

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

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# 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 Kokomo, Indiana

**PHA Number:** IN007

**PHA Fiscal Year Beginning:** 01/2000

### Public Access to Information

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

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

### Display Locations For PHA Plans and Supporting Documents

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

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

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

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

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2000 - 2004**  
[24 CFR Part 903.5]

**A. Mission**

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

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

The Housing Authority of the City of Kokomo will proactively and efficiently work for the betterment of our community by providing clean, safe, affordable housing; training; and opportunities for personal growth to eligible individuals and families regardless of race, color, religion, national origin, sex, familial status, and disability.

**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)**

**1. Increase Revenues**

**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.

Our primary focus will be on our oldest development, IN7-1 Gateway Gardens. This development, with 176 units, was built in 1939. Over the years, it has become the last choice of housing, not because of its physical condition, but rather due to the stigma of being “public housing”, and because it is the most well known location. We will change this! It is our plan to physically change the exterior appearance (i.e. new siding, remodel porches, etc.); remove the huge sign that constantly reminds the residents and the community that this is public housing; rename the development; have a model apartment; and employ an On-Site Manager. We will aggressively market this community as the new “Garden Square Apartments “. We expect to attract a mix of higher income families. Changing the image of Gateway Gardens Apartments is one of our goals, and is a sound approach towards increasing revenue at this development.

As a part of the new image for Gateway Gardens, we will make a good faith effort to change the profile of the typical public housing resident by replicating the Family Self-Sufficiency model that has been successful for the Section Eight families. Through programming developed under the Drug Elimination Program, we have begun to see more resident participation in the development. Additionally, the almost 50% reduction in drug-related offenses is evident. We believe that this has been accomplished by utilizing the outstanding Neighborhood Directed Policing Program operated by the City of Kokomo, and the additional services contracted for that extend beyond the Cooperation Agreement.

Our commitment to provide affordable housing extends, not only to rental housing, but also to homeownership. We are supportive of current residents who have an interest in owning the scattered site houses they currently live in and will thus develop a Homeownership Program. Our Needs Statement reflects that 3-BR, as well as 1-BR, housing is in demand. We will use monies from a bond refunding agreement to partially address this need. As planning with local government moves forward, we fully expect to accomplish the goal of developing additional affordable housing for persons of low income.

Training resources available in the community will be utilized on an on-going basis. The Computer Center, Homework Club and mentoring program, which is at our largest family development, will be continued and/or expanded in other developments.

The Kokomo Housing Authority is committed to excellence in every facet of our operation. The Mayor, Board of Commissioners, Management, and Staff all work towards the complete fulfillment of the mission of this agency.

### **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.

#### **Table of Contents**

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**Attachments**

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

**Required Attachments:**

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

**Optional Attachments:**

- PHA Management Organizational Chart
- FY 2000 Capital Fund Program 5 Year Action Plan (**Included in Plan text**)
- Public Housing Drug Elimination Program (PHDEP) Plan (**Attachment B**)
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (**See Plan text**)
- 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.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
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
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	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
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	76%	5	4	3	1	2	2
Income >30% but <=50% of AMI	63%	5	4	3	1	2	2
Income >50% but <80% of AMI	18%	3	1	2	1	2	2
Elderly	12%	5	4	2	4	1	1
Families with Disabilities	14%	5	5	3	4	2	3
Race/Ethnicity	N/A						

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:
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

## 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.

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance ( <b>KOKOMO, INDIANA</b> ) <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	136		71
Extremely low income <=30% AMI	104	76%	
Very low income (>30% but <=50% AMI)	32	24%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	109	80%	
Elderly families	22	16%	
Families with Disabilities	0	0%	
<b>RACE/ETHNICITY</b>			
White	89	65%	
African/American	47	35%	
Hispanic	4	3%	
Non-Hispanic	132	97%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? <b>24</b> Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

<b>Housing Needs of Families on the Waiting List</b>
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### Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance (**WABASH, INDIANA**)  
 Public Housing  
 Combined Section 8 and Public Housing  
 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	15		4
Extremely low income <=30% AMI	10	67%	
Very low income (>30% but <=50% AMI)	5	33%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	8	53%	
Elderly families	0	0%	
Families with Disabilities	0	0%	
RACE/ETHNICITY			
White	14		
African/American	1		
Hispanic	0		
Non-Hispanic	15		

Is the waiting list closed (select one)?  No  Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes

### Housing Needs of Families on the Waiting List

### Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance  
 Public Housing  
 Combined Section 8 and Public Housing  
 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	130		202
Extremely low income <=30% AMI	110	85%	
Very low income (>30% but <=50% AMI)	20	15%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	48	37%	
Elderly families	14	11%	
Families with Disabilities	22	17%	
RACE/ETHNICITY			
White	103	79%	
African American	26	20%	
Hispanic	7	5%	
Non-Hispanic	124	95%	

