

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

**HOUSING AUTHORITY OF THE COUNTY
OF SEVIER, ARKANSAS**

AR022

FYB 07/01/2000

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: Housing Authority of the county of Sevier, AR.

PHA Number: ARO22VO3

PHA Fiscal Year Beginning: (mm/yyyy) 07/2000

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 within 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)

B. Goals

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

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 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.

PHA Goal: Expand the supply of assisted housing
Objectives:

- Apply for additional rental vouchers:
- Reduce public housing vacancies: less than 3% vacancy rate
- 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)
- Improve voucher management: (SEMAP score)
- Increase customer satisfaction:
- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:

_____ Provide replacement vouchers:

_____ Other: (list below)

_____ PHA Goal: Increase assisted housing choices

Objectives:

_____ Provide voucher mobility counseling:

_____ Conduct outreach efforts to potential voucher landlords

_____ 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:

_____ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:

X Implement public housing security improvements:

_____ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)

_____ 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:

X Increase the number and percentage of employed persons in assisted families:

X Provide or attract supportive services to improve assistance recipients? employability:

X Provide or attract supportive services to increase independence for the elderly or families with disabilities.

_____ 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:

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:

Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

____ Other: (list below)

Other PHA Goals and Objectives: (list below)

1. Improve all sites to comply with the Public Housing Assessment System.
2. Improve curbside appeal to all Housing to be more competitive with other housing in the area.
3. TO PROMOTE SELF SUFFINIENCY:
4. A. Continue offering continuing education courses on two sites. Including speech classes and computer training.
5. B. Single Parent Workshops held on site on a regular basis.
6. C. Network with Dept. of Human Services and other agencies in area collation T.E.A. meetings held on site on a regular basis.
7. D. Conduct wise Home Buying Seminars.
8. E. Conduct Credit Counseling Seminars.
9. F. Parents as teachers workshops.

**Annual PHA Plan
PHA Fiscal Year 2000**

[24 CFR Part 903.7]

Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

High Performing PHA

Small Agency (<250 Public Housing Units)

Administering Section 8 Only

Troubled Agency Plan

Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Public Housing Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives was created by the discretionary policies the PHA has included in the Annual Plan.

U.S. Housing Act of 1937 to provide decent, safe, and sanitary housing within the financial reach of low income families. The Housing Authority of the County of Sevier, Arkansas, was established in 1958. In 1961 8 units were built in Horatio, with 24 units built in De Queen in June 1962. In 1967 another 38 units were built in De Queen. Since 1984, the Authority has built 14 new units in Horatio, 6 in Lockesburg, and 21 in De Queen. This brings our total number of units, in Sevier County, to 111.

Section 511 of the Quality Housing and Work Responsibility Act of 1998 created the Public Housing Agency Plans for a 5-Year Plan and an Annual Plan. This 5-Year Plan describes the mission of the Housing Agency and the Agency's long range goals and objectives for achieving this mission over the next five year period. This Annual Plan provides details of this agency's strategy for addressing the needs of the community in the upcoming fiscal year.

The main goal of this plan, is to continue providing quality affordable housing for families, senior citizens and persons with special needs in a safe and sanitary setting, without discrimination.

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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Annual Plan

Executive Summary

i. Table of Contents

Housing Needs

1. Financial Resources
2. Policies on Eligibility, Selection and Admissions
3. Rent Determination Policies
4. Operations and Management Policies
5. Grievance Procedures
6. Capital Improvement Needs
7. Demolition and Disposition N/A
8. Designation of Housing
9. Conversions of Public Housing N/A
10. Homeownership N/A
11. Community Service Programs N/A
12. Crime and Safety N/A
13. Pets (Inactive for January 1 PHAs)
14. Civil Rights Certifications (included with PHA Plan Certifications)
15. Audit
16. Asset Management
17. Other Information

**Attachments Attachments Attachments Attachments Attachments Attachments
Attachments Attachments Attachments Attachments Attachments**

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	active CIAP grant	
	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
	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 check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	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
	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
X	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 response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional)	(specify as needed)

- Consolidated Plan of the Jurisdiction/s
 Indicate year: 1998-1999
- U.S. Census data: the Comprehensive Housing Affordability Strategy
 (?CHAS?) dataset
- American Housing Survey data
 Indicate year: _____
- Other housing market study
 Indicate year: _____
- Other sources: (list and indicate year of information)

