

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

HOUSING AUTHORITY OF THE CITY OF MEXICO, MISSOURI

PHA Plan

5 Year Plan for Fiscal Years Ending 3/31/2001 - 2005
Annual Plan for Fiscal Year Ending 3/31/2001

**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 MEXICO (MO)*

PHA Number: *MO010*

PHA Fiscal Year Beginning (mm/yyyy): *4/1/2000 and ending 3/31/2001*

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 web site**
- Other (list below): Resident Services Office**

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)**

Five Year and Annual Plan Table of Contents

[24 CFR Part 903.79 (r)]

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

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

A. Mission

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

- _____ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- X The PHA's mission is *to provide reasonably safe, decent and sanitary housing for income qualified persons through stable, affordable housing environments, and to maintain access to resources that encourage personal independence.*

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.

X PHA Goal No. 1: Expand the supply of assisted housing

Objectives:

_____ Apply for additional rental vouchers:

- X Reduce public housing vacancies: *Demolish or dispose of up to 60 dwelling units to reduce the MHA's vacancy rate to a "C" performance standard under the Public Housing Assessment System (PHAS) system.*
- X Leverage private or other public funds to create additional housing

opportunities: To develop a viable disposition plan that will retain at least 75% of the proposed demolition/disposition units for private rental or homeownership opportunities within the community.

- X Acquire or build units or developments. To use the proceeds from the sale or disposition of the demolished or disposed dwelling units to stimulate the rental market and increase the availability of rental properties for the Section 8 program.**

Other (list below)

X PHA Goal No. 2: Improve the quality of assisted housing

Objectives:

- X Improve public housing management: (PHAS score) Through the reduction of the percentage of vacant units from 27% to 7% within three years.**

- X Improve voucher management: (SEMAP score) By implementing an effective re-inspection program for HQS inspections with the City of Mexico Building Inspector.**

- X Increase customer satisfaction: Over the next three years and after the initial resident survey: Develop and implement customer satisfaction surveys for each of the five major areas of operation; Develop a staff review process to ensure timely correction of deficiencies; Develop a reward system for exceptional service.**

- X Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections) Develop a comprehensive system of management procedures that will stabilize the MHA's operations by standardizing routine administrative tasks within three years.**

- X Renovate or modernize public housing units: Complete the work described in the MHA's Capital Fund Program Five Year Plan**

- X Demolish or dispose of unneeded public housing: The MHA plans to demolish or dispose of up to 60 dwelling units to achieve a "C" performance rating under Public Housing Assessment System (PHAS).**

Provide replacement public housing:

Provide replacement vouchers:

Other: (list below)

X PHA Goal No. 3: Increase assisted housing choices

Objectives:

- X Provide voucher mobility counseling: Develop a brochure that outlines**

the basic requirements for implementing voucher mobility and investigate the feasibility of making a video presentation available on the process of mobility within two years

- X **Conduct outreach efforts to potential voucher landlords:** *Develop and implement a landlord outreach program over three years that includes surveying the local rental housing market; identifying potential landlords; developing and distributing marketing materials; developing information packets that include the primary contract documents; conducting community presentations on the benefits of the program; developing information materials on effective property management techniques with low income families and tenant screening processes; and monitoring responses received.*

____ Increase voucher payment standards

- X **Implement voucher homeownership program:** *Investigate the feasibility of implementing over the next three years a voucher homeownership program. Establish relationships with local lending institutions to identify the lending criteria and establish a system of referrals. Identify the current loan qualifying requirements of various institutions. Identify potential property available for purchase under the program. Develop and implement procedures for qualifying families.*

- X **Implement public housing or other homeownership programs:** *Investigate the feasibility of selling public housing in a homeownership program. Establish goals for conversion of public housing through a Hope VI program. Apply for funding to achieve the identified goals.*

____ Implement public housing site-based waiting lists:

- X **Convert public housing to vouchers:** *Conduct a conversion assessment within the statutory requirements of September 30, 2001*

____ Other: (list below)

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

- X **PHA Goal No. 4: Provide an improved living environment**

Objectives:

- X **Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:** *The MHA shall over the next two years, evaluate and implement Admission and Continued Occupancy Policies that encourage employment of low income persons to the greatest extent possible and that encourages*

working families to apply for and occupy public housing units by offering Flat Rents, cooperating with local industry to bring in new employees to entry level positions, occupying long-term vacancies with low and moderate income families, offering income exclusions to working families, and evaluate other incentives to public housing occupancy by higher income households.

_____ 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:

X Designate developments or buildings for particular resident groups (elderly, persons with disabilities) *The MHA shall evaluate and submit a request for HUD within the next three years for the designation of MO-001 to elderly and Individual with Handicap occupancy status, and designated sites for Individuals with Disabilities.*

_____ Other: (list below)

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

X PHA Goal No. 5: Promote self-sufficiency and asset development of assisted households

Objectives:

- X Increase the number and percentage of employed persons in assisted families: *from 12% to 25% by 3/31/2001 and from 25% to 35% by 3/31/2003. Update the MHA's policies to maximize the use of earned income exclusions in achieving this goal.***
- X Establish strong partnerships with supportive service providers to improve assistance recipients' employability: *The MHA shall, with HUD approval of ROSS funding, develop a job skills development program between local educational institutions, local industries, and social service agencies to encourage employment within the next two years.***
- X Establish strong partnerships with supportive service entities to increase independence for the elderly or families with disabilities. *The MHA currently has strong partnerships with local supportive services agencies and will continue to maintain and facilitate the delivery of services that improve the independence for elderly and families with disabilities.***

