

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2000

NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES

**PHA Plan
Agency Identification**

PHA Name: The Housing Authority of the City of Huntsville, Alabama

PHA Number: AL09-047

PHA Fiscal Year Beginning: April 1, 2000

Public Access to Information

**Information regarding any activities outlined in this plan can be obtained by contacting:
(select all that apply)**

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- Main business office of the PHA
- PHA development management offices
- Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004

[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

The PHA's mission is: (state mission here)
We have adopted the following Mission to guide the activities of the Huntsville Housing Authority.

Be It Resolved, that the Mission of The Housing Authority of the City Of Huntsville, Alabama is to:

Eliminate the negative influence of poverty in public housing to ensure that residents develop self-esteem and lead fulfilling and productive lives.

In order to achieve this mission, we will provide for:

-  Decent, safe and sanitary housing;
-  Guidance that lends to self-empowerment;
-  Assistance in delivering health, personal and social services to residents to remove barriers to their independence;
-  Educational assistance toward GED certification and matriculation in institutions of higher learning in academic and trade schools;
-  Pre-employment training for particular jobs;
-  Opportunities for entry level employment in industries and disciplines which will provide economic stability and rewards to ensure self-sufficiency; and
-  Affordable housing opportunities and promote homeownership.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- PHA Goal: Expand the supply of assisted housing
Objectives:
 - Apply for additional rental vouchers:
 - Reduce public housing vacancies: by 3%
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)

- PHA Goal: Improve the quality of assisted housing
Objectives:
 - Improve public housing management: (PHAS score) Remain High Performer Rating
 - Improve voucher management: (SEMAP score) Remain High Performer Rating
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions: Vacancy turnaround, high ratings of housing stock inspections, public housing finance; voucher unit inspections
 - Renovate or modernize public housing units: CGP funds for Viability
 - Demolish or dispose of obsolete public housing: Drake Tower (AL47-09)
 - Provide replacement public housing:
 - Provide replacement vouchers: Drake Tower (AL47-09) demolition
 - Other: (list below)

- PHA Goal: Increase assisted housing choices
Objectives:
 - Provide voucher mobility counseling:
 - Conduct outreach efforts to potential voucher landlords: increase potential (landlord) pool by 3%
 - Increase voucher payment standards:
 - Implement voucher homeownership program:
 - Implement public housing or other homeownership programs:
 - Implement public housing site-based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

- PHA Goal: Provide an improved living environment
Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: by 3%
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: by 3%
 - Implement public housing security improvements: PHDEP Grants - ongoing
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities): Johnson Towers (AL47-08)/ Todd Towers(AL47-11)/L. R. Patton – Addition (AL47-15)
 - Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - Increase the number and percentage of employed persons in assisted families: by 2%
 - Provide or attract supportive services to improve assistance recipients' employability: Outreach to applicable community, partners and agencies.
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities: Outreach to applicable community partners and agencies.
 - Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: Increase public notice measures and promotions.

- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability: Increase public notice measures and promotions
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: Increase public notice measures and promotions.
- Other: (list below)

Other PHA Goals and Objectives: (list below)

We have also adopted the following goals and objectives for the next five years.

Goal One: Manage the Huntsville Housing Authority's existing public housing program in an efficient and effective manner thereby qualifying as at least a high performer.

Objectives:

1. HUD shall recognize the Huntsville Housing Authority as a high performer in accordance with PHAS by March 31, 2005.
2. The Huntsville Housing Authority shall make our public housing units more marketable to the community as evidenced by an increase in our waiting list to one that requires a six-month wait for housing by March 31, 2005.
3. The Huntsville Housing Authority shall promote a motivating work environment with a capable and efficient team of employees to operate as a customer-friendly and fiscally prudent leader in the affordable housing industry.

Goal Two: Provide a safe and secure environment in the Huntsville Housing Authority's public housing developments.

Objectives:

1. The Huntsville Housing Authority shall reduce crime in its developments to the rate that is less than their surrounding neighborhood by March 31, 2005.

2. The Huntsville Housing Authority shall annually refine the memorandum of understanding between the jurisdiction's police force and this agency. The purpose of this is to better define the "edge problem" of crime that occurs near our developments and develop strategies for identifying and reducing this problem.
3. The Huntsville Housing Authority shall reduce its evictions by 5% due to violations of criminal laws by March 31, 2005.

Goal Three: Continue to improve communications outside the agency, among the staff, with residents and the community at large.

Objectives:

- A. Continue to improve public relations and communication with the City, County and Community Agencies, organizations and businesses. Market success stories through available media outlets.
- B. Improve telephone, radio and computer communication systems.
- C. Continue to conduct meetings with residents and community to obtain feedback on proposed grant, physical and management improvements.

Goal Four: Provide Board, Staff and Residents of HHA professional development, training and educational opportunities.

Objectives:

- A. Increase the knowledge of staff who operate computers to utilize the existing computer applications currently used by the Authority to their maximum capability.
- B. Provide staff with professional development training in the following areas:
 1. Oral, Written and Non-verbal communications
 2. Active Listening
 3. Time Management
 4. Stress Management
 5. Supervisory and Leadership training
 6. Maintenance Trade Skills
 7. Standard Operating Procedures and General Policies
- C. Provide leadership, conflict resolution, entrepreneurship and other training opportunities to resident leaders, resident council officers, and other interested residents.

D. Inform Board members of HUD policy and procedural changes in a timely manner. Secure training to fullest extent possible in meeting training needs.

Goal Five:

Implement income generating and cost saving measures.

Objectives:

- A. Identify property investments.
- B. Research Grant opportunities.
- C. Lease up Section 8 units to maximum extent allowable. (Budgeted Authority)
- D. Implement energy and utility saving efforts.
- E. Utilize force account labor in modernization renovations.
- F. Identify fixed costs which can be reduced.
- G. Hold residents accountable for fire safety, trash cleanup, etc.
- H. Hold employees accountable for safety, paper waste, lease violations, etc.
- I. Review HUD regulatory changes which allow for increased discretionary income.
- J. Identify other dollar generators.
- K. Sell seats for HHA's in house training to other local agencies.

Goal Six:

Foster resident self-sufficiency and economic opportunities.

Objectives:

- A. Comply with Section 3 Goals as established by HUD, including promotion of in-house hiring opportunities for assisted housing residents.
- B. Coordinate activities with the Workforce Development Board, Work Experience Program, and other aspects of WAGES Welfare Reform policies.
- C. Continue to develop maintenance and management trainee programs.
- D. Child Care resources will be increased.
- E. Develop a Computer Learning Center for use by children and adults.
- F. Scholarships for residents and students will be developed.
- G. Entrepreneur Training will be developed and expanded.
- H. Market the Family Self-sufficiency Program more effectively and fill all available slots.

Goal Seven:

Review, revise, develop and implement policies and procedures in accordance with the changing regulatory environment.

