

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: HOUSING AUTHORITY OF THE CITY OF ALMA,
ARKANSAS (Alma Housing Authority)

PHA Number: AR37P096909

PHA Fiscal Year Beginning: (mm/yyyy) 04/2000

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.
- X The PHA's mission is: (state mission here)

MISSION STATEMENT:

The Alma Housing Authority shall operate each project, AR096-001 and AR096-002, for the purpose of providing decent, safe and sanitary housing for eligible families without discrimination. To promote serviceability, economy, efficiency and the stability of the projects and the economic and social well-being of the residents.

In achieving our mission, the Alma Housing Authority will:

- Provide, preserve and improve our housing stock through a strong maintenance and modernization program
- Serve our elderly and family residents with quality housing that is decent, safe and sanitary without discrimination
- Assist our residents and clients by providing access to opportunities for counseling, for further education, self sufficiency and homeownership
- To work with the City of Alma toward the overall development and improvements of our city

In support of this mission, The Alma Housing Authority has ensured that our mission and strategic goals are consistent with HUD's mission and goals, as set out in the Supplementary Information of HUD Guidance to the Interim Rule, 24 CFR 903, at section III, *The Public Housing Agency Plans*, part A,2, "An Acceptable 5-Year Plan," which states:

HUD's mission is to promote adequate and affordable housing, economic opportunity, and a suitable living environment without discrimination. **HUD's strategic goals** that are applicable to PHAs are (1) increasing the availability of decent, safe and affordable Housing; (2) ensuring equal opportunity in housing for all Americans; (3) promoting self-sufficiency and asset development of families and individuals; and (4) improving community quality of life and economic vitality.

We at the Alma Housing Authority believe that our mission and strategic goals are consistent with the HUD mission and goals indicated above.

STATEMENT OF 5 YEAR GOALS AND OBJECTIVES

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:
 - 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:
 - 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:
 - Increase the number and percentage of employed persons in assisted families:
 - Provide or attract supportive services to improve assistance recipients' employability:
 - 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)

STATEMENT OF 5 YEAR GOALS AND OBJECTIVES

STRATEGIC GOALS:

The Alma Housing Authority has established the following strategic goals by which to govern its planning and operations.

One (01): Provide, preserve and improve our housing stock through a strong maintenance and modernization program.

Two (02): Serve our elderly and family residents with quality housing that is decent, safe and sanitary without discrimination.

Three (03): Assist our residents and clients by providing access to opportunities for counseling, for further education, self-sufficiency and homeownership.

Four (04): To work with the City of Alma toward the overall development and improvement of our city.

Five (05): To keep our policies and operating procedures current with regulations and with sound management practices.

OBJECTIVES TO FULFILL OUR STRATGIC GOALS:

The Alma Housing Authority has determined to fulfill its goals:

1. Re-exam our Housing Stock with competition in mind. Re-examine our modernization plan.
2. Pass Annual HQS inspections of all units. Perform Quarterly inspections of all family units. Keep track of work orders and the cost for each unit. Improve unit turnaround time. Keep an active waiting list without discrimination.
3. Provide information on how to further resident well being with education, Counseling, self sufficiency and homeownership.
4. Work with the City of Alma to improve our community.

The Alma Housing Authority has developed its 5-Year Plan with these in mind. To be achievable, a plan must be realistic, achievable, and have measurable goals.

Goal Objectives in support of the Mission Statement:

Goal One (01): Provide, preserve and improve our housing stock through a strong maintenance and modernization program.

Goal 1 Objectives:

1. Make sure turnaround time is kept where the unit is not vacant for an extended period of time.
2. Continue to supply housing that meets all Housing Quality Standards (HQS).
3. Continue with our work order system.
4. Continue with our preventive maintenance program.
5. Continue with our monthly pest program.
6. Continue with our Quarterly, Annual, Move In, Move Out inspections.
7. Continue with our CIAP modernization program, if funds available, to keep all units updated.

Goal 1 Measurement:

1. Keep unit turnaround time at 25 days or less.
2. Make sure all units pass HQS inspections.
3. Keep emergency and safety related work orders at a minimum.
4. Continue to keep track of our preventative maintenance schedule for all units.
5. Continue to keep units roach free.
6. To ensure residents responsibility in maintaining decent, safe and sanitary housing.