_____ Other: (list below)

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

X PHA Goal No. 6: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- X Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: *The MHA shall update it Equal Opportunity Policies over the next year and shall analyze existing practices to determine any impediments that may exist. A comparison of the impediments of the MHA and those identified in the Missouri State Comprehensive Plan shall be completed in year two. A comprehensive action plan shall be prepared in year three and implemented, contingent upon the availability of funding for consultant services in the preparation of the Plan.***

- X 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:
- X Undertake affirmative measures to ensure accessible housing to persons with a variety of disabilities: *The MHA shall undertake a cooperative effort with Independent Living Services and other agencies serving elderly or handicapped persons to evaluate the need for additional accessible units in the City of Mexico and to develop viable action plan to improve the availability of same over five years*
- _____ Other: (list below)

PHA Strategic Goal: Improve Human Relations Programs

- X PHA Goal No. 7: **Revise Personnel Policies to incorporate recent changes in laws.**

Objective:

- X **Revise personnel handbook to ensure ongoing compliance with equal employment opportunity, affirmative action and Section 8 compliance requirements.**
 - X **Finalize implementation of Employee Safety Program**
 - X **Review and revise salary schedules and implement a performance based incentive program**
- X **PHA Goal No. 8: Continue to enhance employee training initiatives**
 - X **Initiate team building programs with staff.**
 - X **Develop internal training programs on regulation compliance and policy enforcement.**
 - X **Continue to build staff moral and maintain safe, responsive working environments**
- X **PHA Goal No. 9: Revise by-laws**

**Annual PHA Plan
PHA Fiscal Year 2000
[24 CFR Part 903.7]**

Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

- Standard Plan
- Streamlined Plan:
 - High Performing PHA
 - Small Agency (<250 Public Housing Units)
 - Administering Section 8 Only
- Troubled Agency Plan

Executive Summary of the Annual PHA Plan

[24 CFR Part 903.79 (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.

The Housing Authority of the City of Mexico (MHA) is a small, rural authority with under 250 dwelling units of public housing and 12 units of Section 8 tenant-based housing vouchers. For the past 12 years, the MHA has suffered from high vacancy rates, although none of its units are dilapidated or uninhabitable. Lack of need has been identified as the primary cause for the unacceptable vacancies. The primary focus of this Five Year Plan and the Annual Plan is to reduce the vacancy rates to reasonable levels through demolition and disposition, while continuing to develop resources to support the families located in its public housing programs. The Plan is:

1. To demolish units that have been identified as having long term maintenance issues (units with expansive clay soils problems that prevent mitigation);
2. To thin the dwelling units at two major public housing sites to an effort to reduce a concentration of low-income families in those neighborhoods while enhancing the areas by development of open space for recreational and community use;
3. To dispose of units in areas where the units can be utilized by social service agencies serving special needs populations, i.e. developmental or mental disabilities and victims of domestic violence;
4. To dispose of scattered site units by sale of units to the private rental market and thus reduce the maintenance burden on the MHA's limited resources;
5. To convert some units for homeownership opportunities to low income residents of public housing;
6. To convert some units for non-subsidized housing to low and moderate income families;
7. To encourage use of MHA vacancies for educational programs, i.e., GED, ABE, small business development activities, and tutoring programs;
7. To enhance the ability of low income families to access job skills training programs by providing reasonable rent incentives to participating families;
8. To enhance community wide cultural sensitivity through the development of culturally sensitive awareness programs;
9. To encourage Section 8 mobility for families achieving or seeking successful job skills development;
10. To develop the use of Section 8 subsidy in a homeownership program.
11. To reinvest proceeds from the sale of vacant land back into the community in a manner that stimulates increased availability of affordable rental property

and/or entry level homeownership opportunities.

The attached Annual Plan clearly defines those areas of focus for the MHA in the upcoming year.

Electronic File Submissions

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:

6 Admissions Policy for Deconcentration

Electronic File Name: *INCLUDED IN MAIN BODY OF PLAN*

7 FY 2000 Capital Fund Program Annual Statement

Electronic File Name:

INCLUDED IN MAIN BODY OF PLAN USING HUD PRESCRIBED TEMPLATE

NR Most recent board-approved Operating Budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

X Definition of

Optional Attachments:

X PHA Management Organizational Chart

SEE ATTACHMENT 3 TO INCLUDE IN THIS PLAN

FY 2000 Capital Fund Program 5 Year Action Plan

8 Public Housing Drug Elimination Program (PHDEP) Plan

INCLUDED IN MAIN BODY OF PLAN USING HUD PRESCRIBED TEMPLATE.

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

Have been included in Section 18B of this Annual Plan.