Objectives:

- A. Comply with public records retention guidelines.
- B. Review existing Memorandums of Understandings with Resident Councils, law enforcement and other agencies.

- C. Develop a new and improved Resident Orientation Program, and Handbook for new residents of Public and Section 8 Housing.
- D. Revise and improve the Section 8 rental assistance program landlord handbook.
- E. Market housing to non-traditional applicants, including working households and non-minorities.
- F. Update the Resident Selection and Assignment Plan.
- G. Implement effective housekeeping and yard cleanliness guidelines.
- H. Update/review other agency policies and procedures.

Goal Eight:

Encourage community, resident and staff teamwork.

Objectives:

- A. Utilize designated community facilities to offer community services and meet with residents about community needs.
- B. Utilize incentives to encourage resident and management involvement in crime reduction and community participation.
- C. Partner with local agencies and groups to offer services needed by assisted housing residents.
- D. Continue to improve communications with and expand outreach to landlords in the Section 8 rental assistance program and expand participation.

Goal Nine:

Improve physical conditions and appearances of all properties.

Objectives:

- A. Utilize the modernization planning program to develop and implement a five-year improvement plan.
- B. Develop programs and procedures to improve landscaping, cleanliness and beautification.
- C. Continue to implement preventive maintenance programs for plumbing, electrical and general maintenance.
- D. Continue to improve pest control procedures.

Goal Ten:

Retain skilled and qualified employees, volunteers, contractors, and consultants to accomplish objectives of this housing plan.

Objectives:

- A. Select highly qualified employees and volunteers by proper interviewing techniques, reference checks, background investigations and outreach techniques.

- B. Select contractors and consultants based upon price and qualification factors, using broad outreach efforts. Ensure that contractors and consultants satisfy the terms of their contracts.

Goal Eleven:

Fully utilize, upgrade, and/or replace the existing computer hardware and software.

Objectives:

- A. Award a contract to a qualified firm to develop a computer needs assessment. The report resulting from this assessment will recommend hardware to upgrade the capacity of the current mainframe and to integrate all existing peripheral computer equipment. The report will also identify software that is especially designed for use by housing authorities which meets the needs of all HHA users.
- B. Develop in-house expertise to handle routine computer problems.
- C. Implement regular training schedule to upgrade skills of all employees, including video training.

Goal Twelve:

Implement the system as established through Human Resources for rewarding employees for exemplary contributions and commitment.

Objectives:

- A. Increase awareness of reward system (pay for performance) established by Human Resources Department.
- B. Utilize open door policy as designated by Management.
- C. Recognize all employees equally at staff function.
- D. Utilize Human Resources to ensure all employee birthdays are recognized.

Goal Thirteen:

Improve and enhance HHA's public image.

Objectives:

- A. Improve site appearance of all properties.
- B. Market our successful programs and residents
- C. Perform customer service surveys
- D. Communicate more effectively with local government and other community agencies.
- E. Place logo on vehicles

Goal Fourteen:

Foster resident youth empowerment opportunities.

Objectives:

- A. Assess needs and desires of youth.
- B. Survey existing programs.
- C. Partner with local agencies to provide services on site.
- D. Communicate with schools, police, Serious Habitual Offenders Community Awareness Program (SHOCAP)
- E. Participate in and expand youth employment programs.

Our Annual Plan is based on the premise that if we accomplish our goals and objectives we will be working towards the achievement of our mission.

The plans, statements, budget summary, policies, etc. set forth in the Annual Plan all lead towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and objectives and are consistent with the Consolidated Plan. Here are just a few highlights of our Annual Plan:

- We have adopted an aggressive screening policy for public housing to ensure to the best of our ability that new admissions will be good neighbors. In our Section 8 program, we are screening applicants to the fullest extent allowable while not taking away the ultimate responsibility from the landlord. Our screening practices will meet all fair housing requirements.
- We have implemented a tenacious deconcentration policy.
- Applicants will be selected from the waiting list by preference and in order of the date and time they applied.
- We have established a minimum rent of \$50.00.
- We have established flat rents for all of our developments.
- In an attempt to encourage work and advancement in the workplace, we are not requiring interim recertifications if a resident or Section 8 participants have an increase in income. The increase will be reported at the next regular recertification.

In summary, we are on course to improve the condition of affordable housing in Huntsville, Alabama.

Annual PHA Plan

PHA Fiscal Year 2000

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

- High Performing PHA 96.25% PHMAP designation**
 Small Agency (<250 Public Housing Units)
 Administering Section 8 Only

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

Senior management of the 1999 Huntsville Housing Authority planning session addressed numerous environmental issues, both internal and external to the Authority that will affect the organization's ability to carry out its mission. Based on the environmental issues, the following assumptions have been developed.

WELFARE REFORM - Senior management agrees there is a need to prepare residents for welfare changes. Without this preparation these changes may lead to the probability of homelessness, increased crime, drug abuse, domestic violence and stress relating to less subsidy. Educate residents on employment and social opportunities in order to increase self-esteem and self-sufficiency. There is a need for resident job training programs and employment referral services.

APPEARANCE OF HHA FACILITIES - There will be a need to improve the appearance of HHA facilities to enhance our public image and attract working families as applicants. Investigate the possibility of utilizing juvenile offenders to work off their probationary hours by cleaning up the complexes.

AFFORDABLE CHILD CARE AND TRANSPORTATION - These two obstacles to self-sufficiency must be addressed in a coordinated fashion.

PREPARE FOR FUTURE BUDGET CUTS - They have already started and more are on the way. Staff and residents need to be informed of these changes. Social programs will be restructured and dollars reduced. Look for other sources of revenue. Continue in-house training programs to achieve maximum production for payroll costs. Review level of services and review organizational structure for efficient and effective delivery of services and/or service reductions. Strictly enforce lease to decrease damages. Attract higher income residents and carry out energy performance contracting.

TECHNOLOGY - Seek opportunities to utilize current technology to reduce costs and provide adequate services. Remain current with computer hardware and software changes to increase productivity.

FEWER HUD GUIDELINES/LESS OVERSIGHT - Modify policy and procedures to take advantage of this change. Stay informed of current changes from NAHRO, AAHRA, and PHADA, industry organizations, which advocate for assisted housing. Inform our state and local officials/representatives of our concerns and ask for their support. Also, ask them to inform us of any proposed changes and how it might impact our organization and clients.

EDUCATION/TRAINING - Train residents in parenting. Provide workshops, videos on parenting, drug education, and human behavior. There is a need to educate staff and residents of upcoming organizational changes and how to prepare for them. Develop programs to encourage/enhance skills of our residents to move from being dependent on the system to becoming independent by self-esteem/motivational classes.

ESTABLISH PARTNERSHIPS - HHA should pursue partnerships with nonprofit and/or for-profit developers who have expertise in new financing techniques. We need to train staff who can become knowledgeable of these new techniques.

ACCOUNTABILITY - Accountability at all levels: residents, staff, and Board. Both residents and staff need to improve their cooperation with each other.