Characteristics by Bedroom Size (Public Housing Only)

1BR	78	60%	61
2 BR	18	14%	116
3 BR	33	25%	18
4 BR	1	1%	7

Is the waiting list closed (select one)?  No  Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes

### **C. Strategy for Addressing Needs**

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

#### **(1) Strategies**

**Need: Shortage of affordable housing for all eligible populations**

#### **Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

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

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available

- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

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

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

Select if applicable

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

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

Other: (list below)

## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	\$ 905,426	
b) Public Housing Capital Fund	\$ 689,090	
c) HOPE VI Revitalization	\$ 0	
d) HOPE VI Demolition	\$ 0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$3,275,260	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$ 46,720	
g) Resident Opportunity and Self-Sufficiency Grants	\$ 31,521	
h) Community Development Block Grant	\$ 0	
i) HOME	\$ 0	
Other Federal Grants (list below)		
Service Coordinator Grant	\$ 34,586	PH Supportive Services
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
Public Housing Drug Elimination Grant	\$ 8,944	PH Safety/Security
Comprehensive Grant Program	\$ 854,046	PH Capital Improvements
<b>3. Public Housing Dwelling Rental Income</b>	\$ 690,650	PH Operations
<b>4. Other income (list below)</b>		

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
Interest	\$ 43,200	Section 8 Supportive Services
Tenant Charges	\$ 52,320	PH Operations
Laundry Income	\$ 11,520	PH Operations
Vending, Pay Phone, Misc.	\$ 2,130	PH Operations
<b>4. Non-federal sources (list below)</b>		
Alcohol, Tobacco & Other Drugs Grant	\$ 4,480	PH Supportive Services
<b>Total resources</b>	<b>\$6,649,893</b>	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

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

##### **(1) Eligibility**

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: At time of application

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

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

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

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

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

**(2)Waiting List Organization**

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

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

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

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

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

1. How many site-based waiting lists will the PHA operate in the coming year? 7

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? 7

3.  Yes  No: May families be on more than one list simultaneously  
If yes, how many lists? 3

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

**(3) Assignment**

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

b.  Yes  No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

**(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction

- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
  - Welfare to work
  - Family unification

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.

#6 Date and Time

Former Federal preferences:

- #2 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
- #5 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 Family unification
    - #3 Welfare to work

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)
  - Occupancy Rules and Regulations
  - Garden Square Apartments (aka Gateway Gardens) Rules and Regulations
  - Dunbar Court Rules and Regulations
  - Terrace Tower Rules and Regulations
  - Civic Center Tower Rules and Regulations
  - Pine Valley Apartments Rules and Regulations
  - Scattered Site Rules and Regulations
  - Superior Street Apartments Rules and Regulations

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

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

**(6) Deconcentration and Income Mixing**

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

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

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

- Adoption of site-based waiting lists  
If selected, list targeted developments below:
  - (1) IN 7-1 Garden Square Apartments (AKA Gateway Gardens),**
  - (2) IN 7-2 Dunbar Court, (3) IN 7-3 Terrace Tower, (4) IN 7-4 Civic Center Tower, (5) IN 7-5 Pine Valley, (6) IN 7-7 & IN 7-8 Scattered Sites, and**
  - (7) IN 7-9 Superior Street Apartments**
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

**(1) IN 7-1 Garden Square Apartments (AKA Gateway Gardens),  
(2) IN 7-2 Dunbar Court, (3) IN 7-3 Terrace Tower, (4) IN 7-4 Civic Center  
Tower, (5) IN 7-5 Pine Valley, (6) IN 7-7 & IN 7-8 Scattered Sites, and  
(7) IN 7-9 Superior Street Apartments**

Employing new admission preferences at targeted developments

If selected, list targeted developments below:

**(1) IN 7-1 Garden Square Apartments (AKA Gateway Gardens),  
(2) IN 7-2 Dunbar Court, (3) IN 7-3 Terrace Tower, (4) IN 7-4 Civic Center  
Tower, (5) IN 7-5 Pine Valley, (6) IN 7-7 & IN 7-8 Scattered Sites, and  
(7) IN 7-9 Superior Street Apartments**

Other (list policies and developments targeted below)

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

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

Additional affirmative marketing

Actions to improve the marketability of certain developments

Adoption or adjustment of ceiling rents for certain developments

Adoption of rent incentives to encourage deconcentration of poverty and income-mixing

Other (list below)

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

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

List (any applicable) developments below:

**Garden Square Apartments (aka Gateway Gardens)**

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

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

List (any applicable) developments below:

## **B. Section 8**

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

**(1) Eligibility**

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
  - Criminal and drug-related activity, more extensively than required by law or regulation
  - More general screening than criminal and drug-related activity (list factors below)
  - Other (list below)
- 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:

1. If family is unable to locate suitable unit
2. Families with special needs

**(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)  
Welfare to work  
Family unification

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.