Other (List below, providing each attachment name)

List of Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
Yes	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
Yes	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
Yes	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
Yes Housing Assessment and Strategies Only	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. <i>Persons Interested in obtaining a complete copy of the Missouri State Consolidated Plan may contact Sallie Hemenway at 573-751-4146</i>	Annual Plan: Housing Needs
Yes	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources

Applicable & On Display	Supporting Document	Applicable Plan Component
Yes	Public Housing Admissions and Continued Occupancy Policy (ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
Yes	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
Yes Attach 5	Public Housing Deconcentration and Income Mixing Documentation: 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 18.	Annual Plan: Eligibility, Selection, and Admissions Policies
Yes	Public housing rent determination policies, including the methodology for setting public housing flat rents. Check here if included in the public housing Admissions and Continued Occupancy Policy (ACOP)	Annual Plan: Rent Determination
Yes	Schedule of flat rents offered at each public housing development. Check here if included in the public housing ACOP	Annual Plan: Rent Determination
Yes	Section 8 rent determination (payment standard) policies. Check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
Yes	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
Yes	Public housing grievance procedures check here if included in the public housing ACOP	Annual Plan: Grievance Procedures
Yes	Section 8 informal review and hearing	Annual Plan:

Applicable & On Display	Supporting Document	Applicable Plan Component
	procedures check here if included in Section 8 Administrative Plan	Grievance Procedures
Yes	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
Not Applicable	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
Yes	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
Not Applicable	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
Not Applicable	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
Not Applicable	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
Not Applicable	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
Not Applicable	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
Not Applicable	Policies governing any Section 8 Homeownership program. Check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
Not Applicable	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
Not	FSS Action Plan(s) for public housing and/or	Annual Plan:

Applicable & On Display	Supporting Document	Applicable Plan Component
Applicable	Section 8	Community Service & Self-Sufficiency
Not Applicable	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
Yes Attach 4	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
Yes	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
Not Applicable	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
Yes Attach 3	MHA Organizational Chart	Annual Plan: Management and Operations
Yes	MHA Pet Policy	Annual Plan Pets
Yes	MHA One Strike Policy and Gang Policy	Annual Plan: PHDEP Plan
Yes	Other supporting documents (Optional. List individually; use as many lines as necessary) A. Census Bureau Raw Data for 1990 for Audrain County B. City of Mexico Comprehensive Plan - Executive Summary on Housing; Community Trends, and Housing Sections C. Community 2020 Maps and Demographics D. Waiting List and PH/S8 Population Demographics. (Because of the right of privacy, the raw data will not be provided. However, the demographics reports for the period ending 9/30/1999 have been provided.)	5 Year and Annual Plan: Sources of Housing Needs Assessment

1. Statement of Housing Needs

[24 CFR Part 903.79 (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.

SCORING RATINGS

1=no impact; 2=low impact; 3=moderate impact; 4= critical impact ; 5=severe impact

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type (Based on 3.2 Persons per hhld avg for area)	Over- all	Affordability	Supply	Quality	Accessibility	2. Size	Location
Income <= 30% of AMI	4,700	5	3	5	N/A	N/A	Audrain
Income >30% but <=50% of AMI	2,452	5	3	4	N/A	N/A	Audrain
Income >50% but <80% of AMI (Incomes \$25,000 to \$34,999)	1,742	2	2	2	N/A	N/A	Audrain
Elderly	4,594	3	3	3	N/A	N/A	Audrain
Families w/Disabilities	1,885	N/A	N/A	5	5	N/A	Audrain
Race/Ethnicity-White	4,850	3	N/A	N/A	N/A	N/A	Audrain
Race/Ethnicity-Black	43	4	N/A	N/A	N/A	N/A	Audrain
Race/Ethnicity-Nat.Am	1	5	N/A	N/A	N/A	N/A	Audrain
Race/Ethnicity-Asia/PI	1	1	N/A	N/A	N/A	N/A	Audrain

Housing Needs of Families in the Jurisdiction by Family Type (Audrain County)						
Units in Vacant Structure		Vacant Units		Duration of Vacancy		
1, detach	535	For Rent	834	< 2 mos.	18%	
1, attach	7	For Sale Only	229	2 - 6 mos	39%	
2	9	Rented or Sold, not occupied	93	6+ mos	43%	
3 or 4	56	Other Vacant Units	140			
5 to 9	11		326			
20 to 49	19					
50+	0					

Median Gross Rent	\$276.00					
Median Family Income	\$27,791					
Total Housing Units	10,039					
Occupied Units	9,205					
Family Type		Percent Hhlds <=30% Median*	Percent Hhlds >30<=50% Median*	Per Capita Income	Owner Occupied	Renter Occupied
% Dwelling Units with Rents Affordable to Median Income Families		23%	55%			
Households by Median Income Paying more than 30% in Rent	41%	Mex 78% State 55%	Mex 29% State 73%			
Elderly	4,594 19.5%	23%	14%			
Families with Disabilities	8%	N/A	N/A	N/A		
Race/Ethnicity - Caucasian	22,037 93.4%	18%	10%	\$11,589	71%	22%
Race/Ethnicity - Black	1,419 6.0%	50%	17%	\$6,312	3%	3%
Race/Ethnicity -Native Am	36 0.3%	62%	15%	\$8,598	.01%	.01%
Race/Ethnicity -Asian/Pac Isles	61 0.2%	0.0%	0.0%	\$29,121	.01%	.01%
Ethnicity - Hispanic (Any Race)	114 0.5%	N/A	N/A	\$9,050		

* Based on Average Household Size of 3.2 persons compared to Income Limits for a 3 Person Household

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

Indicate year: *State of Missouri CDBG 5 Year Consolidated Plan 1997-2002*
State of Missouri CDBG 1 Year Action Plan 1999

U.S. Census data: 1990

Model-Based Income and Poverty Estimates for Audrain County Database FIPS File C90STF1A
Database FIPS File C90STF3A

The Comprehensive Housing Affordability Strategy ("CHAS") data set
Community 2020

American Housing Survey data

Indicate year:

Other housing market study:

Indicate year: *City of Mexico Comprehensive Plan*

Other sources: (list and indicate year of information)

MO State Census Data Center 1990 Summary Tape File 3 for Audrain Co.