Goal Two (02): Serve our elderly and family residents with quality housing that is decent, safe and sanitary without discrimination.

Goal 2 Objectives:

1. Assure an adequate supply of housing for all, especially for families with urgent needs.
2. Keep an active waiting list for elderly and family.

Goal 2 Measurement:

1. Make sure losses are kept at a minimum at move out. One of the ways to improve this is to increase our security deposits on family units to \$150.00. This should cut our losses and help enforce being able to reduce our turnaround time being able to re-house applicants quicker.
2. By keeping an active waiting list we will always have someone ready to move in as soon as the unit is ready after move out.

Goal Three (03): Assist our residents and clients by providing access to opportunities for counseling, for further education, self sufficiency

and homeownership.

Goal 3 Objectives:

1. Keep an active bulletin board with homeownership information.
2. Provide anti drug information.
3. Provide information on obtaining a GED or continuing education.
4. Community partnerships to promote economic opportunity for residents, self sufficiency, and other counseling information.

Goal 3 Measurement:

1. Keep information on bulletin board for information on buying a home, concentrating on FmHA home loans and loans for first time home buyers.
2. Provide on our bulletin board where help can be obtained for drug related problems plus promote National Red Ribbon Week each year the last week of October.
3. Provide places and information how residents can obtain a GED or continue their education through High School, WestArk College, or Arkansas Valley Vo-Tech School.
4. Offer information to residents on the bulletin board on how to be self-sufficient and find needed counseling, any employment opportunities or information through the County Extension Agency.

Goal Four (04): To work with the City of Alma toward the overall development and improvement of the City.

Goal 4 Objectives:

1. Work with the Mayor and the Police Department to improve the housing community.
2. Strong Community Partnerships to benefit residents and Authority Operations.

Goal 4 Measurement:

1. Work toward building a new community center, as the one we now have only accommodates up to 25 to 30 people.
2. Provide facility and support for community service activities.
3. Do background checks on applicants before approving them for housing.
4. Contact Police Department on a regular basis to work with them in keeping our housing projects safe and secure for our residents.

Goal Five (05): To keep our policies and operating procedures current with regulations and with sound management practices.

Goal 5 Objectives:

1. Efficient and current Authority policies and procedures in compliance with all federal, state and local requirements.

2. Strong authority business practices and procedures to ensure sound management and efficient use of funds.

Goal 5 Measurement:

1. Approval of all required policies to meet the QHWRA and other good policy requirements.
2. An overall score of “High Performer” on the Public Housing Assessment System.

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**
 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.

EXECUTIVE SUMMARY

The Alma Housing Authority has taken the new Quality of Housing and Work Responsibility Act of 1998 as an exceptional event requiring an exceptional response. For the first time in sixty years, the Congress has seen fit to make substantial alterations to the Housing Act of 1937.

In order to assure that the Alma Housing Authority makes a proper response to this new federal Five Year and Annual Plans requirement in section 511 of the QHWRA, the Alma Housing Authority appealed to Arkansas NAHRO for assistance. That organization obtained professional technical assistance and training for Arkansas member PHA's interested in joining together to approach the QHWRA Agency Plan requirement. As a result of that effort, the Alma Housing Authority believes it has adopted a planning approach that meets both the needs of the Authority's residents and the new federal review standards.

The Five Year Plan

In preparing its plan, the Alma Housing Authority had to plan for the improvement of its operation, and more importantly, to modernize for successful functioning and achievements in the 21st Century. With the demand for a speedy, pointed plan that met the HUD requirements the Alma Housing Authority believes it has found such a balance.

The Alma Housing Authority has developed a plan that is consistent with HUD's stated mission and goals. It has also developed a plan that provides for standards against which plan objectives can be measured. As a step towards its own improved management, the Alma Housing Authority has keyed these standards to the requirements in the Public Housing Management Assessment Program.

Because of the limitations under which it must formulate this plan, the Alma Housing Authority has only included details for the first years activities in its plan. It will add more specific measurable objectives and activities for future years to its plan once HUD’s additional guidance and/or its announced electronic submission format is in place.