#6 Date and Time

Former Federal preferences

- #2 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 your jurisdiction  
 #5 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 Welfare to work  
#4 Family unification

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---

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

b. **Minimum Rent**

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

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

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

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

- (a) Evidence that the family has exhausted all efforts to obtain assistance from community resources, (id est., United Way Information and Referral, Township Trustee, Rescue Mission, Salvation Army, etc.).
- (b) Evidence that the family is in the process of establishing Public Assistance and/or Social Security Disability, (id est., statement from Social Security/Indiana Social Security, State Welfare for Howard County/Wabash County, or Attorney showing that their application is being processed.)
- (c) Evidence that family has been denied disability (denial letter) by Social Security, even though a physician's statement indicates a physical or emotional disability is present.
- (d) The family would be evicted as a result of the imposition of the minimum rent requirement.
- (e) The income of the family has decreased because of changed circumstances, including:
  - (1) Loss of employment
  - (2) Death in the family
  - (3) Other circumstances as determined by the

PHA or HUD

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

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

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

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

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

- Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

- For household heads

- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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

- Yes for all developments
- Yes but only for some developments
- No

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

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase

- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- Other (list below)

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

**(2) Flat Rents**

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

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

**B. Section 8 Tenant-Based Assistance**

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete 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 (**Kokomo, IN**)
- Above 100% but at or below 110% of FMR (**Wabash, IN**)
- 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)
- (1) Evidence that the family has exhausted all efforts to obtain assistance from community resources, (id est., United Way Information and Referral, Township Trustee, Rescue Mission, Salvation Army, etc.).
  - (2) Evidence that the family is in the process of establishing Public Assistance and/or Social Security Disability, (id est., statement from Social Security/Indiana Social Security, State Welfare for Howard County/Wabash County, or Attorney showing that their application is being processed.)
  - (3) Evidence that family has been denied disability (denial letter) by Social Security, even though a physician's statement indicates a physical or emotional disability is present.
  - (4) The family would be evicted as a result of the imposition of the minimum rent requirement.
  - (5) The income of the family has decreased because of changed circumstances, including:
    - (a) Loss of employment
    - (b) Death in the family
    - (c) Other circumstances as determined by the PHA or HUD

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

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

### **B. HUD Programs Under PHA Management**

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

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

### **C. Management and Maintenance Policies**

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

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

(2) Section 8 Management: (list below)

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

### **A. Public Housing**

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

If yes, list additions to federal requirements below:

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

### **B. Section 8 Tenant-Based Assistance**

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

If yes, list additions to federal requirements below:

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

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

### **A. Capital Fund Activities**

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

#### **(1) Capital Fund Program Annual Statement**

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

Select one:

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

-or-

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

### **Annual Statement**

#### **Capital Fund Program (CFP) Part I: Summary**

Capital Fund Grant Number      FFY of Grant Approval: (01/2000)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	113,000
4	1410 Administration	68,910
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	5680
8	1440 Site Acquisition	
9	1450 Site Improvement	5,000
10	1460 Dwelling Structures	481,000
11	1465.1 Dwelling Equipment-Nonexpendable	9,000

12	1470	Nondwelling Structures	1,500
13	1475	Nondwelling Equipment	5,000
14	1485	Demolition	
15	1490	Replacement Reserve	
16	1492	Moving to Work Demonstration	
17	1495.1	Relocation Costs	
18	1498	Mod Used for Development	
19	1502	Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>		689,090
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		70,000
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
IN36P007001 Gateway Gardens	Siding/Lighting	1460	\$200,000
	Trash Enclosures/Fencing	1450	\$17,000
	Interior Plumbing-Phase 6/9	1460	\$100,000
	Floor Tile-Phase-2/2	1460	\$60,000
IN36P007002 Dunbar Court	None		
IN36P007003 Terrace Tower	Corridor Carpeting-Phase 2/2	1460	\$18,000
IN36P007003 Central Maint. Bldg.	Garage Door Opener	1470	\$1,500
IN36P007004 Civic Center Tower	Corridor Carpeting-Phase 2/2	1460	\$18,000
	Supplemental Heating	1460	\$73,000
PHA-Wide Equipment	Computer Hardware	1475	\$5,000
	Refrigerators	1465	\$9,000

PHA-Wide Management Improvements	Security by Local Law Enforcement	1408	\$70,000
	Staff Training	1408	\$12,000
	Subsidize Child Care Provider	1408	\$7,000
	Resident Training	1408	\$23,000
	Computer Software	1408	1,000
PHA-Wide Administrative Costs	Admin. Salaries	1410	\$52,870
	Admin Benefits	1410	\$15,540
	Sundry Costs	1410	\$500
HA-Wide Fees & Costs	A/E Services	1430	\$5,680

