies located in Sioux City. It is anticipated that all families participating in the FSS Program will be receiving a combination of services that include, but are not limited to:

BOYS AND GIRLS HOME AND FAMILY SERVICES

Provides educational programs and counseling services.

CATHOLIC CHARITIES

Provides family and individual therapy, pregnancy counseling, residential family treatment, disaster relief, social concerns.

CENTER FOR SIOUXLAND

Case management, conservator ship services, emergency assistance, shelters for emergency family housing, Share Iowa food program distribution.

Provides emergency assistance for food, shelter, clothing, furniture, transportation, utilities, medication, and baby supplies. Emergency assistance is available 24 hours a day, seven days a week.

CHILD CARE RESOURCE AND REFERRAL

Provides referrals of child care providers and educational consultations for parents. Support groups for providers are also offered.

COMMUNITY ACTION AGENCY OF SIOUXLAND

Provides Head Start programs, child and adult care programs, energy assistance programs, food bank, weatherization services, transitional housing assistance, family development, and senior aides.

CONSUMER CREDIT COUNSELING SERVICES/CENTER FOR SIOUXLAND

Services provided include a Debt Management Program. Counseling services by trained financial counselors and financial education on budgeting and credit issues.

Provides each FSS participants with a free credit report at the time of enrollment and annually.

COUNCIL ON SEXUAL ASSAULT AND DOMESTIC VIOLENCE (CSADV)

Provides support groups for women experiencing domestic violence, sexual assault, battering and spousal abuse. Temporary safe shelter for women and their children who are victims of domestic violence and sexual assault. Support groups with child care provided.

CRITTENTON CENTER

Provides services to help with the health and well being of children in Siouxland. The Maternal Health Clinic provides comprehensive prenatal care services for women in Siouxland and the HOPES program provides an intensive in-home visitation program that positively impacts families and children

FOUR DIRECTIONS

Four Directions offers support programs and classes for Siouxland's Native American population including parenting classes.

GOODWILL CONNECTION CENTER

Provides free career seeking services including resume preparation, job search, interview skills, job fairs, software and printing, ESL & HISET classes.

GOODWILL INDUSTRIES

Provides comprehensive vocational services to disabled/disadvantaged individuals. Includes evaluation, work training, vocational counseling, employment preparation, placement and supported employment.

HEAD START

A comprehensive preschool program for 3-5 year-old's. Early Headstart programs also available for 0-3 years old. Services available to low-income families.

IOWA STATE EXTENSION OFFICE

Educational programs and services on all topics within disciplines available at Iowa State University.

IOWA WORKFORCE DEVELOPMENT

Job placement (managerial, clerical, professional, sales, service, skilled, semi-skilled, unskilled, entry). Job counseling, testing, job analysis, industrial services, labor market

information, alien employment certification, inter-area placement, older worker specialist (over 55), youth services, spot labor, and administration of job insurance programs.

LEGAL SERVICES CORP. OF IOWA

Services provided in civil law in the areas of utilities, landlord/tenant law, domestic abuse, consumer, social security, AFDC/food stamps, income maintenance, unemployment law, nursing homes, mental health.

LUTHERAN FAMILY SERVICES

Individual, couple, family, and group counseling, violence intervention program, authoritative parenting classes, nurturing programs, mediation, family education, and case coordination.

MARY J TREGLIA COMMUNITY HOUSE

Provides ESL (English as a Second Language) classes, formal pre-testing for CASAS assessment; After school program; evening program for middle/high school youth; Saturday youth programs; Summer youth programs; Mediation services; Counseling services, Golden Ageds; Neighborhood Centered Community Organization.

Recreational enrichment activities for elementary school children in an after-school setting. Programs available for in-service days and summer.

MIDTOWN FAMILY COMMUNITY CENTER

Provides GED preparation classes in English and Spanish; food pantry; ISU extension family/nutrition workshops; neighborhood library; computer lab--Generations Online is available for adults over age 55; Homework help K-12; youth nights; 4-H club.

PROMISE JOBS PROGRAM

Provides Life Skills Training, Needs assessment, and support in reaching self sufficiency. Monitors time limited cash assistance program. Program is available only for recipients of TANF money.

SALVATION ARMY

Daycare, emergency food pantry, disaster services, community center after school programs, marriage counseling, recreational programs for youth and adults, day camps during summer months, educational programs, and Hope Center Thrift Store.