The Alma Housing Authority has established five fundamental goals. These are:

1. Provide, preserve and improve our housing stock.
2. Without discrimination, provide quality housing that is decent, safe and sanitary.
3. Assist residents with counseling, education, self sufficiency and homeownership.
4. Work with the City of Alma for the overall development and improvement of our city.
5. Keep our policies and procedures current with regulations and sound management practices.

The Annual Plan

Because the requirements for the Annual Plan are spelled out more specifically, the Alma Housing Authority had less discretion in approaching its plan.

As a small PHA, the Alma Housing Authority has the option to submit a “streamlined” Annual Plan. It has chosen to prepare its submission under the requirements for a small public housing agency.

Although the Alma Housing Authority has made a streamlined submission, it is mindful that requirements for a shortened submission does not exclude it from having to meet all requirements of the QHwRA; therefore, it has made clear where and when items not submitted with its plan may be viewed by the public.

The Alma Housing Authority met with its residents to gain their assistance in performing a needs assessment for Authority operations. Also, for additional input on developing parts of the Annual Plan.

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:

X Admissions Policy for Deconcentration

AR096a01 ATTACHMENT 'A' DECONCENTRATION RULE

The objective of the De-concentration 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 percent 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 insure that no individual development has a concentration of higher income families in one or more of the developments. To insure 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. However, this strategy for de-concentration and income mixing does not apply to this Housing Authority. Based on original design and facility layout, these areas are not a issue. We have two developments consisting of a total of 92 units. These units are all within two blocks of each other.

To accomplish the de-concentration 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 Tenant Selection and Assignment Plan, which is a part of this policy, provides for skipping families on the waiting list to accomplish these goals.

X FY 2000 Capital Fund Program Annual Statement
AR096b01 ATTACHMENT 'B'

**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 AR37P096909-99 FFY of Grant Approval: (10/1999)

X Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	\$ 28,348.00
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	6,240.00
8	1440 Site Acquisition	
9	1450 Site Improvement	

10	1460 Dwelling Structures	107,984.00
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	6,520.00
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	\$149,092.00
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	

- X Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY) This operating budget has been approved by HUD and is on file with the Housing Authority.

Optional Attachments:

- X PHA Management Organizational Chart
AR096c01 ATTACHMENT 'C'

BOARD OF COMMISSIONERS

EXECUTIVE DIRECTOR

MAINTENANCE SUPERVISOR AND MAINTENANCE WORKER

RIC/OCCUPANCY CLERK

RESIDENT COUNCEL/RESIDENT ADVISORY BOARD

MODERNIZATION CO ORDINATOR AND INSPECTOR

- X FY 2000 Capital Fund Program 5 Year Action Plan
AR096d01 ATTACHMENT 'D'

Statement of capital improvements needed.

As a small public housing agency, the Alma Housing Authority has previously relied on intermittent CIAP funding for its major physical and management needs improvement. The Authority has identified the specific physical needs targeted for improvement.

The Alma Housing Authority has closed out its 1997 CIAP funding increment. The 1998 CIAP funding increment should be closed out by December 31, 1999. Through the new capital fund, the Authority should receive \$149,092.00. We have included this amount in our estimate of financial resources under item 2(b) above.

Over the next five years the Alma Housing Authority expects to address the following pressing capital needs.

General Improvements:

- Paint Units as needed as units become vacant
- Repair Roofing as necessary
- Replace Window Blinds as needed
- Replace or repair flooring as needed
- Replace Water Heaters as needed
- Replace Refrigerators and Ranges as needed

Planned Improvements:

Replace Receptacles and Switches 96-1	\$ 5,650.00	
Maintenance Free Covering 96-2	97,539.00	
Clothesline Poles 96-2	10,200.00	
Replace Storm Doors 96-1	6,500.00	
220 volt dryer receptacles 96-2	7,500.00	
Replace Windows 96-1	109,600.00	
Replace Windows 96-2	100,000.00	
Install Handicap Toilets 96-1	6,250.00	Install
Handicap Toilets 96-2	3,500.00	
Install Lever Handle lock sets 96-1	5,200.00	
Install Lever Handle Lock sets 96-2	3,600.00	
Replace rear entrance door on Office Building	2,000.00	
Replace rear entrance doors 96-1 Elderly	26,000.00	
Replace Paneling in Family Units 96-1	48,013.00	
Re-stripe parking lot 96-1	660.00	
Install new rain gutters 96-2	23,588.00	
Purchase land and Construct New Community Building		

Over the next five year period items will be added as needed as well as required REAC inspection items.