**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)
IN36P007001 Gateway Gardens	3/31/2002	9/30/2003
IN36P007002 Dunbar Court	3/31/2002	9/30/2003
IN36P007003 Terrace Tower	3/31/2002	9/30/2003
IN36P007004 Civic Center Tower	3/31/2002	9/30/2003
IN36P007005 Pine Valley	3/31/2002	9/30/2003
IN36P007007 Scattered Sites	3/31/2002	9/30/2003
IN36P007008 Scattered Sites	3/31/2002	9/30/2003
IN36P007009 Superior Street Apts.	3/31/2002	9/30/2003
PHA-Wide		
Equipment	3/31/2002	9/30/2003
Management	3/31/2002	9/30/2003
Improvements		

**(2) Optional 5-Year Action Plan**

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

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

b. If yes to question a, select one:

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

-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)

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IN36P007001	Gateway Gardens	12	7%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Floor Tile-Phase 4 of 5			\$70,000	2001
Interior Plumbing-Phase 7 of 9			\$100,000	2001
Floor Tile-Phase 5 of 5			\$70,000	2002
Interior Plumbing-Phase 8 of 9			\$100,000	2002
Basement Door Enclosures			25,000	2003
Water heaters			10,200	2003
Generator			\$45,000	2003
Generator-Day Care Facility			\$17,000	2003
Interior Plumbing-Phase 9 of 9			\$40,000	2003
<b>Total estimated cost over next 5 years</b>			<b>\$477,200</b>	

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IN36P007002	Dunbar Court	2	9%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Generator			\$17,000	2003
<b>Total estimated cost over next 5 years</b>			<b>\$17,000</b>	

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IN36P007003	Terrace Tower	3	3%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Window Replacement			\$72,000	2001
GFI Receptacles			\$17,000	2002
Bath Tub Replacement-Phase 1 of 2			\$50,000	2003
Replace Fuel Tank for Generator			\$10,000	2003
Baseboard Heat for Living Room			\$50,000	2003
Patio Doors Phase-1 of 2			\$70,000	2003
Generator for Central Maintenance Building			\$17,000	2003
Increase Storage Space at Central Maintenance Building			\$30,000	2003
<b>Total estimated cost over next 5 years</b>			<b>\$316,000</b>	

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IN36P007004	Civic Center Tower	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Heat Pumps-Phase 5 of 5			\$25,000	2001
Replace Water Softeners			\$15,000	2001
GFI Receptacles			\$19,000	2002
Replace Water Heaters			\$10,200	2003
Replace Fuel Tank for Generator			\$10,000	2003
Backup Boiler			\$75,000	2003
<b>Total estimated cost over next 5 years</b>			<b>\$154,200</b>	

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IN36P007005	Pine Valley Apartments	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Cabinets & add interior lighting			\$50,000	2001
GFI Receptacles			\$15,000	2002
Roof Replacement			\$200,000	2002
Generator			\$17,000	2002
<b>Total estimated cost over next 5 years</b>			<b>\$282,000</b>	

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IN36P007007	Scattered Sites	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Window Replacement (3 houses)			\$15,000	2001
Furnace Replacement (2 houses)			\$3,500	2001
Flooring (1 house)			\$2,000	2001
Replace Siding (2 houses)			\$10,000	2001
GFI Receptacles			\$6,000	2002
<b>Total estimated cost over next 5 years</b>			<b>\$36,500</b>	

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
IN36P007008	Scattered Sites	0	0%	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Window Replacement (2 houses)			\$10,000	2001
Furnace Replacement (2 houses)			\$3,500	2001
Flooring (1 house)			\$3,000	2001
GFI Receptacles			\$6,000	2002
<b>Total estimated cost over next 5 years</b>			<b>\$22,500</b>	

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
PHA-Wide	Management Improvements			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Security by Local Law Enforcement			\$70,000	2001
Staff Training			\$12,000	2001
Subsidize Child Care Provider			\$7,000	2001
Resident Training			\$23,000	2001
Computer Software			\$1,000	2001
Security by Local Law Enforcement			\$70,000	2002
Staff Training			\$15,000	2002
Subsidize Child Care Provider			\$7,000	2002
Resident Training			\$23,000	2002
Computer Software			\$40,000	2002
Security by Local Law Enforcement			\$70,000	2003
Staff Training			12,000	2003
Resident Training			\$50,000	2003
Security by Local Law Enforcement			\$70,000	2004
Staff Training			\$12,000	2004
Resident Training			\$50,000	2004
Computer Software			\$5,000	2004
<b>Total estimated cost over next 5 years</b>			<b>\$537,000</b>	

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
PHA-Wide	Equipment		
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
Computer Hardware			\$100,000
Refrigerators			\$10,000
Section (504) Equipment			\$2,000
Section (504) Upgrades			\$3,000
Copier			\$15,000
Computer Hardware			\$5,000
<b>Total estimated cost over next 5 years</b>			<b>\$135,000</b>
Planned Start Date (HA Fiscal Year)			
			2001
			2001
			2001
			2001
			2002
			2003

## 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.)

<b>Demolition/Disposition Activity Description</b>
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.