Income and Poverty Profile
Demographics Profile

***Basic Demographics Trend Report
University Extension-Office of Social and Economic Data Analysis
Households That Are Cost Burdened
Occupied Housing Units
Housing Survey Data***

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.

The MHA has indicated the information for each waiting list as follows: public housing / Section 8

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
Description	# of Families	% of Total Families	Annual Turnover
Waiting list total	13	100%	60
Extremely low income <=30% AMI	5	39%	
Very low income (>30% but <=50% AMI)	4	31%	
Low income (>50% but <80% AMI)	4	31%	
Families with children	2	16%	
Elderly families	1	8%	
Families with Disabilities	3	23%	
Race/ethnicity - Caucasian	10	77%	
Race/ethnicity - Black	3	23%	
Race/ethnicity - Nat Am	0	0	
Race/ethnicity - Asian/Pac	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	9	70	82
2 BR	3	23	87
3 BR	1	8	36
4 BR	0	0	7
5 BR	0	0	0
5+ BR	0	0	0

- B. 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

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:

Description	# of Families	% of Total Families	Annual Turnover
Waiting list total	0	0%	12
Extremely low income <=30% AMI	0	0%	
Very low income (>30% but <=50% AMI)	0	0%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	0	0%	
Elderly families	0	0%	
Families with Disabilities	0	0%	
Race/ethnicity - Caucasian	0	0%	
Race/ethnicity - Black	0	0%	
Race/ethnicity - Nat Am	0	0%	
Race/ethnicity - Asian/Pac	0	0%	

- B. 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.

The MHA has a high percentage of extremely low income persons residing in its public housing and Section 8 programs. The strategies indicated below have been

selected to encourage occupancy by very low and low income persons in the community. In addition to deconcentration efforts, the MHA has also selected those strategies that broaden the MHA's influence in the community beyond public housing and Section 8 subsidies to better meet the needs of the community in the stimulating housing market.

(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:

- 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**
- 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:

- 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

___ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing. *The MHA already exceeds HUD federal targeting requirements for this item*

___ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance. *The MHA already exceeds HUD federal targeting requirements for this item.*

___ Employ admissions preferences aimed at families with economic hardships

X Adopt rent policies to support and encourage work

___ Other: (list below)

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

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

X Employ admissions preferences aimed at families who are working

X Adopt rent policies to support and encourage work

___ Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

X 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:

X 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

X Affirmatively market to local non-profit agencies that assist

families with disabilities

Other: (list below)

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

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

Affirmatively market to races/ethnicities shown to have disproportionate housing needs

Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

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)

None

(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 903.79 (b)]

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

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund	\$240,316	
b) Public Housing Capital Fund	\$403,007	
c) HOPE VI Revitalization	Unknown	Will Apply
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$27,800	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$48,400	
g) Resident Opportunity and Self-Sufficiency Grants	None	None
h) Community Development Block Grant	None	None
i) HOME	None	None
j) Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only)		
Comprehensive Grant Program 70698	\$30,000	Parking Improvements
PHDEP 98	\$65,400	
3. Public Housing Dwelling Rental Income	\$206,728	

Sources	Planned \$	Planned Uses
4. Other income (list below)		
Community Space Rental	\$3,001	
5. Non-federal sources (list below)	None	None
Total resources	\$1,024,652	

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) *Seven to ten from top of list*

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

Thirty Days

Other: (describe) *All applicants are currently certified. The MHA does not have a current waiting list. Waiting time is the result of awaiting verification of eligibility criteria, particularly criminal history checks.*

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 *past three years*

Rental history *at least two landlord histories*

Housekeeping, *more than one history of failure to maintain unit*

Other (describe) *The MHA currently screens credit history information for past addresses, particularly public housing entities. Maintain a bad debt list with other PHAs for outstanding balances from prior tenancy*

c. The PHA requests criminal records from local law enforcement agencies for screening purposes

d. The PHA requests criminal records from State law enforcement agencies for screening purposes.

e. The PHA does not access FBI criminal records from the FBI for screening purposes, either directly or through an NCIC-authorized source, because of staffing and cost constraints for fingerprinting.

(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 *Planned for next year***
- _____ **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.

Does not apply

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

(3) Assignment

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

- One
- Two
- Three or More

b. This policy is consistent across all waiting list types.

c. If answer to b is not consistent, list variations for any other than the primary public housing waiting list(s) for the PHA:

(4) Admissions Preferences

a. Income targeting: The PHA plans 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) *Numbered in order of priority*
- 1 **Emergencies**
 - 3 **Over-housed**
 - _____ **Under-housed**
 - 2 **Medical justification**
 - 4. **Administrative reasons determined by the PHA (e.g., to permit modernization work)**
 - 5 **Resident choice: (state circumstances below) *When MHA vacancies are at or below 7% of total available units.***
 - _____ **Other: (list below)**

- c. **Preferences**
The PHA has established preferences for admission to public housing, other than date and time of application? (If “no” is selected, skip to subsection (5) Occupancy.)