STRATEGIC PLANNING - will be critical to survival in an operating environment that is less dependent on HUD funding and more market-oriented. The following areas are key factors in ensuring the future of the Housing Authority of the City of Huntsville, Alabama:

- Local initiatives will be essential if HHA is to succeed in making the transition to this new era. These initiatives will include public-private partnerships, entrepreneurial ventures, and innovative financing mechanisms.
- If HHA sites are fully modernized, can these units compete with the private market?
- Do any sites have redevelopment potential?

- What sources of non-federal financing are available for rehabilitation or construction of new affordable housing?
- What mixed-financing options are available? Such as the Huntsville Housing Authority's tax exempt financing capabilities, local bank loans, leveraging community reinvestment act requirements, municipal tax increment financing, use of Federal National Mortgage Association (FNMA), Federal Home Loan Bank (FBLB), Standard and Poors (S&P), and other finance enhancement programs will be explored.
- What public-private partnerships can benefit the HHA? We must facilitate HHA-private sector partnerships that maximize housing opportunities for low-and-moderate-income renters and homeowners.
- What private sector real estate management/maintenance techniques can reduce HHA operational costs?
- To advise HHA on taking advantage of new opportunities presented by deregulation.
- To assist in the development of local housing programs that enjoy broad based community support and promote the economic viability of the Housing Authority.
- Home ownership strategies.
- Recommendations to combine available federal programs.
- Using HHA equity to secure financing for development.
- Creating a mixed-income resident base.
- Combining other Federal funding resources, such as HOME and CDBG, with HHA programs.
- Market Analysis and Marketing.
- Planning and Zoning.
- HOPE VI is aimed at revitalizing severely distressed public housing. Eligible activities include:
- Funding capital repair costs of major reconstruction, rehabilitation and other physical improvements.

- Capital cost of replacement units and Section 8 Vouchers for replacement.
- Management improvements for the reconstructed developments.
- Planning and technical assistance.
- Demolition.

Up to 20% of an award may be used for community services programs, such as literacy training, job training, day-care and youth activities.

- The Huntsville Housing Authority plays the predominate role in responding to the City of Huntsville's extremely low-income (below 30% median) and low-income (below 50% median to 30% median) housing needs. Providing such extensive housing opportunities in a City of 175,458 population (estimated 1998), is proof of the Huntsville Housing Authority's deep commitment to its housing mission.
- There is a shortage of affordable housing.
- Can residents be linked to community resources that foster self-sufficiency, empowerment, upward mobility, and homeownership?
- How will the Huntsville Housing Authority's vision for the future be coordinated with other affordable housing players, including:
 - Huntsville Department of Community Development
 - Housing Assistance Partnership Task Force Planning Commission
 - Alabama Housing Development Agency Affordable Housing Advisory Committee and Huntsville Citizens Advisory committee
- An important part of how HHA evaluates itself is by an assessment of their housing stock
- Re-engineering of Section 8 Projects.
- Demolishing/replacing obsolete public housing; if demolished, can land be used for redevelopment purposes.
- Vouchering out obsolete public housing.
- Converting public housing to market rate housing with a mix of incomes.
- Revitalizing existing low-income housing through density reductions, reconfiguration of sites, and rehabilitation.

- Using low-income housing tax credits (LIHTC) program in the development of new affordable housing and selling tax credits to produce additional revenues for Huntsville Housing Authority deficits.
- Examining the effect of welfare reform on HHA residents.

A SPECIFIC SET OF UNIQUE SKILLS- are required to accomplish effectively and in a timely manner the objectives of a replacement housing program. These include a comprehensive analysis of the operations and assets of the Authority:

- experience in private and public housing management and marketing
- the ability to analyze accurately housing development feasibility
- experience in construction estimating, budgeting, and management
- the ability to leverage public resources (tax credits, grants, loans, etc.) and package them with private financing
- the ability to manage effectively the project team and to maintain project schedules and budgets
- the ability to work effectively with local leaders, community organizations and community residents
- sensitivity to and concern for urban planning, design, and land use objectives as well as community social and economic development objectives.

After a careful examination of the items stated above, the authority can prioritize and refine strategic options based on inputs from this process.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- Admissions Policy for Deconcentration (AL047a02)
- FY 2000 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2000 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan (PHDEP Plan for FY2000 – AL047a01)
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (Resident Advisory Board Recommendations FY2000 - AL047a03)
- Other (List below, providing each attachment name)

Civil Rights Certification - AL047a05

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	5,628	5	4	4	3	3	5
Income >30% but <=50% of AMI	3,950	4	4	4	3	3	4
Income >50% but <80% of AMI	5,397	3	3	3	3	3	3
Elderly	1,249	3	3	2	4	2	3
Families with Disabilities	N/A	4	N/A	3	4	2	3
Race/Ethnicity	3,623	5	4	4	3	3	5

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s Five-Year Plan
Indicate year: 1995 - 1999
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset: 1990
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing (date as of 9/30/99)		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	90		1 month
Extremely low income <=30% AMI	40	44%	
Very low income (>30% but <=50% AMI)	50	56%	
Low income (>50% but <80% AMI)	0	0	
Families with children	51	57%	
Elderly families	3	3%	
Families with Disabilities	14	16%	
Race/ethnicity	Black - 68	76%	
Race/ethnicity	White - 22	24%	

Housing Needs of Families on the Waiting List			
Race/ethnicity	Other - 0	0%	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	39	4%	
2 BR	28	31%	
3 BR	18	20%	
4 BR	3	4%	
5 BR	2	2%	
5+ BR	0	0	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance (date as of 9/30/99)			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	528		18 months
Extremely low income <=30% AMI	407	77%	
Very low income (>30% but <=50% AMI)	117	22%	
Low income (>50% but <80% AMI)	4	<1%	

Housing Needs of Families on the Waiting List			
Families with children	518	98%	
Elderly families	10	<2%	
Families with Disabilities	10	<2%	
Race/ethnicity	Black -456	86%	
Race/ethnicity	White - 67	13%	
Race/ethnicity	Hispanic - 2	<1%	

Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? 19 months Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Project-based only.			