<b>Designation of Public Housing Activity Description</b>	
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:	(DD/MM/YY)
5. If approved, will this designation constitute a (select one)	<input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
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.

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

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

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

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

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

## **11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

### **A. Public Housing**

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

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

### 2. Activity Description

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

Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
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



**(2) Family Self Sufficiency program/s**

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
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 use to determine the need for PHA actions to improve safety of residents (select all that apply).

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

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

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

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

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

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

### C. Coordination between PHA and the police

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

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

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

### D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements 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.  Yes  No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
2.  Yes  No: Was the most recent fiscal audit submitted to HUD?
3.  Yes  No: Were there any findings as the result of that audit?
4. NA  Yes  No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_\_
5. NA  Yes  No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
  - Not applicable
  - Private management
  - Development-based accounting
  - Comprehensive stock assessment
  - Other: (list below)
3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (File name)
- Provided below:
- The Resident Advisory Board was involved in the entire process of developing the Plan and were in attendance at all planning sessions. Any comments or suggestions were considered during the planning process. The Resident Advisory Board expressed their satisfaction with the final plan.**
3. In what manner did the PHA address those comments? (select all that apply)
- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments  
List changes below:
- Other: (list below)

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

1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)
3. Description of Resident Election Process
- The resident who serves on the Board was appointed by the Mayor, as are all members of the Board of Commissioners.**
- a. Nomination of candidates for place on the ballot: (select all that apply)
- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance

- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

**C. Statement of Consistency with the Consolidated Plan**

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

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

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

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

**The most current consolidated plan is 5 years old. KHA will participate in the development of the new consolidated plan which will be developed in 2000.**

**D. Other Information Required by HUD**

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

## Attachments

- A Policy of Deconcentration of Poverty and Income-Mixing**
- B Public Housing Drug Elimination Program (PHDEP) Plan**

# ATTACHMENT A

## Housing Authority of the City of Kokomo, Indiana

### POLICY of DECONCENTRATION OF POVERTY AND INCOME-MIXING (Also included in the Admissions and Continued Occupancy Policy) Approved by Board Resolution Number 99-10682

The PHA's admission policy is designed to provide for deconcentration of poverty and income-mixing by bringing higher income tenants into lower income projects and lower income tenants into higher income projects.

Gross annual income is used for income limits at admission and for income-mixing purposes.

Skipping of a family on the waiting list specifically to reach another family with a lower or higher income is not to be considered an adverse action to the family. Such skipping will be uniformly applied until the target threshold is met.

The PHA will use the gathered tenant income information in its assessment of its public housing developments to determine the appropriate designation to be assigned to the project for the purpose of assisting the PHA in its deconcentration goals.

If the PHA's annual review of tenant incomes indicates that there has been a significant change in the tenant income characteristics of a particular project, the PHA will evaluate the changes to determine whether, based on the PHA methodology of choice, the project needs to be re-designated as a higher or lower income project or shelter or the PHA has met the deconcentration goals, and the project needs no particular designation.

#### **Deconcentration and Income-Mixing Goals**

Admission policies related to the deconcentration efforts of the PHA do not impose specific quotas. Therefore, the PHA will not set specific quotas, but will strive to achieve deconcentration and income-mixing in its developments.

The PHA's income-mixing goal is a long-range goal and may not be achieved in the first year of implementation. The PHA will use tenant incomes to provide benchmarks for the PHA.

#### **Project Designation Methodology**

Skipping of families for deconcentration purposes will be applied uniformly to all families.

The PHA will not place families for a particular project if the placement will have a negative effect on the PHA's deconcentration goals. However, if there are insufficient families on the waiting list or transfer list, under no circumstances will a unit remain vacant longer than necessary.

## **ATTACHMENT B**

(Hard copy, with certifications and attachments was submitted June 16, 1999)

### **PUBLIC HOUSING DRUG ELIMINATION PROGRAM**

#### **SUBMISSION REQUIREMENTS**

#### **SUMMARY OF THE PROPOSED PROGRAM ACTIVITIES**

The Housing Authority of the City of Kokomo, Indiana proposes a Drug Elimination Program which incorporates a three part strategy for reducing drug-related crime and other criminal activity in its five public housing complexes:

1. Reimbursement of local law enforcement
2. Prevention
3. Prevention/Youth Services

#### **LOCATION AND UNIT COUNTS OF THE DEVELOPMENTS**

The Housing Authority of the City of Kokomo, Indiana has eight (8) public housing sites. There are four family complexes, which accommodates 305 multi-family units and 45 scattered site homes two (2) elderly/disabled sites. All sites are targeted for FY 1999 PHDEP assistance.