- (5) **Preferences and Occupancy**
 1. **Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)**

Former Federal preferences:

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

Other preferences: (select below)

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

- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

2. 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.

7 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

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

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

(6) Occupancy

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

- X The PHA-resident lease**
- X The PHA's Admissions and Continued Occupancy policy (ACOP)**
- X PHA written materials**
- X Other source (list) MHA Policy Manual**

- 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)
- (7) **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?
Planned for the next Annual period 4/1/2000 to 3/31/2001.
- 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: *To be considered.*
 - Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments. If selected, list targeted developments below: *To be considered.*
 - Employing new admission preferences at targeted developments. If selected, list targeted developments below: *To be considered.*
 - 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: *All. The MHA is a small, rural housing authority serving a community of approximately 12,000 persons. Currently, every public housing complex has a disproportionate number of families at or below the very low income limits established by HUD. Of the total population served, only 13% are working families. The remainder are at or under 30% median income.*

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: *See above statement.*

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): *The MHA verifies county and local police histories in addition to the State Highway Patrol records. The MHA also monitors newspaper listings of arrests and convictions for names of individuals who are living in or have applied for public and Section 8 housing.*

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?

c. Yes No: Does the PHA access FBI criminal records 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)

X 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:
At this time, the MHA routinely grants extensions up to 90 days because of the difficulty in finding rental housing that meets HQS standards. Extensions are granted for large families (3 bedroom or more) up to 120 days.

(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)

Date and time

Former Federal preferences

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

Other preferences (select all that apply)

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

incomes)

- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

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

6 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- 2 Working families and those unable to work because of age or disability**
- 4 Veterans and veterans' families**
- 3 Residents who live and/or work in your jurisdiction**
- 2 Those enrolled currently in educational, training, or upward mobility programs**
- Households that contribute to meeting income goals (broad range of incomes)
- 3 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)
- 5 Not currently receiving rental assistance**

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
 X The PHA requests approval for this preference through this PHA Plan
6. Relationship of preferences to income targeting requirements: (select one)
 X 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

THE MHA DOES NOT HAVE A SPECIAL PURPOSE SECTION 8 ASSISTANCE PROGRAM AT THIS TIME.

- 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 income disregards and exclusions, including discretionary policies or practices (those not required by statute or regulation), 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. 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:

Aa The MHA has established a Flat Rent for families when 30% of their adjusted income exceeds 90% of the area Fair Market Rent published for this area.

Bb The MHA has also established a rent for units occupied

by Police Officers at an amount equal to the Performance Funding System subsidy level.

Cc. The MHA will also be implementing an employee occupancy management program that will provide a dwelling unit without rent charge to employees volunteering for occupancy in one of two targeted sites as part of a management improvement objectives.

c. 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

The MHA plans to implement limits to increases in earned income from employment subject to conditions, such as, leaving one job for a better paying job, promotions or rate increases for existing employment, and/or other exclusions that provide incentives for families to increase their annual income. Actual conditions will be established and implemented in the coming year.

Fixed amount (other than general rent-setting policy) If yes, state amount/s and circumstances below:

Flat rents have been established for families when 30% of the adjusted income is greater than 90% of the published Fair Market Rent (FMR) for the area.

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 employment or job training purposes.*

For the non-reimbursed medical expenses of non-disabled or non-elderly families. *Planned to be limited to payroll deductions for medical insurance coverages, or federal Children's Health Insurance Program, or other health insurance programs.*

Other (describe below)

d. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

that apply)

_____ For all developments

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

_____ For specified general occupancy developments

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

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

_____ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)
- Market comparability study
 - Fair market rents (FMR)
 - 95th percentile rents
 - 75 percent of operating costs
 - 100 percent of operating costs for general occupancy (family) developments
 - Operating costs plus debt service
 - The "rental value" of the unit
 - Other (list below)

e. Rent re-determinations:

1. Between income re-examinations, 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 *when choosing between flat rents and income-based rents.*
- 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)

Decreases in income where a rent adjustment is requested
Increases in income where decrease in rent has been requested since the last regularly scheduled annual re-examination.

Changes in family composition that result in an increase in deductions

Changes in sources or types of income

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

(2) Flat Rents

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

- The section 8 rent reasonableness study of comparable housing

- Survey of rents listed in local newspaper**
- Survey of similar unassisted units in the neighborhood**
- Other (list/describe below) *Fair Market Rents for the area.***

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

- a. What is the PHA's payment standard? (select the category that best describes your standard)
- At or above 90% but below 100% of FMR
 - 100% of FMR
 - Above 100% but at or below 110% of FMR
 - Above 110% of FMR (if HUD approved; describe circumstances below)
- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)
- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
 - The PHA has chosen to serve additional families by lowering the payment standard
 - Reflects market or submarket
 - Other (list below)
- c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)
- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
 - Reflects market or submarket
 - To increase housing options for families
 - Other (list below)
- d. How often are payment standards reevaluated for adequacy? (select one)
- Annually *with the publication of the FMR's*
 - Other (list below)

- e. **What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)**
 Success rates of assisted families
 Rent burdens of assisted families
 Other (list below)

(2) Minimum Rent

- a. **What amount best reflects the PHA's minimum rent? (select one)**
 \$0
 \$1-\$25
 \$26-\$50
- b. **Yes** **No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)**

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

THE MHA IS A SMALL PHA AND IS NOT REQUIRED TO COMPLETE THIS SECTION.