X Public Housing Drug Elimination Program (PHDEP) Plan The Alma Housing Authority has no drug elimination program at this time.

X Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)

AR096e01 ATTACHMENT 'E'

SUGGESTED IMPROVEMENTS/CHANGES

SUGGESTION	TIMES SUGGESTED
1. NEW COOK STOVES	2
2. GAZEBO NEEDS PAINT	2
3. SWINGS NEED TO BE PAINTED (UNDER GAZEBO)	2
4. CHANGE A/C FILTERS MORE OFTEN	2
5. WOULD LIKE TO HAVE SWINGS FOR ADULTS LIKE THE ELDERLY (FAMILY UNITS)	1
6. APARTMENTS SHOULD BE PAINTED INSIDE MORE OFTEN.	3
7. APARTMENTS NEED STORM DOORS.	2
8. RAIN GUTTERS	2
9. KEEP HEDGES TRIMMED OR REMOVE THEM	3
10. MAKE FLOWER BEDS/PLANT SMALL FLOWERING TREES.	2
11. REPAIR CLOTHESLINES.	2
12. IMPROVE QUALITY OF GRASS	2

- | | |
|---|----------|
| 13. REMODEL BATHROOMS | 2 |
| ELDERLY WANT TUB WITH SHOWER | |
| /SINK WITH CABINET, MORE HEAT IN BATHROOM | |
| 14. PLAYGROUND IMPROVEMENTS | 2 |
| 1. NEED FENCED PLAYGROUND FOR TODDLERS | |
| AND SMALL CHILDREN | |
| 2. BETTER DRAINAGE ON PLAYGROUND | |
| 3. SLIDES ARE HOT IN SUMMER | |
| 4. SWINGS ARE ALWAYS THROWN OVER POLL | |
| 15. NEED SPEED BUMPS ON THE ROAD | 1 |
| 16. NEED SPEED ZONE SIGNS POSTED ON EACH | 1 |
| ENTRANCE OF APARTMENT COMPLEX | |
| 17. TRASH SHOULD BE PICKED UP TWICE A WEEK | 1 |
| HAVE EVERYONE USE PLASTIC TRASH BAGS | |
| (SOME BAGS ARE BREAKING OPEN, GARBAGE | |
| GETS SCATTERED ALL OVER GRASS.) | |
| 19. NEED BETTER MAINTENANCE (SEE BELOW) | 6 |
| 10-A Back door rotted at bottom. | |
| Back screens are in bad shape and warped. | |
| E-13 Better maintenance on apartments. (No specifics) | |
| E-16 Take windows apart once a year and clean them or get different windows. | |
| E-12 Would like faucet fixed. | |
| 12-A Door needs weather stripping at bottom | |
| Back screen doors need latch. | |
| Outlet in kitchen will not work unless light is on. | |
| Dining area light switch is loose. | |
| 10-B Repair back door/screens so they will open more easily. | |
| Change furnace and air filters more often. | |
| 20. Ditch around apartments for drainage. | |

PROBLEMS OR CONCERNS

1. **THERE IS SPEEDING ON ROADS AND IN PARKING LOT**
2. **TEENAGERS ARE RIDING MOPEDS AND SCOOTERS ON THE SIDEWALKS.**

17 SURVEYS RETURNED

Alma Housing Authority Resident Survey Results

CHANGES OR IMPROVEMENTS

- 10-A
- a. Would like new cook stove.
 - b. Gazebo needs painting.
 - c. Swings need to be painted or stained.
 - d. A/C filters need to be changed more often.

PROBLEMS OR CONCERNS

- 10-A
- a. Back door is rotted out at the bottom.
 - b. Back screens are in bad shape.