#### **Public Housing Data**

- Gateway Gardens Multi-Family Development
- 800 E. Hoffer Street, Kokomo, Indiana 46902
- 176 Units
  
- Dunbar Court Multi-Family
- 904-910 N. Purdum Street, 705-721 E. Havens Street, 803-907 N. Jay Street, Kokomo, Indiana 46901
- 24 Units
  
- Pine Valley Apartments Multi-Family
- 100 West County Road 300 South, Kokomo, Indiana 46902
- 100 Units
  
- Superior Street Apartments Multi-Family
- 402-408 E. Superior Street, Kokomo, Indiana 46901

- 4 Units
- Civic Center Towers Elderly/Disabled
- 210 E. Taylor Street, Kokomo, Indiana
- 103 Units
- Terrace Tower Elderly/Disabled
- 605 So. Bell Street, Kokomo, Indiana
- 103 Units
- Scattered Site Homes
- Citywide locations
- 45 Units

**B. PLAN FOR ADDRESSING THE PROBLEM OF DRUG-RELATED CRIME**

The City of Kokomo, Indiana is an ethnically diverse, industrial community located in central Indiana with a 1995 population of 45,500. An increase of about three (3%) Percent over the 1990 Census count. 1997 figures have risen to 46, 451. Ample and affordable housing is available for purchase or rent in Kokomo and Howard County. New single family, condominium, and apartment developments are being constructed. The National Association of HomeBuilders, through their housing opportunity index, has cited Kokomo as being the nation’s most affordable housing market. (Kokomo Community Resume-Cinergy)

Kokomo, Indiana has a high disposable income and offers a safe environment for families.

The U.S. Department of Labor reported that during 1994, 1995, 1996 and 1997 that Kokomo, Indiana led the state with salaries above the national average. The report says Kokomo’s average annual salary of \$33,967 in 1995 and 1997 was the state’s highest and above the national average of \$29,105. The economy in Kokomo continues to flourish, jobs are plentiful and new businesses are still being attracted to the city.

Although Kokomo has experience a definite increase in its economy and income levels have steadily increased, in terms of individual families, 37.1% of all households reported incomes less than \$25,000. Projected 1999 figures show that more than 42% of all households will have incomes of less than \$25,000.

**Crime Data**

Due in part to its convenient location on major Highways (U.S. 31) and Interstates 65, 69 and Highway 22, Kokomo has been increasingly exposed to drugs and drug related crime. Kokomo's proximity to Indianapolis, Indiana is 50.5 miles, Detroit, Michigan, 265.5 miles, Fort Wayne, Indiana, 82.4 miles, Chicago, Illinois, 155.5 miles and Marion, Indiana, 28.4 miles. Kokomo is a main thoroughfare for drug trafficking and drug usage.

The Howard County Drug Task Force has documented a trend of increased drug activity on the Kokomo, Indiana area. In an article published in the Kokomo Tribune, (March 22, 1999), "arrests for drugs and alcohol have become staggering and are a reflection of other crimes. The numbers have increased greatly. Possession of marijuana arrests skyrocketed from 227 in 1997 to 430 in 1998, and possession of cocaine more than doubled from 25 to 57." Cocaine especially in the form of "Crack" remains a major problem in Howard County. According to the Kokomo Police Department, crack cocaine often comes into Kokomo from bigger cities such as Indianapolis, Fort Wayne, Detroit and Chicago. Dealers are drawn to Kokomo because "crack" can be sold for nearly three times the cost in larger cities. Dealers prey on local cocaine users by offering free cocaine and/or money in exchange for a residence to establish new operations.

In Detroit crack sells for \$5.00-\$10.00 but the same quantity can be sold for \$20.00-\$50.00 in Kokomo. Kokomo has become so attractive due to the high disposable income, a thriving economy, expansion of employment opportunities especially with Delphi-Delco Electronics Systems and DaimlerChrysler.

In the midst of all of the economic growth, there still exists a population who is economically disadvantaged. There are 4,000 households or 6.1% of the population who are living at or below the poverty level. 2.1% are currently receiving Temporary Assistance for Needy Families (TANF) Benefits. Based upon information obtained from the Howard County Department of Family and Children (Chart 1), the numbers of families receiving benefits have slowly declined due to Welfare Reform efforts but there are currently five hundred and sixty-six (556) families who are receiving monthly benefits and 410 families who are active in the Impact Program which represents 14% of public housing residents.