A. PHA Management Structure

Describe the PHA's management structure and organization. (Select One)

An organization chart showing the PHA's management structure and organization is attached.

A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	157 Units	5/mo or 60/yr
Section 8 Vouchers (Conversion to)	0	0
Section 8 Certificates (Conversion from)	11 Units	1/mo or 12/yr
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	Est. 50 Families	N/A
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks 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)

N/A

(2) Section 8 Management: (list below)

N/A

6. PHA Grievance Procedures

[24 CFR Part 903.79 (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:**
An Executive Hearing Process involving review by the Executive Director prior to a third party hearing.

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:**
Same as additions above for public housing.

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 903.79 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name); -or-**
- The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)**

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

**Annual Statement
Capital Fund Program (CFP) Part I: Summary
Capital Fund Grant Number: MO36-P010-70800
FFY of Grant Approval (MM/YYYY): 09/2000
Original Annual Statement**

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	5,000
3	1408 Management Improvements	80,600
4	1410 Administration	40,300
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	44,900
8	1440 Site Acquisition	
9	1450 Site Improvement	120,000
10	1460 Dwelling Structures	29,000
11	1465.1 Dwelling Equipment - Non-Expendable	15,635
12	1470 Non-Dwelling Structures	8,000
13	1475 Non-Dwelling Equipment	40,000
14	1485 Demolition	60,000
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	2,207
20	Amount of Annual Grant (Sum of lines 2-19)	445,642
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	12,000

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 Estimate Cost
PHA Wide	Operations	1406	5,000
PHA Wide	Hsg Management Software Replacement	1408	20,000
PHA Wide	Management Training	1408	6,800
PHA Wide	Resident Service Coordinator	1408	30,800
PHA Wide	Section 3 Business Development	1408	23,000
PHA Wide	Development Director Salary	1410	25,000
PHA Wide	Development Director Benefits	1410	8,750
PHA Wide	Travel	1410	2,750
PHA Wide	Telephone and Facsimile	1410	1,300
PHA Wide	Advertising	1410	2,500
PHA Wide	A/E Fees	1430	33,900
PHA Wide	Inspection Costs	1430.7	6,000
PHA Wide	Sundry Planning Costs	1430.19	5,000
MO-001	Expand Community Center Parking (6000 SF)	1450	60,000
MO-001	Concrete Stair Replacement (10 each)	1450	10,000
MO-001	Replacement of Sidewalks (5000 SF)	1450	50,000
MO-004	Replace Interior Lighting (40 DU)	1460	12,000
MO-004	Replace Bathroom Vanities	1460	17,000
MO-003	Replace HVAC	1465.1	15,635
MO-001	Replace Community Center HVAC	1470	8,000
PHA Wide	Computer Hardware	1475.1	20,000
PHA Wide	Lawn Mower	1475.2	10,000
PHA Wide	Purchase Passenger Van	1475.7	10,000
PHA-Wide	Demolition of 10 Dwelling Units	1485	60,000
	Subtotal		443,435
1502		Contingency	2,207
		Grand Total	445,642

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)
MO-001	9/30/2001	3/31/2002
MO-004	9/30/2001	3/31/2002
PHA-Wide	9/30/2001	3/31/2002

(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)

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.

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

The MHA has had an ongoing excessive vacancy rate in excess of 20% for the last 12 years. The MHA plans to demolish and/or dispose 27 dwelling units between January 2000 and December 2000. An initial evaluation and unit selection has been made by the Board of Commissioners. However, final selection and approval is contingent upon HUD approval of the units selection, funding for demolition, an annual statement revision for Comprehensive Grant Program 70799, and application approval for Hope VI for disposition. Further

details will be provided in the grant application, but are not available at this time.

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

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

Demolition/Disposition Activity Description	
1a. Development name:	<i>Mexico, MO (No complex name)</i>
1b. Development (project) number:	<i>MO36-P010-001</i>
2. Activity type:	<input checked="" type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition
3. Application status (select one)	<input type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
4. Date application approved, submitted, or planned for submission:	<u>(DD/MM/YY)</u> <i>June 2000</i>
5. Number of units affected:	<i>Planned Demolition = 12; Planned Disposition = 8</i>
Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	<i>Contingent On HUD approvals</i>
a. Actual or projected start date of activity:	<i>January 2001</i>
b. Projected end date of activity:	<i>December 2003</i>
Demolition/Disposition Activity Description	
1a. Development name:	<i>Mexico, MO (No Complex Name)</i>
1b. Development (project) number:	<i>MO36-P010-002</i>
2. Activity type:	<input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition
3. Application status (select one)	<input type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
4. Date application approved, submitted, or planned for submission:	<u>(DD/MM/YY)</u> <i>June 2000</i>
5. Number of units affected:	<i>Disposition = 6</i>

Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: <i>January 2001</i> b. Projected end date of activity: <i>December 2003</i>