CHANGES OR IMPROVEMENTS:

F-19 Would like to have to have a swing for adults like the elderly have.

PROBLEMS OR CONCERNS:

F-19 Can anything be done about the playground? The swings are always thrown up over the poll. The slide is too hot to use in the summer time and the ground is too wet most of the time.

CHANGES OR IMPROVEMENTS:

- E-18
- a. All of the apartments need to be painted on the inside.
 - b. The apartments need storm doors.
 - c. Something needs to be done with the hedges. Pull them up or at least keep them trimmed so they don't look so trashy.

- d. Need rain gutters.

PROBLEMS OR CONCERNS:

- E-18 a. Clotheslines need some work. The poles are rusted through and the wire needs to be tightened.
- b. It would be nice to have grass instead of a weed patch for a lawn.

CHANGES OR IMPROVEMENTS:

- E-13 a. Take care of hedges.
- b. Make flower beds.
- c. Need better maintenance on the apartments.

PROBLEMS OR CONCERNS:

E-13 None.

CHANGES OR IMPROVEMENTS:

- E-16 a. Paint inside of apartments every two years.
- b. Put storm doors on the apartments.
- c. Rain gutters.
- d. Keep hedges trimmed or pull them out and put in flower beds.
- e. Plant small flowering trees in front of apartments.
- f. Schedule a date once a year to take windows apart for cleaning or get different windows.

PROBLEMS OR CONCERNS:

- E-16 a. Plant real grass and get rid of weeds and stickers.
- b. Clothes line post need to be replaced. They are rusting out.

CHANGES OR IMPROVEMENTS:

E-12 I would like to stop that guy from (can't read word) his motor bike from 1.

PROBLEMS OR CONCERNS:

E-12 I would like my faucet fixed.

CHANGES OR IMPROVEMENTS:

- 12-A Tell everyone to use plastic bags for trash. Some bags have broken open and trash and garbage gets scattered over the grass. This is not good. It looks bad and is a health risk.

PROBLEMS OR CONCERNS:

- 12-A
- a. Doors need weather stripping at bottom. My back door has a gap at the bottom where doors come together.
 - b. The back screen doors need a latch.
 - c. We also need garbage picked up twice a week. It gets smelly in hot weather.
 - d. Sometimes they don't get all of the garbage. Most of the people can't take it up to the dumpster or even out by the mail bos.
 - e. The dining area light switch is loose and it has to be held down hard to get the light to stay on.

CHANGES OR IMPROVEMENTS:

- F-27
- a. Need fenced playground for toddlers and small children.
 - b. Need speed bumps on the road.
 - c. Need speed zone signs posted on each entrance of apartment complex.

PROBLEMS OR CONCERNS:

- F-27 a. There is speeding on roads and in parking lots.
b. Teenagers riding mopeds and scooters on sidewalks.

CHANGES OR IMPROVEMENTS:

- 2-A Bathroom needs remodeling. I would like a tub with a shower and a sink in the bathroom with a cabinet for extra storage. This would help us old peoples Aches and pains.

CHANGES OR IMPROVEMENTS:

- 10-B a. New cook stove.
b. Wash grass off of outside walls when they mow.
c. Clean tall windows inside apartments once a year.
d. Paint ceilings.
e. Fix up gazebo.

PROBLEMS OR CONCERNS:

- 10-B a. Ditch dug around apartment so water can run off.
b. Fix back door before winter.
c. Fix screen doors in back so they will open easier.
d. Change furnace/A/C filter every 30 days.
e. More heat in bathroom in the winter to take a shower.

CHANGES OR IMPROVEMENTS:

- 4-B Everything is OK. Won't have to change anything for me.

- 4-A I am well pleased with the way things are.

- E-10 Thank you for the new air conditioner. I am grateful.

- E-3 My apartment is just fine, and the employees are very kind and I'm pleased with my domain. No changes are necessary at this time. Thank you for our central air.

- 2-B Everything is OK to me.

- 9-A Everything is all right like it is. There is no problem with management. It is all right with me.

- 9-B Everything is just fine with me around here. There are no problems. Everything is OK.

E-5 I am well pleased with things as they are. The air conditioning was a plus.