SIOUXLAND COMMUNITY HEALTH CENTER

Family planning, pediatric care, outreach, primary care, and health education. Payment is based on income.

SIOUXLAND DISTRICT HEALTH DEPARTMENT

Provides help in the following areas at little or no cost; communicable disease, maternal-child health, immunizations, STD/HIV (AIDS) counseling and testing, lead screening prevention for children, and education program.

SIOUXLAND MENTAL HEALTH

Full range of outpatient mental health and chemical dependency services for children, youth and adults.

SMALL BUSINESS DEVELOPMENT CENTER – WESTERN IOWA TECH COMMUNITY COLLEGE

Provides business and rural development programs including consulting services to prospective new businesses. Helps individuals looking to start their own business quickly, effectively, and inexpensively gain the knowledge needed to assess feasibility of their idea and begin a business plan, while learning keys to running a successful business. Workshops offered on business taxes, financing criteria, organizational structure, and how the SBDC can help you.

STELLA SANFORD CENTER

The neighborhood center's delinquency prevention program in a continuum of services through several programs for children K-12 including after school programs, summer programs, outreach and alternative suspension. Also provides early childhood education programs.

VETERANS' SERVICES DEPARTMENT

Processes and develops claims for compensation, pension and education for Veterans and their dependents. Provides medical transportation and determines eligibility for State/Federal VA benefits.

VOCATIONAL REHABILITATION DIVISION

Provides assistance to Iowans with disabilities. Services may include vocational counseling and guidance, evaluation, physical restoration, skills training and job placement.

WESTERN IOWA TECH COMMUNITY COLLEGE

Offers instruction to adults who have not mastered reading, writing, and/or math skills; that need a GED or want to learn English as a second language. Provides training to women and men who are entering or re-entering the work force and need to choose and train for a career or update skills needed to go to work. A variety of classes to help with transitions are offered in addition to personal & group support

WORKFORCE INVESTMENT ACT

Provides assistance to any adult seeking employment along with services to dislocated workers. Provides low income youth services for those at risk of dropping out of school.

WOMEN AWARE

Resource center for persons in transition providing legal assistance including attorney referral service, legal information about the marriage dissolution process, child support enforcement, and conflict resolution; Counseling available to both men and women for problem solving, needs assessments, support groups; Women's resources for clothing/financial aid/self-help; Advocacy for divorce issues, child support recovery, sexual harassment, poverty issues, and violence against women; Awareness support groups and workshops. There is no income criterion.

Collaboratively provides Siouxland Families Support Group monthly meetings offering free transportation and on site child care. Workshops cover a variety of issues including parenting, legal issues, and motivation.

WOMEN INFANTS AND CHILDREN (WIC)

Nutrition program providing food and nutrition information to help keep pregnant women, infants and children less than five years of age healthy.

WOODBURY COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES

Provides TANF Grant, Medicaid Programs, food stamps, pre-employment training, on the job volunteer opportunities, child care allowance, and emergency assistance to qualifying families.

9. Identification of Family Support Needs:

After acceptance into the FSS program, families will meet individually with the FSS Coordinator. The first step of the planning process will involve identification of the family's needs. The assessment will cover the following areas/needs:

Childcare/Back-up Childcare

Job Training, Preparation, Development and Placement

Homemaking and Parenting Skills Training

Substance Abuse, Treatment and Counseling

Previous and Present Counseling/Support Group

Legal Service Issues/Needs

Money Management

Adult Basic Education

Vocational Education/College

Financial Aid Issues/Needs

Knowledge of Available Resources

Home Ownership and Rental Counseling

Transportation/Insurance

Medical/Insurance

Advocacy

Family Stability Plan

Domestic Violence Issues

Personal Support Plan

Entrepreneurial Training

It is anticipated that all families will be receiving a combination of the above services.

All FSS participants receive a copy of the Sioux City Housing Authority Family Self Sufficiency Participant Handbook that includes the following information:

FSS Action Plan

Contract of Participation, About the Program, Participant Responsibilities, Program Coordinating Committee, Frequently Asked Questions, FSS Final Goal

FSS Savings Account (Escrow), Escrow Brainstorming, FSS Interim Withdrawal Policy, Examples of Withdrawal Paperwork;

Fair Housing Act including a copy of the housing discrimination complaint form and toll-free number for the hotline, Deconcentration information – participants receive this information on an annual basis in our monthly newsletter as well as at their initial Housing Choice Voucher briefing;

Easy Steps to Financial Stability, You and Your Credit Score, Small Expenses Add Up, Spending Plan (a.k.a. Budget, Sample Monthly Spending Plan);

Community Resources, detailed information about Goodwill Connection Center and Iowa Works of Greater Siouxland, Food Pantry List, and Resource Checklist.