A. 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 wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based 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			
<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	57		41
Extremely low income <=30% AMI	39	68%	
Very low income (>30% but <=50% AMI)	15	9%	
Low income (>50% but <80% AMI)	3	5%	
Families with children	43	75%	
Elderly families	11	19%	
Families with	3	5%	

Housing Needs of Families on the Waiting List			
Disabilities			
WHITE	35	61%	
BLACK	8	14%	
HISPANIC	9	16%	
OTHER	5	9%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	12	21%	10
2 BR	15	26%	20
3 BR	30	53%	11
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? No <input checked="" type="checkbox"/> Yes			
If yes:			
<p>B. How long has it been closed (# of months)? B. How long has it been closed (# of months)? B. How long has it been closed (# of months)? B. How long has it been closed (# of months)?</p> <p>B. How long has it been closed (# of months)? B. How long has it been closed (# of months)? B. How long has it been closed (# of months)? B. How long has it been closed (# of months)?</p> <p>B. How long has it been closed (# of months)? B. How long has it been closed (# of months)? B. How long has it been closed (# of months)? B. How long has it been closed (# of months)?</p> <p>B. How long has it been closed (# of months)? B. How long has it been closed (# of months)? B. How long has it been closed (# of months)? B. How long has it been closed (# of months)?</p> <p>B. How long has it been closed (# of months)? B. How long has it been closed (# of months)? B. How long has it been closed (# of months)? B. How long has it been closed (# of months)?</p>			
Does the PHA expect to reopen the list in the PHA Plan year? No Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes			

C. Strategy for Addressing Needs

The Housing Authority has

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

currently modernized our housing units. More modernization is planned to make our housing more appealing to families. Networking with realtors and financial institutions to provide home buyers training is planned. Also, will provide credit

counseling to any interested citizens.

(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:

Select all that apply

- X Employ effective maintenance and management policies to minimize the number of public housing units off-line
- X 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
- X 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

(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)

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 housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. The table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended for eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use of 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	120,329.	
b) Public Housing Capital Fund	180,373.	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant- Based Assistance	N/A	
f) Public Housing Drug Elimination Program (including any Technical Assistance	N/A	

- 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: (state number)
 ___X___ When families are within a certain time of being offered a unit: ON RECEIPT
 ___ Other: (describe)
- b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?
 ___X___ Criminal or Drug-related activity
 ___X___ Rental history
 ___X___ Housekeeping
 ___X___ Other (describe)Credit History
- c. ___X___ Yes ___ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. ___X___ Yes ___ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. ___ Yes ___X___ 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)
 ___X___ Community-wide list
 ___ Sub-jurisdictional lists
 ___ Site-based waiting lists
 ___ Other (describe)
- b. Where may interested persons apply for admission to public housing?
 ___X___ 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)
 - Other: (list below)

a. 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**)

1. 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:

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

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 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)

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)

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 assistance program (vouchers, and until completely merged into the voucher program, certificate program).

(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)
- 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)

(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:

(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.

_____ Date and Time

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

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)

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)

a. 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 903.7 9 (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 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 X No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

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

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

1. ___ Yes X 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

X 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

X 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)

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant 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)

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)

(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)

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 s
Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA

Management Structure

(select one) Describe the PHA?s management structure and organization.

- 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
ected turnover in each. (Use ?NA? to indicate that the PHA does not operate any of the programs listed

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	111 UNITS	38
Section 8 Vouchers	N/A	
Section 8 Certificates	N/A	
Section 8 Mod Rehab	N/A	
Special Purpose Section 8 Certificates/Vouchers	N/A	

(list individually)		
Public Housing Drug Elimination Program (PHDEP)	N/A	
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks 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 (includes cockroach infestation) and the policies governing Section 8 management.

- (1) Public Housing Maintenance and Management: (list below)
 - Occupancy policy
 - Lease
 - Resident Handbook and related leaflets
 - Maintenance Policy
 - Infestation...
 - Housekeeping Standards
 - Terminix contract for eradication
 - In House eradication as needed
- (2) Section 8 Management: (list below)

N/A

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. See Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. ___ Yes ___X___ 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 not to Component 8.

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

Select one:
 The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)
 Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities that the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public 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 program annual statement updated HUD-52837.