Other (List below, providing each attachment name)

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
X	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
X	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
X	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
N/A	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	Annual Plan: Rent

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	methodology for setting public housing flat rents X check here if included in the public housing A & O Policy	Determination
X	Schedule of flat rents offered at each public housing development X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
N/A	Section 8 rent determination (payment standard) policies <input 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 X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
N/A	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
NO, AS OF 10/99	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
NO	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
N/A	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
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	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
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
N/A	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHEDEP) 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's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	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	732	5	3	5	4	4	5
Income >30% but <=50% of AMI	646	5	1	5	2	4	4
Income >50% but <80% of AMI	796	5	1	5	1	1	4
Elderly	434	5	5	5	5	4	5
Families with Disabilities	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity	(1)2879	5	3	5	4	4	5
Race/Ethnicity	(2) 82	5	3	5	4	4	5

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Race/Ethnicity	(3) 248	5	3	5	4	4	5
Race/Ethnicity	(4) 64	5	3	5	4	4	5

(1) White (2) Black (3) Native American (4) Asian/Pacific Islander. 6% population growth since 1990 was not added into these figures. Crawford Co. less 1% black.

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
Indicate year: 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.

ALMA HOUSING AUTHORITY IS PUBLIC HOUSING ONLY.

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	13		75 OR 82%
Extremely low income <=30% AMI	13	100%	
Very low income	0	N/A	

Housing Needs of Families on the Waiting List			
(>30% but <=50% AMI)			
Low income (>50% but <80% AMI)	0	N/A	
Families with children	7	53%	
Elderly families	2	15%	
Families with Disabilities	0	N/A	
Race/ethnicity	13 White	100%	
Race/ethnicity	0 Black	N/A	
Race/ethnicity	0 Native American	N/A	
Race/ethnicity	0 Asian/Pacific Islan	N/A	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	10	77%	34 45%
2 BR	3	23%	28 37%
3 BR	0	0	13 18%
4 BR	N/A	N/A	N/A
5 BR	N/A	N/A	N/A
5+ BR	N/A	N/A	N/A
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			

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.

Means by which the HA plans to address its housing needs

Housing Needs Statement

The housing needs of the low, very low and extremely low-income families, on our waiting list, consists of two main issues, affordability and supply. With regards to affordability, the Housing Authority low income housing program has made it possible for these families to rent units that they could not otherwise have afforded.

The supply of rental housing is adequate at this time to meet the needs of our applicants as they come off the waiting list. Since there is an adequate supply of rental housing at this time the need here is sufficiently met. ERC Ashwood Apartments has just completed a new 26 unit apartment complex and are in direct competition with the Alma Housing Authority. These are units based on income and were funded through FmHA. While The Alma Housing Authority has been unable to construct new housing, because there have been no funds available, these new apartments have housed several of our residents and also has reduced our waiting list. Our waiting list has been reduced since the applicants we would have had and housed are presently housed in the new Ashwood Apartments or on their waiting list.

Since there is an adequate supply of rental housing in our jurisdiction at this time and since we have a short waiting list at this time, we feel the supply of rental housing in this area is sufficient at this time

(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
- X 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

- X 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
- X 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

- X Employ admissions preferences aimed at families who are working
- X 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:

- X Funding constraints
- X Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- X 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
- X 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	\$ 111,396.00	
b) Public Housing Capital Fund	137,165.00	
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 funds)	N/A	
g) Resident Opportunity and Self-Sufficiency Grants	N/A	
h) Community Development Block Grant	N/A	N/A
i) HOME	N/A	N/A
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)	N/A	N/A
FY99 CAPITAL FUND	100,384.00	MODERNIZATION
3. Public Housing Dwelling Rental Income	100,188.00	HOUSING AUTH. OPERATIONS
Housing Authority Operations		
4. Other income (list below)		
OPERATING RESERVE	104,297.00	RESERVES
4. Non-federal sources (list below)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Reserves		
Total resources	\$553,430.00	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.79 (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: (state number)

When families are within a certain time of being offered a unit: (state time)

X Other: (describe) AS SOON AS POSSIBLE AFTER ACCEPTING THE APPLICATION.