Demolition/Disposition Activity Description	
1a. Development name:	<i>Mexico, MO (No Complex Name)</i>
1b. Development (project) number:	<i>MO36-P010-004</i>
2. Activity type:	<input checked="" type="checkbox"/> Demolition <input type="checkbox"/> Disposition
3. Application status (select one)	<input type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)	<i>June 2000</i>
5. Number of units affected:	<i>Demolition = 2</i>
Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Timeline for activity: a. Actual or projected start date of activity: <i>January 2001</i> b. Projected end date of activity: <i>December 2003</i>	

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

[24 CFR Part 903.7 9 (i)]

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

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

Designation of Public Housing Activity Description	
1a. Development name:	<i>Mexico, MO (No Complex Name)</i>
b. Development (project) number:	<i>MO36-P010-001</i>
2. Designation type:	<input type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input checked="" type="checkbox"/> Occupancy by only elderly families and families with disabilities
3.. Application status (select one)	<input type="checkbox"/> Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)	<i>Spring 2001</i>
5. If approved, will this designation constitute a (select one)	<input checked="" type="checkbox"/> New Designation Plan

<input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 126 Total DUS - 10 demolition - 8 disposition = 108
7. Coverage of action (select one)
<input type="checkbox"/> Part of the development
<input checked="" type="checkbox"/> Total development remaining after demolition and disposition

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.

On Hold Pending Final Legislation

- A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**
- 1. Yes No: Have any of the PHA’s developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If “No”, skip to component 11; if “yes”, complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)**
- 2. Activity Description**
- Yes No: Has the PHA provided all required activity description information for this component in the optional Public Housing Asset Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name:
b. 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)]

None

A. Public Housing

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

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

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

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

5. Number of units affected:
6. Coverage of action: (select one)
- ___ Part of the development
- ___ Total development

B Section 8 Tenant Based Assistance

1. ___ Yes **X** 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 (I)]

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.

NOT REQUIRED

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

Yes No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)? If yes, what was the date that agreement was signed? DD/MM/YY

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

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

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

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.79 (m)]

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

- A. Need for measures to ensure the safety of public housing residents**
- 1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)**
- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
 - High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
 - Residents fearful for their safety and/or the safety of their children
 - Observed lower-level crime, vandalism and/or graffiti
 - People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
 - Other (describe below)
High incidence of domestic violence and verbal disputes
High levels of auto traffic and public drinking
- 2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).**
- Safety and security survey of residents
 - Analysis of crime statistics over time for crimes committed "in and around" public housing authority
 - Analysis of cost trends over time for repair of vandalism and removal of graffiti
 - Resident reports
 - PHA employee reports
 - Police reports
 - Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
 - Other (describe below) *Mexico Public Safety Crime Reports and Dispatch logs*
- 3. Which developments are most affected? (list below)**
MO36-P010-001 and MO36-P010-004

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)

MO36-P010-001; MO36-P010-003; and MO36-P010-004

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)

MO36-P010-001; MO36-P010-003; and MO36-P010-004

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.

X Yes ___ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

X Yes ___ **No:** **Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan? *The Five Year Plan for 1999-2004 has been attached.***

X Yes ___ **No:** **This PHDEP Plan is Attachment 4**

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

14. Pet Policy

The MHA has attached its current pet policy to this Annual Plan. Revisions may be required once the final rule on pet policies for public housing have been issued.

PET POLICY

The following rules are established to govern the ownership and care of pets in and on properties owned and operated by the Housing Authority of the City of Mexico, Missouri (MHA).

Residents residing in the MHA owned properties are permitted to own domesticated pet(s) provided the following rules are obeyed. These rules also apply to domesticated pet(s) being kept temporarily on the premises.

A person with a disability may keep a companion or service animal that is needed as a reasonable accommodation for his or her disability. The MHA may require verification of the classification of service or companion animal in order to receive an exemption under this paragraph. An animal needed as a reasonable accommodation is not subject to the MHA's pet policy with the exception of reasonable health and safety rules, more specifically, rules 1, 6-12, and 15)

1. All domesticated pets must be registered with the MHA. The resident must sign a copy of this policy prior to bringing the domesticated pet(s) onto the property.
2. Residents shall be required to pay a damage deposit for each domesticated pet of \$200.00. This is a refundable deposit. The deposit shall be paid by the residents upon the acceptance of said domesticated pet(s) by the MHA. Refund of the domesticated pet deposit shall be contingent upon a determination by the MHA that all damages, infestation or cleaning resulting from pet ownership have been remedied.
3. A maximum number of two (2) domesticated pets are allowed in any unit. Only one dog or cat shall be allowed without specific written permission of the MHA.
4. Domesticated pet(s) are defined as dogs, cats, guinea pigs, caged birds, and fish aquariums. Pet(s) must weigh under 25 pounds full grown. No exotic animals or reptiles shall be allowed with the exception of turtles. No vicious or intimidating pet(s) are allowed
5. All cats and dogs must be spayed or neutered with certification of the procedure provided to the MHA from a licensed veterinarian.
6. All cat(s) and dog(s) are to be licensed yearly with the City of Mexico, MO through a local veterinarian. Residents must provide to the MHA yearly proof of veterinary shots required for proper licensing.
7. All residents must provide proper and adequate water, food and shelter for their pet. No pet(s) may be kept in violation of state or local humane or health laws. The resident agrees, as consideration for the MHA's allowing the resident to have the pet, that the MHA has permission to enter the premises and

remove the pet if there is a good cause reason for doing so. The MHA may enter to remove the pet and transfer it to the proper authorities subject to the provisions of Missouri State law or local ordinances

8. All pet(s) shall remain inside the apartment unless on a leash and directly controlled by the owner or his representative. Pet(s) may be temporarily allowed outdoors on a leash or chain. The chain MUST be removed from the lawn area after each use.