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by: April 1, 2000 – March 31, 2001

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through Section 8 replacement housing resources
- Maintain or increase Section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required

- Maintain or increase Section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase Section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below):

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- Apply for additional Section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other (list below):

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other (list below):

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other (list below):

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other (list below):

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other (list below):

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel Section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the Section 8 program to owners outside of areas of poverty /minority concentrations
- Other (list below):

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA’s selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund	\$4,376,780.00	Funds 69% of the Conventional Public Housing Program
b) Public Housing Capital Fund	\$3,044,152.00	Funds the Modernization Program
c) HOPE VI Revitalization		
d) HOPE VI Demolition	\$430,000.00	Funds the Demolition of Drake Towers
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$3,213,951.00	Funds the Section 8 Program

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$480,000.00	Funds the Drug Elimination Program
g) Resident Opportunity and Self-Sufficiency Grants – EDSS Grant	\$500,000.00	Employment readiness training to assist residents toward self-sufficiency
h) Community Development Block Grant	\$30,000.00 \$12,000.00	Funds the Cultural Arts Conservatory Funds the HopeVI Feasibility Study
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
CGP 707-98	\$840,054.50	Unobligated funds
CGP 708-99	\$3,044,152.00	Unobligated funds
FY1997 PHDEP	\$210,993.00	Unobligated funds
FY1998 PHDEP	\$31,734.00	Unobligated funds
3. Public Housing Dwelling Rental Income	\$1,975,526.00	
4. Other income (list below)		
Project Restore	\$18,000.00	Organization lost funding during 2000
Other	\$70,043.00	Funds 1% of the Conventional Program
5. Non-federal sources (list below)		
Special Fund:		
HHSS Management Fee	\$1,800.00	Funds for special resident related projects & entrepreneurial programs
Income from Laundry Machine	800.00	Funds for special resident related projects & entrepreneurial programs
Total resources	\$18,279,985.50	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: Five (5) ordinal value
- When families are within a certain time of being offered a unit: Five (5) days
- Other: (describe) Immediately upon receipt of application.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe) Credit History

c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2) Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe):

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office
- Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?
2. Yes No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?
3. Yes No: May families be on more than one list simultaneously
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
 - PHA main administrative office
 - All PHA development management offices
 - Management offices at developments with site-based waiting lists
 - At the development to which they would like to apply
 - Other (list below)

(3) Assignment

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
 - One
 - Two
 - Three or More
- b. Yes No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

- a. Income targeting:
 - Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below) Prior written approval by PHA Housing management staff
- Other: (list below)

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

1 Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
- 1 Substandard housing
- Homelessness
- 1 High rent burden

Other preferences (select all that apply)

- 1 Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- 2 Those enrolled currently in educational, training, or upward mobility programs
- 2 Households that contribute to meeting income goals (broad range of incomes)
- 2 Households that contribute to meeting income requirements (targeting)
- 2 Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: The pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list) Housekeeping Video

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing

a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

Adoption of site-based waiting lists
If selected, list targeted developments below:

Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

Employing new admission preferences at targeted developments
If selected, list targeted developments below:

Other (list policies and developments targeted below)

d. Yes No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

Not applicable: Results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug-related activity only to the extent required by law or regulation
 Criminal and drug-related activity, more extensively than required by law or regulation
 More general screening than criminal and drug-related activity (list factors below)
 Other (list below) Credit History

b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug-related activity
 Other (describe below) Upon request from Landlord for a nominal fee.

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- None
 Federal public housing
 Federal moderate rehabilitation

- Federal project-based certificate program
- Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance?
(select all that apply)

- PHA main administrative office
- Other (list below)

(3) Search Time

- a. Yes No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

When issuing a Certificate or Housing Voucher, the housing authority shall give the Family a Section 8 Participant's Packet, which includes: (Reference 24 CFR 982.301).

1. The term of the certificate or voucher is 60 days. A Certification and Voucher is valid for a period of 60 days from the date of issuance. Prior to expiration, the family may contact the HA to inquire about assistance the HA can provide the family in locating suitable housing. The family must submit a Request for Lease Approval within 60-day period unless an extension has been granted by the HA. Once the family finds a suitable unit and submits a Request for Lease Approval the clock is stopped and/or suspended on the term of the certification or voucher (See Section IV 94 Suspension). If the unit is not approved for any reason, the applicant will be allowed to use the remaining days of the initial term of the certification/voucher to find a suitable unit. If the initial term is not adequate for finding a unit to lease, the family may request an extension of the initial term as described below.
2. Requesting for extensions of the term. A family may request an extension of the Certification or Voucher time period. All requests for extensions should be received prior to the expiration date of the Certification or Voucher. Extensions are permissible at the discretion of the HA primarily for the following reasons:
 - (a) Extenuating circumstances such as hospitalization or a family emergency for an extended period of time which has affected the family's ability to find a unit within the initial 60-day time period. The HA representative will verify the extenuating circumstances prior to granting an extension.

- (b) The family has evidence that they made a consistent effort to locate a unit and request support services from the HA, throughout the initial 60-day period with regard to their inability to locate a unit.
- (c) The family has turned in a Request for Lease Approval prior to the expiration of the 60-day time period, but the unit has not passed HQS.
- (d) Time Period for extensions: A HA representative may grant one or more extensions not to exceed a total of 60 days. The initial term plus any extensions **MAY NOT** exceed 120 calendar days for the beginning of the initial term.

(4) Admissions Preferences

a. Income targeting

- Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs

- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

1 Date and Time

Former Federal preferences

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 2 Victims of domestic violence
- 1 Substandard housing
- 1 Homelessness
- 2 High rent burden

Other preferences (select all that apply)

- 2 Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in your jurisdiction
- 2 Those enrolled currently in educational, training, or upward mobility programs
- 2 Households that contribute to meeting income goals (broad range of incomes)
- 2 Households that contribute to meeting income requirements (targeting)
- 2 Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers

- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)
- The Section 8 Administrative Plan
 Briefing sessions and written materials
 Other (list below)
- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
- Through published notices
 Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.79 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

- a. Use of discretionary policies: (select one)
- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0
 \$1-\$25
 \$26-\$50

2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

Minimum Rent Hardship Exemptions:

A. The HA shall immediately grant an exemption from application of the minimum monthly rent to any family making a proper request in writing who is unable to pay because of financial hardship, which shall include:

- (1) The family has lost eligibility for, or is awaiting an eligibility determination from a federal, state, or local assistance program, including a family that includes a member who is an alien lawfully admitted for permanent residence under the immigration and nationalization act who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996.
- (2) The family would be evicted as a result of the implementation of the minimum rent (this exemption is only applicable for the initial implementation of a minimum rent or increase to the existing minimum rent).
- (3) The income of the family has decreased because of changed circumstance, including loss of employment.
- (4) A death in the family has occurred which affects the family circumstances.
- (5) Other circumstances which may be decided by the HHA on a case by case basis.

All of the above must be proven by the Resident providing verifiable information in writing to the HHA prior to the rent becoming delinquent and before the lease is terminated by the HHA.

B. If a resident requests a hardship exemption under this section (**prior to the rent being delinquent**), and the HA reasonably determines the hardship to be of a temporary nature, exemption shall not be granted during a 90 day period beginning upon the making of the request for the exemption. A resident may not be evicted during the 90-day period for nonpayment of rent. In such a case, if the resident thereafter demonstrates that the financial hardship is of a long term basis, the HA shall retroactively exempt the resident from the applicability of the minimum rent requirement for such 90-day period. This paragraph does not prohibit the HHA from taking eviction action for other violations of the lease.

c. Rents set at less than 30% than adjusted income

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

Yes for all developments

Yes but only for some developments

No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

For specified general occupancy developments

For certain parts of developments; e.g., the high-rise portion

For certain size units; e.g., larger bedroom sizes

Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- Other (list below)

g. Yes No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below) Fair Market Rates (FMRs)

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below):
Or as published by HUD by updating local/regional FMRS.