-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

a. Yes No: Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan t OR by completing and attaching a properly updated HUD-52834.

s 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

-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 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 903.7 9 (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: 1b. Development (project) number:
2. Activity type: <input type="checkbox"/> Demolition <input type="checkbox"/> Disposition
3. Application status (select one) <input type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date application approved, submitted, or planned for submission: <u>DD/MM/YY</u>
5. Number of units affected: Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

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.**

<u>Designation of Public Housing Activity Description</u>
1a. Development name: 1b. Development (project) number:
2. Designation type: <input type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input type="checkbox"/> Approved; included in the PHA?s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
1. Number of units affected:

7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
--

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (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:	
_____	HOPE I
_____	5(h)
_____	Turnkey III
_____	Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	
_____	Approved; included in the PHA's Homeownership Plan/Program
_____	Submitted, pending approval
_____	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)	
_____	Part of the development
_____	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

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 U.S. Housing Act of 1937
--

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.79 (m)]

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

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

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 use 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 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: ____)**

[24 CFR Part 903.7 9 (n)] **14. RESERVED FOR PET POLICY**

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 performing and small PHAs are not required to complete this component.
PHA Plan?

1. Yes No: PHAs are not required to complete this component performing and small PHAs are not required to complete this component.
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 903.79 (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)
 - 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)

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 necessary).

1. Consolidated Plan jurisdiction: (provide name here)

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 **Component 7** of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

D. Other Information Required by HUD

19. Definition of “Substantial Deviation” and “Significant Amendment or Modification”

The Housing Authority will consider the following to be changes in its Agency Plan necessary and sufficient to require a full review by the Resident Advisory Board before a corresponding change in the Agency Plan can be adopted:

- 20. Any alteration of the PHA’s Mission Statement**
- 21. Any change or amendment to a stated Strategic Goal**
- 22. Any change or amendment to a stated Strategic Objective except in a case where the change results from the objective having been met**
- 23. Any introduction of a new Strategic Goal or a new Strategic Objective**
- 24. Any alteration in the Capital Fund Program that affects an expenditure greater than twenty percent of the CFP Annual Budget for that year**

In defining the above, the Housing Authority intends by “Strategic Goal” and “Strategic Objective” specifically those items in its Five Year Plan and any change in the above items will be considered a “substantial deviation” from the plan. Furthermore, the PHA considers the following changes to require a public process before amending said changes and that these items are “significant amendments or modification” to the Agency Plan:

- 1) Changes to rent or admissions policies or organization of the waiting list**
- 2) Additions of non-emergency work-items (items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund**
- 3) Additions of new activities not included in any PHDEP Plan**
- 4) Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities**

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements, such changes will not be considered significant amendments by HUD.

Use this section to provide any additional information requested by HUD.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

**Capital Fund
Program Annual**

**PHA Plan
Table Library**

**Statement
Parts I, II, and II**

**Annual Statement
Capital Fund Program (CFP) Part I: Summary**

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	18,073.
3	1408 Management Improvements	13,759.
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	90,000.
10	1460 Dwelling Structures	63,600.
11	1465.1 Dwelling Equipment-Nonexpendable	7,000.
12	1470 Nondwelling Structures	21,500.
13	1475 Nondwelling Equipment	1,000.
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	214,932
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

**Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
PHA WIDE	OPERATIONS	1406	18,073.
PHA WIDE	MANAGEMENT IMPROVEMENTS	1408	

AR-22-2/22-3	SITE IMPROVEMENTS	1450	20,000.
AR-22-2	NEW FENCE (CHAIN-LINK 6FOOT)	1450	18,200.
AR-22-2/22-4	PLAYGROUND EQUIPMENT	1450	31,000.
AR-1,2,3,4.	FLOOR TILE	1460	2,400.
AR-22-3	THERMAL WINDOWS	1460	61,200.
PHA WIDE	NEW REFER. NEW RANGE (10)	1465.1	7,000.
PHA WIDE	PAINT STORAGE	1470	21,500.
PHA WIDE	COMPUTER SCANNER	1475	400.
PHA WIDE	DIDGIAL CAMERA	1475	600.