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

Other (describe)

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

d. Yes X 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)

b. 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?N/A

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)

- X One
- Two
- Three or More

b. X 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:

X 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)

X Emergencies

X Overhoused

X Underhoused

X Medical justification

X Administrative reasons determined by the PHA (e.g., to permit modernization work)

Resident choice: (state circumstances below)

Other: (list below)

c. Preferences

1. X 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.

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)

- 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
- 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)

- X The PHA-resident lease
- X The PHA's Admissions and (Continued) Occupancy policy
- X 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
- X Any time family composition changes
- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing

a. Yes X 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.X 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:
- X 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 X 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)

X 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)

X 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)

- 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)

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 903.7 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 (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---

- X 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
X \$26-\$50

2.X 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 HA on a case by case basis.

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

B. If a resident requests a hardship exemption (**prior to the rent being delinquent**) under this section, and the HA reasonably determines the hardship to be of a temporary nature, exemption shall not be granted during a ninety day period beginning upon the making of the request for the exemption. A resident may not be evicted during the ninety day period for non-payment 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 ninety day period. This Paragraph does not prohibit the HA from

taking eviction action for other violations of the lease.

c. 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)

X For the earned income of a previously unemployed household member

For increases in earned income

X Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

CHOICE OF RENTS

FLAT RENTS/CEILING RENTS

Flat Rents and Ceiling Rents are the same at this time for the Alma Housing Authority. Ceiling Rents are adopted to allow residents of the Housing Authority to have a ceiling rent where the monthly rent cannot exceed a certain ceiling amount not matter what the resident's income goes to.

Flat Rents are adopted to allow residents of the Housing Authority a choice of rent as per the Quality Housing and Work Responsibility Act of 1998.

Effective October 1, 1999, Flat Rents as listed below will be available to any resident of the Housing Authority. Flat Rents are based on October 1998 Fair Market Rents as utilized by the Public Facilities Board of Crawford County, AR. In the future Flat Rents will be based on these Fair Market Rents.

Bedroom Size	Amount	Deduction
Zero Bedroom	303.00 Month	Less Appropriate Utility Allowance
One Bedroom	307.00 Month	Less Appropriate Utility Allowance
Two Bedroom	404.00 Month	Less Appropriate Utility Allowance
Three Bedroom	540.00 Month	Less Appropriate Utility Allowance

TOTAL TENANT PAYMENT (TTP): The TTP for families participating in the public

housing program must be at least \$50.00, which is the minimum rent established by the HA.

A. For the Public Housing Program, the TTP must be the greater of:

- (1) 30 percent of family monthly adjusted income;
- (2) 10 percent of family monthly income;
- (3) \$50.00, which is the minimum rent set by the HA, or

B. The Ceiling/Flat Rent. The resident may elect the ceiling/flat rent in lieu of the rent calculated in paragraph A” above.

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
- X 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)

- X 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)

- X 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
- X 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
- X 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 X 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.)

- X 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 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)

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 903.79 (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)
- X 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)
- X PHA main administrative office
 - Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.79 (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)

-or-

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

**PHA Plan
Table Library**

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

AR096f01 Attachment F

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number AR37P096909-99 FFY of Grant Approval: (10/1999)

- X Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	\$ 28,348.00
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	6,240.00
8	1440 Site Acquisition	
9	1450 Site Improvement	46,127.00
10	1460 Dwelling Structures	56,450.00
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
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)	\$137,165.00

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	TECHNICAL SALARIES Part Time Modernization Coordinator and Computer Support	1410.2	\$ 14,820.00
PHA WIDE	Part Tim CIAP Secretary	1410	6,240.00
PHA WIDE	Employee Benefits	1410.9	6,788.00
PHA WIDE	Sundry	1410.19	<u>500.00</u>
TOTAL		1410	\$ 28,348.00
PHA WIDE	Inspection Cost	1430	<u>6,240.00</u>
TOTAL		1430	\$ 6,240.00
AR096001	Fix Drive/Parking	1450	10,000.00
AR096002	Clothesline Poles	1450	
AR096001	Re-stripe Parking Lots	1450	10,200.00
AR096001	Sidewalk Repairs	1450	
AR096002	Sidewalk Repairs	1450	800.00
AR096002	Replace Receptacles/Switches	1460	
AR096001	Replace Rear Entrance Doors	1460	12,000.00
AR096001	Replace Storm Doors	1460	
AR096002	Install 220 Volt Dryer	1460	13,127.00
AR096001	Hookups	1460	
AR096002	Install Lever Handle Lock Sets	1460	5,650.00
AR096001	Install Lever Handle Lock Sets	1470	