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below) Survey of similar unassisted units in the neighborhood

(2) Minimum Rent

a. What amount best reflects the PHA’s minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

b. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

In accordance with the The Housing Authority of the City of Huntsville, Alabama’s “Admissions and Continued Occupancy Policy” (A.C.O.P.) adopted August 1999 is the following policy.

SECTION XVIII. DETERMINATION OF RENT, RE-EXAMINATION OF INCOME AND FAMILY CIRCUMSTANCES

7. Minimum Rent Hardship Exemptions:

- A. The HA shall immediately grant an exemption from application of the minimum monthly rent to any family making a proper request in writing who is unable to pay because of financial hardship, which shall include:
 - (1) The family has lost eligibility for, or is awaiting an eligibility determination from a federal, state, or local assistance program, including a family that includes a member who is an alien lawfully admitted for permanent residence under the immigration and nationalization act who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996.
 - (2) The family would be evicted as a result of the implementation of the minimum rent (this exemption is only applicable for the initial implementation of a minimum rent or increase to the existing minimum rent).
 - (3) The income of the family has decreased because of changed circumstance, including loss of employment.
 - (4) A death in the family has occurred which affects the family circumstances.
 - (5) Other circumstances which may be decided by the HHA on a case by case basis.

All of the above must be proven by the Resident providing verifiable information in writing to the HHA prior to the rent becoming delinquent and before the lease is terminated by the HHA.

- B. If a resident requests a hardship exemption under this section (**prior to the rent being delinquent**), and the HA reasonably determines the hardship to be of a temporary nature, exemption shall not be granted during a 90 day period beginning upon the making of the request for the exemption. A resident may not be evicted during the 90-day period for nonpayment of rent. In such a case, if the resident thereafter demonstrates that the financial hardship is of a long term basis, the HA shall retroactively exempt the resident from the applicability of the minimum rent requirement for such 90-day period. This paragraph does not prohibit the HHA from taking eviction action for other violations of the lease.

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. Yes No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- PHA main administrative office
 - PHA development management offices
 - Other (list below)

B. Section 8 Tenant-Based Assistance

1. Yes No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)
- PHA main administrative office
 - Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) CGP Annual/Five-Year Plan

-or-

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) CGP Annual/Five-Year Plan

-or-

The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

Yes No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)

b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
 - Revitalization Plan under development
 - Revitalization Plan submitted, pending approval
 - Revitalization Plan approved
 - Activities pursuant to an approved Revitalization Plan underway

Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
If yes, list developments or activities below:

Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.79 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

Yes No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description	
1a. Development name: Dr. Joseph F. Drake Towers	
1b. Development (project) number: AL47-09	
2. Activity type: Demolition <input checked="" type="checkbox"/>	Disposition <input type="checkbox"/>
3. Application status (select one)	
Approved <input checked="" type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: <u>(02/26/99)</u>	
5. Number of units affected: 86	
6. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input checked="" type="checkbox"/> Total development	
7. Timeline for activity:	
a. Actual or projected start date of activity: FY 1999 HOPE VI Demolition Grant No. AL09URDO47D199, effective date December 9, 1999 - \$430,000.00	
b. Projected end date of activity: July 30, 2000	

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management

Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.79(j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. Yes No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

- Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

- Units addressed in a pending or approved demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission:	(DD/MM/YYYY)
5. Number of units affected:	
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

- Yes No: Will the PHA limit the number of families participating in the Section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants
 26 - 50 participants

- 51 to 100 participants
- more than 100 participants

b. PHA-established eligibility criteria

- Yes No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria? If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- Yes No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas?

(select all that apply)

- Public housing rent determination policies
- Public housing admissions policies

- Section 8 admissions policies
- Preference in admission to Section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

Yes No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

b. Yes No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size? If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S.

Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937
--

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.79 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

3. Which developments are most affected? (list below)

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

2. Which developments are most affected? (list below)

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

2. Which developments are most affected? (list below)

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: Public Housing Drug Elimination Program Plan, AL047a01)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

- 1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
- 2. Yes No: Was the most recent fiscal audit submitted to HUD?
- 3. Yes No: Were there any findings as the result of that audit?
- 4. Yes No: If there were any findings, do any remain unresolved? If yes, how many unresolved findings remain?
- 5. Yes No: Have responses to any unresolved findings been submitted to HUD? If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

- 1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment,

rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

- Not applicable
- Private management
- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)

3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

- Attached at Attachment – File Name: Resident Advisory Board Recommendations FY 2000 (AL047a03)
- Provided below:

3. In what manner did the PHA address those comments? (select all that apply)

- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments
List changes below:
- Other: (list below) Refer to 18.A.2. above, AL047a03)

B. Description of Election process for Residents on the PHA Board

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: The City of Huntsville, Alabama

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments:

D. Other Information Required by HUD

Substantial deviations or Significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners.

Attachments

- AL047a01 - Public Housing Drug Elimination Program Plan
- AL047a02 - Admissions Policy for Deconcentration
- AL047a03 - Resident Advisory Board Recommendations
- AL047a04 - Civil Rights Certification

PHA Plan Table Library

Component 7 Capital Fund Program Annual Statement Parts I, II, and II

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number AL09-P047-709 FFY of Grant Approval: 2000

Original Annual Statement

Line No.	Summary by Development Account	
1	Total Non-CGP Funds	0.00
2	1406 Operations	0.00
3	1408 Management Improvements	180,000.00
4	1410 Administration	162,442.00
5	1411 Audit	0.00
6	1415 Liquidated Damages	0.00
7	1430 Fees and Costs	182,649.00
8	1440 Site Acquisition	0.00
9	1450 Site Improvement	460,000.00
10	1460 Dwelling Structures	1,846,710.00
11	1465.1 Dwelling Equipment-Nonexpendable	0.00
12	1470 Nondwelling Structures	0.00
13	1475 Nondwelling Equipment	115,000.00
14	1485 Demolition	0.00
15	1490 Replacement Reserve	0.00
16	1492 Moving to Work Demonstration	0.00
17	1495.1 Relocation Costs	97,351.00
18	1498 Mod Used for Development	0.00
19	1502 Contingency	0.00
20	Amount of Annual Grant (Sum of lines 2-19)	3,044,152.00
21	Amount of line 20 Related to LBP Activities	0.00
22	Amount of line 20 Related to Section 504 Compliance	0.00
23	Amount of line 20 Related to Security	0.00
24	Amount of line 20 Related to Energy Conservation Measures	0.00