10. Contract of Participation

All applicants selected for participation in the FSS Program will be required to sign a five year contract of participation. The SCHA will use a contract format approved by HUD. The contract will include an Individual Training and Services Plan (ITSP). The contract will include the family's annual income, earned income, and the family rent (tenant rent plus utility allowance) in effect as of the effective date of the contract.

A. Family Responsibilities

Family responsibilities under the Contract of Participation include, but are not limited to, the following requirements:

1) Head of Household Must

- a) Seek and maintain suitable employment throughout the term of the contract; and
- b) Complete activities in the ITSP within the specified dates; and
- c) Provide the SCHA with information about the family's participation in the FSS program upon request, including information regarding employment, job interviews, training, educational attendance, and other FSS services and activities.

2) All Family Members Must

- d) Comply with the terms of the Section 8 program and the lease; and
- e) Comply with the family obligations under the Section 8 program; and
- f) Live in the jurisdiction of the FSS program at least twelve (12) consecutive months from the effective date of the contract, unless waived by the SCHA.

B. Requirements for Successful Completion of the Contract of Participation

The contract will be successfully completed when the SCHA determines that the family has fulfilled all of its responsibilities under the contract; *or*, thirty percent (30%) of the family's monthly adjusted income equals or exceeds the published fair market rent for the size of the unit for which the family qualifies.

C. Contract Extensions

A participant in the FSS program may request an extension of the contract if the family is unable to complete its goals within the five-year period due to circumstances beyond the family's control. Examples of such a circumstance would be a serious illness or involuntary loss of employment for the head of household. Requests for a contract extension must be made in writing by the head of household. The FSS Coordinator and the Housing Analyst will review extension requests. The SCHA will grant no more than a two-year extension. Extensions are granted at the discretion of the SCHA.

Families denied contract extensions may request an Informal Hearing to determine whether the decision was made in accordance with HUD regulations and the guidelines in this plan. The request for an Informal Hearing must be made in writing within ten (10) working days of the date of notification of the decision to deny the extension.

D. Procedures for Graduation

1) FSS Family Responsibilities.

To successfully graduate from the program, the family must:

- a) Submit a written or verbal request for consideration for graduation to the SCHA; and
- b) Demonstrate that all interim and final goals in the Contract of Participation were completed on or before the expiration date of the contract; and
- c) Submit verification that all household members are independent of welfare assistance (not counting transitional assistance); and
- d) Submit verification that the head of household is suitably employed.

2) SCHA Responsibilities

- e) The FSS Coordinator and the Housing Administrator will review the request for consideration for graduation.
- f) The SCHA will respond to a request for consideration for graduation within ten (10) calendar days of the receipt of the request and all required verifications.
- g) The SCHA will disburse any accumulated escrow funds to the family upon determination of successful graduation.

E. Denial of Graduation Request

If the SCHA determines that a participant did not successfully graduate from the FSS program, the participant may request an Informal Hearing to determine whether the decision to deny graduation was made in accordance with HUD regulations and the guidelines in this plan. A request for an Informal Hearing must be made in writing

within ten (10) calendar days of the date of the SCHAs notification of the decision to deny graduation from the FSS program.

If the SCHAs determines the family did not successfully graduate from the FSS program, the family will forfeit the funds in its FSS escrow account.

11. MAINTENANCE OF ESCROW ACCOUNTS

The SCHAs will establish FSS escrow accounts for FSS participants whose portion of the rent increases due to an increase in their earned income. The escrow funds will be deposited in an interest-bearing, HUD-approved investment. Escrow credits will be deposited to the FSS account in accordance with HUD regulations.

F. Calculation of Escrow

FSS escrow credits will be calculated monthly and in accordance with HUD regulations. Interest on the FSS escrow account balances will be allocated monthly.

G. Escrow Reports to Families

Escrow account reports will be sent to each FSS family at least once annually. The report will include the escrow balance at the beginning of the reporting period, the amount of the family's escrow credits for the period, any deductions made from the account for the period, the amount of interest earned for the period, and the total balance in the account at the end of the reporting period.