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

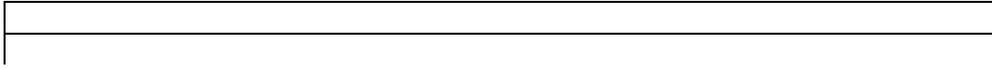
Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
AR22-1	3/31/2002	3/31/2003
AR22-2	3/31/2002	9/30/2003
AR22-3	3/31/2002	9/30/2003
AR22-4	3/31/2002	9/30/2003

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			
Item Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
of Needed Physical Improvements or Management Improvements			Estimated Cost
MAINTANCE UTILITY VEHICLE			5500.00
LAWN MOWER (2 EA)			10000.00
PHONE SYSTEM			3000.00
WORD PROCESSOR (2EA)			800.00
OFFICE FURNITURE			2000.00
COMPUTERS,UPGRADE,AND SOFTWARE			6000.00
STORAGE BUILDING			35000.00
13 FOOT FLAT BED TRAILER			1500.00
COMPUTER SCANNER			400.00
UPGRADE SECURITY SYSTEM			3500.00
COMMUNITY SERVICES COORDINATOR			JULY2001
BRUSH AND LIMB CHIPPER			10000.00
COMMUNITY SERVICES COORDINATOR			JULY2002
COMPUTERS, UPGRADE,AND SOFTWARE			JULY2002

COMMUNITY SERVICES COORDINATOR		JULY2003
ited cost over next 5 years		



Optional 5-Year Action Plan Tables

Unit Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development

of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
30" GAS RANGE (8 UNITS)	2440.00	JULY2001
14 CU.FT. REFRIGERATOR	3192.00	JULY2001
KITCHEN CABINETS (8 UNITS)	24000.00	JULY2001
BATHROOM FIXTURES (TOILETS&SINKS) (8 UNITS)	4000.00	JULY2001
PLAY GROUND EQUIPMENT	31430.00	JULY2001
ELECTRICAL BREAKER BOXES (8 UNITS)	3500.00	JULY2001
INSULATED WINDOWS (8 UNITS)	15000.00	JULY2001
CHAINLINK FENCE	4572.00	JULY2001
FLUORESCENT LIGHT FIXTURES (8 UNITS)	532.00	JULY2001
Estimated cost over next 5 years		

Optional 5-Year Action Plan Tables

Unit Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development

of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
BREAKER BOXES (24 UNITS)	9600.00	JULY2002
KITCHEN CABINETS (8 UNITS)	23200.00	JULY2002
SEWER CLEAN OUTS (24 UNITS)	10000.00	JULY2002
FROST FREE FAUCETS (24 UNITS)	3840.00	JULY2002
FLUORESCENT LIGHT FIXTURES (24 UNITS)	1596.00	JULY2002
	23200.00	JULY2003
KITCHEN CABINETS (8 UNITS)	2440.00	JULY2003
30" GAS RANGES (8 UNITS)	3192.00	JULY2003
14 CU.FT. REFRIGERATORS (8 UNITS)		

Estimated cost over next 5 years					
Optional 5-Year Action Plan Tables					
Unit Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development		
of Needed Physical Improvements or Management Improvements				Estimated Cost	Planned Start Date (HA Fiscal Year)
PLAY GROUND EQUIPMENT				31430.00	JULY2001
PARKING PADS				5000.00	JULY2001
CHAIN LINK FENCE				10751.00	JULY2001
SIDEWALK REPAIR				20000.00	JULY2001
KITCHEN CABINETS (8 UNITS)				23200.00	JULY2001
30" GAS RANGES (8 UNITS)				2440.00	JULY2001
14 CU.FT. REFRIGERATORS (8 UNITS)				3192.00	JULY2001
30" GAS RANGES (8 UNITS)				2440.00	JULY2002
14 CU.FT. REFRIGERATORS (8 UNITS)				3192.00	JULY2002
FLOOR TILE (24 UNITS)				27000.00	JULY2004
Estimated cost over next 5 years					