Annual Statement
Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
HHA - Wide Management Training	03/30/02	09/30/03
HHA - Wide Administration	03/30/02	09/30/03
AL47-01 Councill Court	03/30/02	09/30/03
AL47-02 Butler Terrace	03/30/02	09/30/03
AL47-03 Sparkman Homes	03/30/02	09/30/03
AL47-04 Butler Terrace	03/30/02	09/30/03
AL47-05A Brookside	03/30/02	09/30/03
AL47-05B Lincoln	03/30/02	09/30/03
AL47-06 Northwoods	03/30/02	09/30/03
AL47-07A Northwoods Addition	03/30/02	09/30/03
AL47-07B Councill Court Addition	03/30/02	09/30/03
AL47-08 Johnson Towers	03/30/02	09/30/03
AL47-09 Drake Towers	03/30/02	09/30/03
AL47-10 Searcy Homes	03/30/02	09/30/03
AL47-11 Todd Towers	03/30/02	09/30/03
AL47-14 L. R. Patton	03/30/02	09/30/03
AL47-15 L. R. Patton	03/30/02	09/30/03

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
AL47-01	Councill Court – 180 Units	9	5%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Site: Repair/Replace Alleys			\$100,000	FFY2002
Building Exterior: Building ID/Site/Address Signage			\$ 26,000	FFY2002
Total estimated cost over next 5 years			\$126,000	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
AL47-02	Butler Terrace – 170 Units	12	7%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Site: Repair/Replace Alleys <u>MOD Upgrade Old Central Office</u>		\$125,000	FFY 2003
Site: Landscaping		50,000	FFY 2004
Building Exterior: Windows		9,500	FFY 2004
Storefront		3,800	FFY 2004
Concrete		8,000	FFY 2004
Building Interior: HVAC		20,800	FFY 2004
Bath MOD		6,500	FFY 2004
Carpentry		15,000	FFY 2004
Plumbing		7,800	FFY 2004
Doors		4,200	FFY 2004
Electrical		14,000	FFY 2004
Demolition		10,000	FFY 2004
Painting		14,000	FFY 2004
Security/Fire Alarm		15,000	FFY 2004
Finish Hardware		9,000	FFY 2004

Table Library

Total estimated cost over next 5 years	\$312,600	
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Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
AL47-03	Sparkman Homes – 186 Units	16	8%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Building Exterior: Gutters			\$ 79,050	FFY 2001
Site: Perimeter Fencing			87,210	FFY2002
Building Exterior: Building ID/Site/Address Signage			26,000	FFY2002
Total estimated cost over next 5 years			\$192,260	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
AL47-04	Butler Terrace Addition – 84 Units	10	12%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Site: Repair/Replace Alleys			\$60,000	FFY2003
Total estimated cost over next 5 years			\$60,000	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
AL47-05A & B	Brookside/Lincoln Park – 260 Units	5	2%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Site: Landscaping		\$100,000	FFY2001
Repair/Replace Alleys		\$175,000	FFY2001
Exterior: Gutters		\$ 84,950	FFY2001
Exterior: Repair Balconies/Landings		\$ 65,000	FFY2002
Total estimated cost over next 5 years		\$424,950	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	PAGE 1
AL47-06	Northwoods – 269 Units	8	3%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Site:				
Sidewalks/Alleys				
Perimeter Fencing			\$228,000	FFY2002
Landscaping			174,850	
			147,950	
Mechanical & Electrical:				
HVAC			\$968,400	
Building Exterior:				
Apartment Signage				
Window Shutters			\$ 33,625	
Gutters			84,650	
Exterior Storage			114,325	
			165,050	
Mechanical & Electrical:				
Ceiling Fans/Light Fixtures				
Plumbing/Water Heaters			\$161,400	FFY2003
Range Hoods/Garbage Disposals			106,255	
			154,675	
Building Exterior:				
Front-Rear Porches/Patios				
Exterior Storage			783,980	
			225,000	
Total estimated cost over next 5 years – Sub-Total			\$3,348,160	

Table Library

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	PAGE 2
AL47-06	Northwoods -Continued	266	3%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Previous Page Total			\$3,348,160	
Dwelling Units:			675,190	FFY2003
New Carpet/VCT			179,510	
Carpentry			60,700	
Vanities				
Building Exterior:				FFY2004
Security Doors			147,950	ddf
Building Interior:				
Door Replacement			376,000	FFY2004
Carpentry			766,650	FFY2004
Tub Surround			112,980	FFY2004
Bath MOD (Handicap)			27,550	FFY2004
Attic Insulation			137,190	FFY2004
Total estimated cost over next 5 years – Grand Total			\$5,831,880	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
AL47-07A & B	Northwoods Addition/ Council Court Addition – 194 Units	68*	35%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Site: Repair/Replace Alleys			35,000	FFY2001
Total estimated cost over next 5 years			\$35,000	

*66 Units Out for MOD

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
AL47-8	Johnson Towers – 120 Units	12	10%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years			\$0.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
AL47-09	Drake Towers– 194 Units	86	100%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years			\$0.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	PAGE 1
AL47-10	Searcy Homes – 100 Units	5	5%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Site:				
Sidewalk/Alleys			\$112,500	FFY2000
Perimeter Fencing			250,000	
Landscaping			135,000	
Mechanical & Electrical:				
HVAC			460,000	
Building Exterior:				
Security Window Screens/Doors			250,000	
Window Shutters			35,000	
Gutters			42,500	
Front-Rear Porches/Patios			722,500	
Exterior Storage			145,000	
Apartment Signage			47,710	
Dwelling Units:				
Abate Existing Flooring			106,500	
Total estimated cost over next 5 years – Sub-total			\$2,306,710	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	PAGE 2
AL47-10	Searcy Homes – Continued	5	5%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Total from Previous Page			\$2,306,710	
Site:			45,000	FFY2001
Site Lighting				
Mechanical & Electrical:			75,000	
Ceiling Fans/Light Fixtures			207,500	
Plumbing/Water Heaters			58,000	
Range Hoods/Garbage Disposals				
Building Exterior:			31,000	
Clean/Repair/Seal Brick			140,000	
Exterior doors/Frames/Hardware				
Dwelling Units:			345,000	
Windows			98,000	
New Carpet/VCT			255,000	
Kitchen Cabinets			344,500	
Carpentry			165,000	
Interior Doors/Hardware			40,000	
Vanities			71,000	
Attic Insulation			160,000	
Painting				
Total estimated cost over next 5 years – Sub-total			\$4,341,710	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	Page 3
AL47-10	Searcy Homes – Continued	5	5%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Total from Previous Page			\$4,341,710	FFY2002
Dwelling Units:				
New carpet/VCT			225,000	
Wall repair/replacement			85,000	
Total estimated cost over next 5 years – Grand Total			\$4,651,710	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
AL47-11	Todd Towers – 100 Units	3	3%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
None				
Total estimated cost over next 5 years			\$0.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
AL47-14	L. R. Patton Apts. – 97 Units	12	12%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
None				
Total estimated cost over next 5 years			\$0.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
AL47-15	L. R. Patton Additions – 10 Units	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
None				
Total estimated cost over next 5 years			\$0.00	