H. Forfeiture of Escrow Funds

A participating family has no right to any funds from its FSS escrow account if the family's Contract of Participation is terminated, declared null and void, or the SCHAs determines the family did not successfully graduate from the FSS program. The SCHAs will close the family's escrow account and will treat forfeited escrow funds as program receipts under the Section 8 program guidelines, or in accordance with HUD regulations at the time of the forfeiture.

12. ESCROW DISBURSEMENTS

A. Interim Disbursements

A family participating in the FSS program may request an interim disbursement of escrow funds. The FSS Coordinator and the Housing Administrator will review interim disbursement requests.

The SCHAs will inform the family within ten (10) calendar days of the approval or disapproval of the interim disbursement request.

Families denied an interim disbursement may request an Informal Hearing to determine whether the decision was made in accordance with HUD regulations and the guidelines in this plan. The request for an Informal Hearing must be made in writing within ten (10) working days of the date of notification of the decision to deny the interim disbursement.

1) Procedure

Interim disbursements will be made at the discretion of the SCHA under the following conditions:

- a) The funds are needed to complete goals in the family's Contract of Participation (example: to pay for school costs or transportation to work); and
- b) The family can demonstrate completion of specific interim goals from its Contract of Participation;

And the SCHA may require that:

- c) Interim disbursements may be granted for no more than 50 percent of the family's escrow balance at the time of the request, unless special circumstances exist; and
- d) The SCHA will not grant more than two (2) interim disbursements per FSS family; and
- e) Requests must be made in writing and include verification that the funds are required for the completion of a goal under the family's Contract of Participation; and
- f) Interim escrow disbursements will be paid in the form of a check made payable directly to the participant with the understanding that the participant will first submit an invoice/bill and provide a receipt to the PHA upon settlement.

B. Final Disbursements

The participating family will receive a disbursement of its escrow funds upon successful completion of the Contract of Participation. The FSS Coordinator will review final disbursement requests. The family may use its final disbursement escrow funds for any purpose.

Procedure

Upon determination of successful graduation from the FSS program, the family will receive a disbursement of the funds accumulated in its escrow account under the following conditions:

- a) Any money owed to the SCHA will be withheld from the total escrow amount before disbursement; and
- b) The family must certify that it no longer receives any Federal, State, or other public assistance. This prohibition does not include Section 8 rental assistance or transitional assistance; and
- c) The head of household must provide verification of suitable employment.

13. Program Termination/Grievance Procedures:

The FSS Contract of Participation will be terminated if the FSS family's Section 8 assistance is terminated.

The SCHA may withhold supportive services to FSS families who do not comply with the family responsibilities in the FSS Contract of Participation.

A. Termination of the Contract of Participation

1) The SCHA may terminate the family's Contract of Participation if:

- a) The family and the SCHA agree to terminate the contract; or
- b) The SCHA determines the family has not fulfilled its responsibilities under the FSS program; or
- c) The family withdraws from the FSS program; or
- d) An act occurs that is inconsistent with the purpose of the FSS program (such as noncompliance with the lease, noncompliance with the Section 8 program family obligations, fraud, or a violent or drug related criminal act); or
- e) The SCHA attempts to contact the family in writing or by phone, and the family does not respond to the contact; or
- f) The family does not complete the contract prior to the expiration date; or
- g) The family exercises portability to a jurisdiction that does not have an FSS program or the family is not accepted into the new jurisdiction's FSS program.

B. Termination Procedures

The FSS Coordinator and Housing Staff will make the decision to terminate a family from the FSS program.

The SCHA will notify the family of the termination of its FSS Contract of Participation by mail. The family may request an Informal Hearing to determine whether the decision to terminate FSS participation was made in accordance with HUD regulations and the guidelines in this plan. The Informal Hearing process will be followed according to the Section 8 Administrative Plan and the Public Housing Admissions and Continued Occupancy Plan.

Participants who miss three consecutive monthly contacts with their FSS Coordinator will be voluntarily terminated from the program.

When the participant is terminated by the FSS Coordinator, the family will be issued a notice of noncompliance with the terms of the contract. The family may request an informal review of the decision to terminate the contract. If the family does not respond to the notice within 10 working days, the Contract will be terminated. If the family asks for a review and fails to attend the scheduled review, without good cause, the family's FSS contract will be terminated.

When the participant is terminated from the voucher program, the participant will be notified by mail that the FSS contract has been terminated.

14. Assurances of Non-interference:

Failure to comply with the FSS contract does not constitute reason for termination of Voucher assistance.