**CHART 1**

<b>YEAR</b>	<b>1990</b>	<b>1996</b>	<b>1997</b>	<b>1998</b>	<b>1999</b>
<b>TANF HOUSEHOLDS</b>	<b>1300</b>	<b>729</b>	<b>586</b>	<b>624</b>	<b>556</b>

Citywide crime data between 1996 and 1998 portrays a trend of continued growth, with the highest growth rates registered in drug-related charges.

**CRIME STATS FOR KOKOMO: 1990-1998**

	<b>1996</b>	<b>1997</b>	<b>1998</b>
<b>THEFTS</b>	<b>1,977</b>	<b>2,003</b>	<b>2,113</b>
<b>BURGLARIES</b>	<b>379</b>	<b>428</b>	<b>491</b>
<b>AGGR.ASSAULT</b>	<b>141</b>	<b>175</b>	<b>135</b>
<b>AUTO THEFT</b>	<b>103</b>	<b>93</b>	<b>91</b>
<b>ROBBERY</b>	<b>35</b>	<b>42</b>	<b>26</b>
<b>RAPE</b>	<b>12</b>	<b>16</b>	<b>17</b>
<b>HOMICIDE</b>	<b>3</b>	<b>1</b>	<b>1</b>

**DRUG ARRESTS IN KOKOMO, INDIANA**

<b>1997</b>	<b>1998</b>
<b>458</b>	<b>487</b>

**CITYWIDE POLICE DEPARTMENT CALLS**

<b>1994</b>	<b>1995</b>	<b>1996</b>	<b>1997</b>	<b>1998</b>
<b>51,931</b>	<b>50,501</b>	<b>57,299</b>	<b>64,649</b>	<b>67,441</b>

**1998 POLICE DIRECTED CALLS BY DEVELOPMENT**

<b>GATEWAY GARDENS</b>	<b>DUNBAR COURT</b>	<b>PINE VALLEY</b>	<b>SUPERIOR ST.</b>	<b>TERRACE TOWERS</b>	<b>CIVIC CENTER</b>
<b>1830</b>	<b>201</b>	<b>371</b>	<b>0</b>	<b>378</b>	<b>530</b>

(See Attachment 1)

The Housing Authority of the City of Kokomo, Indiana proposes to respond to the drug related problems by utilizing a three part comprehensive strategy to reduce drug-related crime, which will include:

1. reimbursement of local law enforcement
2. prevention/education
3. youth services

The comprehensive three part approach to reducing crime will be offered on site at each development with the exception of the Superior Street complex due to unavailability of community space. Residents of the Superior Street Apartments are located two blocks from the Terrace Towers building and four blocks from Civic Center Towers. Youth Services will be offered at the family developments only.

Each of these three proposed components are specifically designed to offer reduced crime through deterrence, provision of education to prevent addictive behaviors and through the provision of structured youth activities which include a constant theme of drug awareness, prevention and resistance skills.

#### **1. REIMBURSEMENT OF LOCAL LAW ENFORCEMENT**

The Kokomo Police Department has proposed to contract additional security to public housing developments that supplements regular security currently provided.

Full uniformed officers will be deployed solely to Dunbar Court, Gateway Gardens, Pine Valley, Terrace Towers and Superior Street Apartments over a twelve month period, five days per week, in addition to baseline services provided by regular motor patrols. On the weekends, two uniformed police officers utilizing bicycles and will be assigned to housing authority properties.

In 1996 the Kokomo Police Department contracted with the Housing Authority to provide full-service police officers on a rotating basis to serve as a community policing unit solely to serve housing authority properties on a year-round basis, seven days a week per year.

The new proposal will state the responsibilities of the Police Department in maintaining its baseline level of security services, as well as its role in crime data collection and timely reporting directly to the Housing Authority Executive Director. Under the current PHDEP funding, the Kokomo Police Department has assigned no less than 2,969 hours to provide additional security to housing developments. New figures will be available from the City as soon as the fiscal budget is approved and completed.

Proposed 1999 PHDEP Funding: \$80,000.00. Additional hours will also be

calculated. Funding for a twelve- (12) month period.

The Police Department has contributed over \$40,000.00 in fringe, health benefits and vehicle maintenance and fuel in the last three years.

The Housing Authority receives monthly reports completed by the police officers assigned to the public housing developments specific to PHDEP. Meetings have been conducted to develop and implement operating procedures for collection of pertinent data.