Optional 5-Year Action Plan Tables

t Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
of Needed Physical Improvements or Management Improvements			
	Estimated Cost	Planned Start Date (HA Fiscal Year)	
KITCHEN CABINETS (9 UNITS) 30" GAS RANGE (9 UNITS) 14 CU.FT. REFRIGERATORS (9 UNITS) SIDE WALK REPAIRS	28800.00 2745.00 3591.00 4500.00	JULY2002 JULY2002 JULY2002 JULY2002	
KITCHEN CABINETS (9 UNITS) 30" GAS RANGES (9 UNITS) 14 CU.FT. REFRIGERATORS (9 UNITS) FLOOR TILE (38 UNITS) FLUORESENT LIGHT FIXTURS (38 UNITS)	28800.00 2745.00 3591.00 30000.00 2527.00	JULY2003 JULY2003 JULY2003 JULY2004 JULY2001	
KITCHEN CABINETS (11 UNITS) 30" GAS RANGE (11 UNITS) 14 CU.FT. REFRIGERATORS (11 UNITS) BREAKER BOXES (19 UNITS) FENCE KITCHEN CABINETS (9 UNITS) 30" GAS RANGE (9 UNITS) 14 CU.FT. REFRIGSRATOR (9 UNITS)	35200.00 3355.00 4389.00 6650.00 5112.00 28800.00 2745.00 3591.00	JULY2001 JULY2001 JULY2001 JULY2001 JULY2001 JULY2002 JULY2002 JULY2002	

Estimated cost over next 5 years					
Optional 5-Year Action Plan Tables					
Unit Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development		
of Needed Physical Improvements or Management Improvements				Estimated Cost	Planned Start Date (HA Fiscal Year)
FLUORESCENT LIGHT FIXTURE (41 UNITS)				2727.00	JULY2001
REFINISH KITCHEN CABINETS (41 UNITS)				16000.00	JULY2001
REPLACE WATER CUTOFFS (41 UNITS)				3100.00	JULY2001
REPLACE OUTSIDE WATER FAUCETS (41 UNITS)				13000.00	JULY2002
30" GAS RANGE (41 UNITS)				14350.00	JULY2003
14CU.FT. REFERIGERATOR (41 UNITS)				17500.00	JULY2003
REPAIRS AND REPLACEMENT WILL BE MADE AT A CLOSER DATE.					JULY2004

Estimated cost over next 5 years					
Optional 5-Year Action Plan Tables					
Unit Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development		
of Needed Physical Improvements or Management Improvements				Estimated Cost	Planned Start Date (HA Fiscal Year)

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Estimated cost over next 5 years

Optional 5-Year Action Plan Tables			
Unit Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development

of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)

Estimated cost over next 5 years					
Optional 5-Year Action Plan Tables					
Unit Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development		
of Needed Physical Improvements or Management Improvements				Estimated Cost	Planned Start Date (HA Fiscal Year)
Estimated cost over next 5 years					

Estimated cost over next 5 years					
Optional 5-Year Action Plan Tables					
Unit Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development		
of Needed Physical Improvements or Management Improvements				Estimated Cost	Planned Start Date (HA Fiscal Year)

Estimated cost over next 5 years			

Optional 5-Year Action Plan Tables			
Item Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development

Item Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	Estimated Cost	Planned Start Date (HA Fiscal Year)
of Needed Physical Improvements or Management Improvements					
Estimated cost over next 5 years					

Optional 5-Year Action Plan Tables			
Item Number	Development Name	Number	% Vacancies

	(or indicate PHA wide)	Vacant Units	in Development

of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years		

Optional 5-Year Action Plan Tables			
Item Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development

of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)

Estimated cost over next 5 years				

Optional 5-Year Action Plan Tables			
Item Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development

Item Number	Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Estimated cost over next 5 years			

Optional 5-Year Action Plan Tables			
Item Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development

of Needed Physical Improvements or Management Improvements			Estimated Cost
			Planned Start Date (HA Fiscal Year)
ted cost over next 5 years			

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development

of Needed Physical Improvements or Management Improvements			Estimated Cost
			Planned Start Date (HA Fiscal Year)

Estimated cost over next 5 years		

Optional 5-Year Action Plan Tables			
Item Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development

Item Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	Estimated Cost	Planned Start Date (HA Fiscal Year)
of Needed Physical Improvements or Management Improvements					

Estimated cost over next 5 years		
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Optional 5-Year Action Plan Tables			
Item Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development

Item Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	Estimated Cost	Planned Start Date (HA Fiscal Year)
of Needed Physical Improvements or Management Improvements					

Estimated cost over next 5 years		

Optional 5-Year Action Plan Tables

Item Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development

Item Number	Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)

ited cost over next 5 years		