15. Time Table for Implementation:

The Housing Authority of City of Sioux City is currently operating a Voucher FSS Program and will continue to do so as long as funds are available.

16. Certification of Coordination of Services:

The City of Sioux City Housing Authority certifies that development of the services and activities under the FSS program have been coordinated with programs in the area and that implementation will be coordinated to avoid duplication of services.

17. PCC-Board Members List/Affiliations:

- Michele Haupt.....Housing Analyst
- Dick Closter.....IA Department of Human Services
- Mindy Hartz.....Consumer Credit Counseling
- Michelle Meyers/Mary Ott.....Vocational Rehabilitation
- Stephanie Mohrhauser.....FSS Coordinator
- Erika McWell.....Stella Sanford Childcare Development
- Shawn Fick.....Promise Jobs Program, WITCC
- Sara DeAnda.....Iowa Workforce
- Tasha Johnson.....Legal Services
- Michelle Saravia.....Head Start Program, WCCAA
- LaRae Lyons.....FADSS Program, WCCAA
- Amy Tooley.....Housing Services Division Manager
- Veronica Yebra.....FSS Participant

Barb Wingert.....Women Aware

Jacob Harlan.....Sioux City Schools Native American Liaison

Diane Neri.....Goodwill Connection Center

Denise Palmer.....Siouxland Mental Health/Community Support

Tammy Crouch.....Iowa Workforce Development

Kristine Bornholtz.....Mary Treglia Community Center

Pam Woolridge.....Western Iowa Tech ESL/HISET/ABE

Jo Fokken.....Western Iowa Tech JTPA

Vickie Schwartz.....Iowa Works Disability Coordinator

Jennie Allen.....Siouxland Food Bank

John Parks.....Sioux Valley Credit Union

18. Transfer to the Receiving PHA’s FSS Program and Portability

If an FSS family is relocating to another PHA, we will transfer the escrow account when they are absorbed by the receiving PHA, AND are accepted into FSS within 60 days by the receiving PHA. A PHA is not obligated to accept a relocating FSS family in its FSS program. If they fail to sign an FSS contract within 60 days, we terminate them and their escrow is forfeited. If they do sign an FSS contract within the guidelines, we request a signed copy of the new contract which uses the original income, TTP, and dates, and forward the escrow to the receiving PHA.

As a receiving PHA of FSS participants transferring in, we will grant selection preference for portable FSS families.

19. Measurement of Outcomes

The SCHA maintains a database that records statistics on FSS program participants. This information is submitted to HUD in the required MTCS 50058 format. In accordance with SEMAP and PHAS requirements, the SCHA will calculate the percentage of mandatory FSS slots filled and the percentage of FSS participants with escrow balances at least quarterly. In addition to the HUD required measurements, the SCHA will maintain a number, of more specific, current statistics of participants to measure the success of the FSS program.

20. Definitions:

Self-Sufficiency: To be determined on a case by case basis, using participants' Contract of Participation, Goals, Tasks and Milestones.

Seeking Employment: The obligation to seek employment means the head of the FSS Family has applied for employment, attended job interviews or is enrolled in a training program, or school.

Suitable Employment: The Sioux City Housing Authority defines “suitable employment” as a lawful activity that falls into at least one of the following categories:

Employment which is verifiable for at least 32 hours per week. Employment must be with one (or more) established, legitimate business (es).

Self-employment which is verifiable and reflects net earnings (after business expense deductions) of at least 32 hours per week at the current Iowa minimum wage.

Contracted or commission employment may be considered if it meets the hourly/income requirement, is verifiable, and is being declared for tax purposes. These cases will be staffed on an individual basis for approval.

Reasonable accommodation for disabled individuals: Requests for a reasonable accommodation to the FSS program’s definition of “suitable” must be submitted in writing prior program’s completion. The statement must be supported by a written statement from the individual’s certified medical provider, which is required to include a recommendation from the medical provider as to a specific numbers of hours that the individual is able to work per week. The FSS program will consider the number of hours specified by the medical provider when determining the hours required for the client to be “suitably” employed.

In addition to the above listed criteria, “suitable” employment will be determined by the SCHA FSS staff, after consulting with the head of the household, and will be determined based on the skills, education, and job training of the participant and available job opportunities in the area.

Essential Service: A service which has been determined to be integral to the FSS family's advancement toward self-sufficiency.

Earned Income: Income from wages, tips, salaries, other employee compensation and self-employment.