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
N/A	PHA-Wide			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Management Training			70,000	2000
Computer Software			110,000	2000
Management Training			70,710	2001
Management Training			70,000	2002
Management Training			70,000	2003
Management Training			70,000	2001
Total estimated cost over next 5 years			\$460,710	

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Page 1								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>
Councill Court AL47-01 Huntsville, AL	180, Family	\$126,000		N/A		N/A	N/A	N/A
Butler Terrace AL47-02 Huntsville, AL	170, Family	\$125,000		N/A		N/A	N/A	N/A
Sparkman Homes AL47-03 Huntsville, AL	186, Family	\$192,260		N/A		N/A	N/A	N/A

Butler Terrace Addition AL47-04 Huntsville, AL	84, Family	\$60,000		N/A		N/A	N/A	N/A
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Public Housing Asset Management

Page 2

Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>
Brookside AL47-5A Huntville, AL	72, Family	\$100,000		N/A		N/A	N/A	N/A
Lincoln Park AL47-5B Huntsville, AL	194, Family	\$324,950		N/A		N/A	N/A	N/A
Northwoods AL47-06 Huntsville, AL	269, Family	\$4,264,210		N/A		N/A	N/A	N/A
Northwoods Addition, AL 47-7A, Huntsville, AL	178, Family			N/A		N/A	N/A	N/A

Council Court Addition AL47-7B Huntsville, AL	16, Family	\$35,000		N/A		N/A	N/A	N/A
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Public Housing Asset Management

Page 3

Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>
Johnson Towers, AL47-8, Huntsville, AL	120, Elderly and Disabled	N/A	N/A	N/A	N/A	N/A	N/A	NA/
Drake Towers, AL47-9, Huntsville, AL	86, Elderly and Disabled	N/A	N/A	2/26/99, application approved by HUD	N/A	N/A	N/A	NA/
Searcy Homes, AL47-10, Huntsville, AL	100, Family	\$4,651,710		N/A		N/A	N/A	N/A
Todd Towers, AL47-11, Huntsville, AL	100, Elderly and Disabled	N/A	N/A	N/A	N/A	N/A	N/A	N/A
L. R. Patton, AL47-14, Huntsville, AL	100, Family	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Public Housing Asset Management

Page 4

Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>
L. R. Patton, Addition, AL47-15 L. R. Patton Addition, Huntsville, AL	10, Family	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Public Housing Drug Elimination Program Plan – AL047a01

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

Section 1: General Information/History

A. Amount of PHDEP Grant \$ 410,189

B. Eligibility type (Indicate with an “x”) N1 _____ N2 _____ R X

C. FFY in which funding is requested 2000

D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

The Huntsville Housing Authority will continue to use the title of Working to Inspire New Goals and Successes (WINGS) as a comprehensive approach to reduce illegal drug use and drug-related crime in our targeted developments. WINGS will combine the efforts of the residents, HHA staff, Huntsville Police Department, and other community agencies to enhance the quality of life for our residents. Funds received will be used to increase community policing and develop additional programs to strengthen the families and community through law enforcement, education, prevention, and intervention activities. A special focus will be on at-risk youths to help them avoid gang and drug activity, which is rampant in their community. Residents will be involved in all program planning and implementation because HHA believes that their involvement is an essential element in a successful program.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Northwoods, Northwoods Addition, Lincoln Park	641	1,303
Butler Terrace, L.R. Patton, Brookside,	436	668
Searcy Homes, Sparkman Homes	286	766
Councill Court	196	434

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an “x” to indicate the length of program by # of months. For “Other”, identify the # of months).

6 Months _____ **12 Months** _____ **18 Months** _____ **24 Months** X **Other** _____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission indicates the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	X	AL09DEP0470195	0		
FY 1996	X	AL09DEP0470196	0		
FY 1997	X	AL09DEP0470197	\$ 255,362		12/31/2000
FY1998	X	AL09DEP0470198	\$ 119,903		12/31/2000
FY 1999	X	AL09DEP0470199	\$ 410,189		01/31/2002

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

While the four high-density public housing developments have witness a decline in drug-related crime, many of the drug dealers still involve teens and preteens in their illegal activity. Working to Inspire New Goals and Successes (WINGS) will use a comprehensive approach to eliminate illegal drug use and drug-related crime in four targeted Huntsville Housing Authority (HHA) developments. Partnerships with the Boys & Girls Clubs of Greater Huntsville, Girls Incorporated, and Huntsville Public Library are examples of successful programs that have served as drug prevention in the targeted developments. Our partnership with the Huntsville-Madison County Mental Health Department has served as an outlet for numerous families to change their behavior as it relates to substance abuse. HHA will continue its efforts to provide a variety of services that will serve as deterrents to criminal activities.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY 2000 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	\$ 160,000
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	10,000
9160 - Drug Prevention	222,189
9170 - Drug Intervention	15,000
9180 - Drug Treatment	
9190 - Other Program Costs	3,000
TOTAL PHDEP FUNDING	\$410,189

C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 - Reimbursement of Law Enforcement						Total PHDEP Funding: \$	
						160,000	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Huntsville Police Dept.			1/1/01	12/31/01	160,000	160,000	Reduction in Crime rate
2.							
3.							

9120 - Security Personnel						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9130 - Employment of Investigators						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9140 - Voluntary Tenant Patrol						Total PHDEP Funding: \$	

Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 - Physical Improvements					Total PHDEP Funding: \$ 10,000		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Sparkman Homes Lighting			4/1/2001	4/30/2001	10,000		Resident safety survey
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$ 22,089		
Goal(s)							
Objectives							
Proposed Activities:	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Boys & Girls Club	600	3171	4/1/2001	3/31/2002	80,000		Evaluation Survey attending program
2. Girls Inc.	300	3171	4/1/2001	3/31/2002	35,000		Participation in activities
3. Huntsville Public Library	2500	3712	4/1/2001	3/31/2002	50,000		Participation in activities
4. HHA Activities	3712	3712	4/1/2001	6/30/2002	38,380		Youth enrolled in Metro-League sports
5. Cultural Arts Conservatory	3712	3712	4/1/2001	3/31/2002	18,809		Participation in activities

9170 - Drug Intervention					Total PHDEP Funding: \$ 15,000		
Goal(s)							

Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Huntsville/Madison County Mental Health Center	3502	3712	4/1/2001	3/31/2002	15,000		Increase in case management in targeted sites
2.							
3.							

9180 - Drug Treatment					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							

9190 - Other Program Costs					Total PHDEP Funds: \$ 3,000		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Program Evaluator			4/1/2001	3/31/2002	3,000		% of resident survey
2.							
3.							