TOTALS	Replace Rear Entrance Door to Office	26,000.00
		6,500.00
TOTALS		7,500.00
		5,200.00
		3,600.00
		2,000.00
		\$ 102,577.00
		\$ 137,165.00

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)
AR096001	03/31/2002	09/30/2003
AR096002	03/31/2002	09/30/2003

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TABLE LIBRARY

(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 X 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

-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 903.7 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: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>	
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)	
5. Number of units affected:	
6. 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.

Designation of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	
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 <input type="checkbox"/>	
3. Application status (select one)	
Approved; included in the PHA’s Designation Plan <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>	
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?
6. 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)

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 has 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 903.7 9 (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: ____)

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. X 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. X Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes X 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. X 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)

X Attached at Attachment (File name) ATTACHEMENT 'E' PAGE 7

Provided below:

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

X 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. X 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

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

1. Consolidated Plan jurisdiction: (provide name here) STATE OF ARKANSAS

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.
- X 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)

This Plan has been sent to be approved and certified as being consistent with the State of Arkansas Consolidated Plan at:

Arkansas Development Finance Authority
Don Jackson, HOME Program Manager
P.O. Box 8023
100 Main Street, Suite 200
Little Rock, AR 72203

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

Compliance with the Jurisdictional Consolidated Plan

The Alma Housing Authority is a small Authority in a jurisdiction that lacks a separate Consolidated Plan or a separate previous Comprehensive Affordability Strategy Plan. It must rely, therefore, on the State of Arkansas Consolidated Plan in making its housing needs assessment.

In its Consolidated Plan, the State of Arkansas indicates the Five Year Goals for its housing efforts. The Alma Housing Authority has reviewed the State Consolidated Plan and its own Agency Plans are consistent with those goals.

D. Other Information Required 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.

All required Attachments are included within the body of this plan.

PHA Plan Table Library

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

AR096f01 ATTACHMENT F

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number AR37P096909-99 FFY of Grant Approval: (10/1999)

X Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	\$ 28,348.00
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	6,240.00
8	1440 Site Acquisition	
9	1450 Site Improvement	46,127.00
10	1460 Dwelling Structures	56,450.00
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
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)	\$137,165.00
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	

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	TECHNICAL SALARIES Part Time Modernization Coordinator and Computer Support	1410.2	\$ 14,820.00
PHA WIDE	Part Tim CIAP Secretary	1410	6,240.00
PHA WIDE	Employee Benefits	1410.9	6,788.00
PHA WIDE	Sundry	1410.19	<u>500.00</u>
TOTAL		1410	\$ 28,348.00
PHA WIDE	Inspection Cost	1430	<u>6,240.00</u>
TOTAL		1430	\$ 6,240.00
AR096 001	Fix Drive/Parking	1450	10,000.00
AR096 002	Clothesline Poles	1450	
AR096 001	Restripe Parking Lots	1450	10,200.00
AR096 001	Sidewalk Repairs	1450	
AR096 002	Sidewalk Repairs	1450	800.00
AR096 002	Replace Receptacles/Switches	1460	
AR096 001	Replace Rear Entrance Doors	1460	12,000.00
AR096 001	Replace Storm Doors	1460	
AR096 002	Install 220 Volt Dryer	1460	13,127.00
AR096 001	Hookups	1460	
AR096 002	Install Lever Handle Lock Sets	1460	5,650.00
AR096 001	Install Lever Handle Lock Sets	1470	
	Replace Rear Entrance Door to Office		26,000.00
TOTALS			6,500.00
			7,500.00
			5,200.00

		3,600.00
		2,000.00
		102,577
		\$
TOTALS		\$ 137,165.00

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)
AR096001 AR096002	03/31/2002 03/31/2002	09/30/2003 09/30/2003

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