## **GOALS**

The expanded police patrols in the public housing developments in combination with the “prevention and youth services” should produce the following results over a five-year period:

- An increase of drug abuse awareness among public housing residents
- A 95% decrease of suspicious persons within the communities
- A 95% reduction in numbers of drug related arrests within the communities based upon annual police grid numbers by individual development.
- An 80% decrease in the number of police calls and arrests for “domestic violence” by individual developments based upon police grid numbers.
- A 90% increase in public housing applicants requesting to live in Gateway Gardens. Tracking by Occupancy Department.
- An 80% reduction in monthly service calls by Kokomo Police Department at all developments. Baseline numbers based upon monthly grid reports.
- To reduce vacancy rates and unit turn over rates by 85%
- Establish resident councils within each development that are self-sustaining.

## **2. PREVENTION**

### Family Worship Center

The Elizabeth Program, developed and sponsored by Family Worship Center Church, is a multi-approach to mentoring and parenting which meets for twenty-four (24) weeks and is open to mothers and their children. It is designed to assist and encourage women to set and pursue goals and new direction for their lives while working on establishing self-sufficiency. The purpose of the program is to reach into the lives of mothers, regardless of their age, race or circumstance, and build them up through positive encouragement and basic life skills. The Elizabeth Program brings this service right into the home through pre-arranged visits. Mentors are required to complete over twelve (12) hours of training, which covers key areas that many mothers find themselves facing today.

Session Topics include:

- Getting Acquainted
- Discovering Your Self-Worth
- Womanhood
- Parenting
- Building The Home
- Cooking
- Resume and Career
- Finances and Goals

Proposed PHDEP Funding: \$11,957.03. Funding for hiring coordinator for a twelve-month (12) period. Services funded for a 24-month period, which includes workshops, graduation meals, equipment, travel, use of church bus, and supplies.

## **GOALS**

The Elizabeth Program seeks to address issues related to self-esteem, which will encourage mothers and their children to respect themselves and others and strive towards self-sufficiency. Prevention strategies will be stressed in all phases of the program. The program will achieve the following objectives over the next five-year period:

- 95% of mothers and children will successfully complete the program
- 85% reduction in “domestic violence” calls from the police department in all the complexes. Using monthly grid reports from local authorities.
- 25% of TANF (Temporary Assistance for Needy Families) will obtain full-time employment
- 25% of residents will complete high school
- 5% of residents will complete post secondary education degrees
- 50% of parents will actively participate with their children in “Youth Services Program”
- 10% reduction in calls from Child Protective Services. Tracking by KHA and CPS.
- 75 % reduction of “evictions, due to non-payment of rent”. Tracking by Accounting Department and Occupancy Department.
- 15% reduction in unplanned pregnancies by women
- 75% reduction of “illegal live-ins”

ALL ACTIVITIES WILL BE MONITORED TO ESTABLISH STATISTICAL BASE.

### **3. YOUTH SERVICES (HOMEWORK CLUB)**

The results of a recent seven-year study of Kokomo High School students suggests that education alone is not effective in combating substance abuse. The study completed by

Dr. Earl Wysong and Dr. David Wright, revealed the following results from a survey of senior students:

- 89% of seniors at KHS reported using alcohol compared with 87% nationally
- 58% of seniors at KHS reported using marijuana compared with 35% nationally
- 31% of seniors reported using stimulants compared with 15% nationally
- 24% of seniors at KHS reported using hallucinogens compared with 11% nationally
- 50% of seniors at KHS reported using alcohol in the 30 days prior compared with 51% nationally
- 31% of seniors at KHS reported using marijuana in the 30 days prior compared with 16% nationally.

The impact of the statistics compelled the Kokomo-Center Township School Corporation to establish into policy “Drug Testing” for high school students.

This program was designed to assist youth, ages 6 through 17, develop resiliency assets to assist them in avoiding drug use. The youth will be provided with adult-supervised supportive and focused prevention activities after school hours during the regular school session and summer hours during the break.

Structured, adult-supervised activities will be provided after school for children who are in transition from school to home. The supportive prevention activities will enhance their resiliency assets by providing them with new interests and assist them with their academic and social skills.

Activities will include:

- Computer Club
- Book Club
- Game Club
- Art Club
- Music Club
- Recreational Activities
- Job Club
- Homework Tutorial Club
- Money Management
- Self-Esteem Projects
- Field Trips
- Entrepreneurship Programs

Proposed PHDEP Funding: \$30,362.97 for a 24-month period.

Funding includes hiring of coordinator to administer program, travel and supplies for 24-month period.

## **GOALS**

- 50 youth will complete program during 1999 PHDEP funding period. Twenty-five youth will participate on an annual basis for a five-year period.
- 75% of the youth will complete high school
- 50% of participating youth will increase their ISTEP scores. Tracking with Kokomo Center Schools and Social Service Office and parents.
- 50% decrease in vandalism reported in all public housing developments
- 85% increase in parental participation with youth services from all complexes
- 80% of participating youth shall remain drug -free
- 10 youth at each family development will start community- based business.