Section 3: Expenditure/Obligation Milestones

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

Budget Line Item #	25% Expenditure of Total Grant Funds By	Total PHDEP Funding	50% Obligation of Total Grant Funds	Total PHDEP Funding Obligated
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	Activity #	Expended (sum of the activities)	by Activity #	(sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	Activity 1	100,000	Activity 1	60,000
9120				
9130				
9140				
9150	Activity 1	10,000		
9160	Activities 1, 2, 3, & 5	212,189	Activity 4	10,000
9170	Activity 1	15,000		
9180				
9190	Activity 1	3,000		
TOTAL		\$ 340,189		\$ 70,000

Section 4: Certifications

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

ADMISSIONS POLICY FOR DECONCENTRATION (AL047a02)

In accordance with the The Housing Authority of the City of Huntsville, Alabama's "Admissions and Continued Occupancy Policy" (A.C.O.P.) adopted August 1999 is the following policy.

SECTION XXVI. DECONCENTRATION RULE

1. Objective: The objective of the Deconcentration Rule for public housing units is to ensure that families are housed in a manner that will prevent a concentration of poverty families and/or a concentration of higher income families in any one development. The specific objective of the housing authority is to house no less than 40% of its public housing inventory with families that have income at or below 30% of the area median income by public housing development. Also the housing authority will take actions to ensure that no individual development has a concentration of higher income families in one or more of the developments. To ensure that the housing authority does not concentrate families with higher income levels, it is the goal of the housing authority not to house more than 60% of its units in any one development with families whose income exceeds 30% of the area median income. The housing authority will track the status of family income, by development, on a monthly basis by utilizing income reports generated by the Huntsville Housing Authority's computer system.

2. Actions: To accomplish the deconcentration goals, the housing authority will take the following actions:
 - A. At the beginning of each housing authority fiscal year, the housing authority will establish a goal for housing 40% of its new admissions with families whose incomes are at or below the area median income. The annual goal will be calculated by taking 40% of the total number of move-ins from the previous housing authority fiscal year.

 - B. To accomplish the goals of:
 - (1) Housing not less than 40% of its public housing inventory on an annual basis with families that have incomes at or below 30% of area median income, and

 - (2) Not housing families with incomes that exceed 30% of the area median income in developments that have 60% or more of the total household living in the development with incomes that exceed 30% of the area median income, the housing authority's Resident Selection and Assignment Plan, which is a part of this policy, provides for skipping families on the waiting list to accomplish these goals.

**AL047a03 - RESIDENT ADVISORY
BOARD RECOMMENDATIONS FY2000**

The Housing Authority of the City of Huntsville, Alabama (HHA) Agency Plan contained herein, along with referenced documents on file at the HHA Administration Offices, includes the submission requirements as outlined in the Interim Rule published in the February 18, 1999, Federal Register, PIH Notice 99-13, issued July 30, 1999, and as amended by PIH Notice 99-51, issued December 14, 1999.

The planning process began on August 17, 1999, with the establishment of HHA's Resident Advisory Board (RAB) as being during the City-Wide Resident Association meeting, on that date. The initial seven RAB members were representatives from HHA's public housing program resident council presidents at the following development sites.

1. Butler Terrace and Butler Terrace Addition (AL47-02 and 04)
2. Sparkman Homes (AL47-03)
3. Northwoods (AL47-06)
4. Northwoods Addition (AL47-7A)
5. Johnson Tower (AL47-08)
6. Searcy Homes (AL47-10)
7. L. R. Patton and L. R. Patton Addition (AL47-14 and 15)

The first RAB meeting was held on September 2, 1999, with agenda items consisting of an overview of the Quality Housing and Work Responsibilities Act of 1998 (QHWRA), Section 511 – Public Housing Agency Plan requirements of the QHWRA, a presentation of HHA's Comprehensive Agency Plan Development and Planning Process (flowchart and timeline), and revisions to HHA's Public Housing Admissions and Continued Occupancy Policy (ACOP), Public Housing Dwelling Lease, and Section 8 Administrative Plan (Admin. Plan), in accordance with the QHWRA's mandated changes.

On September 29, 1999, two additional RAB members were selected to become participants representatives from HHA's Section 8 program.

The second Resident Advisory Board meeting was held on October 28, 1999, with HHA's full RAB representatives (9 total – 7 public housing and 2 Section 8) invited to participate. This meeting's agenda items consisted of an approval of minutes of the September 2, 1999, meeting, (*on file*) a presentation, review and discussion of the HUD 50075 – PHA Plans Template, a presentation, review and discussion of HHA's Mission Statement, a presentation, review and discussion of HHA's Executive Summary and PHA 5-Year Plan Goals and objectives, a presentation, review and discussion of HHA's Executive Summary of the Annual PHA Plan, and a presentation, review and discussion of the RAB Suggestion/Comment Form and Process tool used to receive recommendations.

The third Resident Advisory Board meeting was held on November 4, 1999, with HHA's full RAB representatives invited to participate. This meeting's agenda items consisted of an approval of minutes of the October 28, 1999, meeting (*on file*) a presentation, review and discussion of HHA's Housing Needs in the Jurisdictions served by the PHA, a presentation, review and discussion of HHA's Strategy for Addressing the Housing Needs of Families in the PHA's Jurisdiction, a presentation, review and discussion of HHA's Demolition and Disposition Plan Activities, a presentation, review and discussion of HHA's Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities, a presentation, review and discussion of HHA's Safety and Crime Prevention Measures, and a presentation, review and discussion of HHA's Capital Fund Program Annual Statement – Parts I, II and III.

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RESIDENT ADVISORY BOARD RECOMMENDATIONS FY2000

The fourth Resident Advisory Board meeting was held on November 18, 1999, with HHA's full RAB representatives invited to participate. The meeting's agenda items consisted of an approval of minutes of the November 4, 1999, meeting (*on file*), a presentation, review and discussion of final HUD PIH Notice 99-33 issued July 30, 1999, and a final presentation, review and discussion of the RAB Suggestion/Comment Form and Process tool used to receive recommendations.

On December 8, 1999, HHA sent official notification letters (*on file*) to all nine Resident Advisory Board member representatives announcing the Public Hearing date, place and time to solicit public and private sector participation and comment regarding HHA's Agency Plans which have been developed in compliance with the QHWRA.

Finally, as a result of HHA's Resident Advisory Board meetings as presented above, the only written suggestion/comment form submitted by a RAB member representative is as follows:

“All the goals are great measures in assuring more moderate and safe housing. In believing that they (HHA) will help others whom are willing to help themselves (Public Housing residents and Section 8 participants).”

CIVIL RIGHTS CERTIFICATION – AL047a04

The Housing Authority of the City of Huntsville, Alabama does hereby agree and certify that it will carry out this Agency Plan (both our Five-Year Plan and our Annual Plan) in compliance with all applicable civil rights requirements and will affirmatively further fair housing. In particular, we will comply with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990. This is in continuation of our long-standing anti-discrimination tradition.

T. A. Harris, Jr.
Executive Director

Date