9. Resident shall take adequate precautions to maintain unit in a sanitary condition at all times and eliminate any pet odors within or around unit. Pet owners are not allowed to let pet droppings and waste to accumulate. Residents are responsible for properly disposing of all pet wastes. Proper disposal means placing wastes in garbage bags or other sealable containers and having the materials removed with the weekly trash pickup. The pet owner shall provide and properly maintain litter boxes for cat waste. Cat litter shall not be flushed down the sewer system.

10. Resident shall not permit any disturbance by their pet which would interfere with the peaceful enjoyment of other residents; whether by loud or continuous barking, howling, biting, scratching, chirping or other activities.

11. Residents shall not alter their unit, porches, or yard to create an enclosure for any animal.

12. Residents are responsible for all damages including the cost of fumigation caused by their pets.

13. Residents are prohibited from feeding stray animals. The feeding of stray animals shall constitute having a pet without permission.

14. Residents who violate these rules are subject to:
a. being required to get rid of the pet within 14 days of notice by the MHA, and/or
b. eviction.

15. Residents shall notify the MHA of the address and phone number of the custodian for pet during extended absences from unit.

The privilege of pet ownership may be revoked at any time subject to the MHA grievance procedure if the animal becomes destructive, a nuisance or safety hazard to other residents, or if the resident/owner fails to comply with the health requirements of this policy.

I have read and understand the above regulations regarding pets and agree to comply with the terms and conditions contained herein.

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. The certification is attached hereto at Attachment ***

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes ___ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U S.C. 1437c(h))? (If no, skip to component 17.)
2. Yes ___ No: Was the most recent fiscal audit submitted to HUD?
3. Yes ___ No: Were there any findings as the result of that audit?
4. Yes ___ No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain?
There were deferred charges that remain unresolved from 1993. The MHA is unable to clear these charges without a decision from HUD regarding the use of Capital Funds or reserves to clear the finding.
5. Yes ___ No: Have responses to any unresolved findings been submitted to HUD? If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

NOT REQUIRED

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 903.79 (r)]

A. Resident Advisory Board Recommendations

1. ____ Yes X No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s? Comments received from individual residents only.
2. If yes, the comments are: (if comments were received, the PHA MUST select one)
- ____ Attached at Attachment (File name)
- ____ Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
- ____ Considered comments, but determined that no changes to the PHA Plan were necessary.
- ____ The PHA changed portions of the PHA Plan in response to comments
- ____ List changes below:
- ____ Other: (list below)
4. Comments Received from Resident Advisory group:

A copy of the PHA Five Year Plan was provided to ROWEL (Reform of Welfare) advocacy group for comment, whose local membership contains both Section 8 and Public Housing residents. No comments were received.

One resident responded to the notice the MHA issued in the monthly newsletter, Wilderness Voice, requesting that the Capital Fund Five Year Plan include small play areas for little children close to the units rather than in the parks. This was done.

One resident inquired as to the changes in the Admissions and Continued Occupancy Policy. Specifically, she wanted to know when they took affect and how someone would ask for a flat rent. No other resident comments were received in the 60 comment period.

The MHA received comments from local community groups including League of Women Voters, Audrain County Crisis Intervention Services; member of Kiwanis International, the Ministerial Alliance, and the City of Mexico. Comments received

included: continuing to work with the City of Mexico in developing affordable rental properties and neighborhood redevelopment initiatives; developing a homeless shelter with the assistance of the local churches; deprogramming certain units for use as a domestic violence shelter; working with local banks in the purchase, rehabilitation and resale of entry level housing; and continuing support of the Senior Nutrition Program.

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

Note: *The first position available for a resident to be placed on the MHA Board will occur in July 2000.*

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

- a. **Nomination of candidates for place on the ballot: (select all that apply)**
- Candidates were nominated by resident and assisted family organizations
 - Candidates could be nominated by any adult recipient of PHA assistance
 - Self-nomination: Candidates registered with the PHA and requested a place on ballot
 - Other: (describe)
- b. **Eligible candidates: (select one)**
- Any recipient of PHA assistance
 - Any head of household receiving PHA assistance
 - Any adult recipient of PHA assistance
 - Any adult member of a resident or assisted family organization
 - Other (list)
- c. **Eligible voters: (select all that apply)**
- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
 - Representatives of all PHA resident and assisted family organizations
 - Other (list)

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here)
State of Missouri

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)
 - X The PHA has *partially* based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
 - X 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.
 - X 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 MHA reviewed the Housing Assessment statements of the Missouri State Consolidated Plan and found that there was some discrepancy in the description of need versus availability of assisted housing. The MHA has experienced extremely high vacancy rate in its one and two bedroom categories in excess of twelve years. In addition, the MHA has had a zero waiting list for at least five years. This is in contrast to the State of Missouri Consolidated Plan identifying a need for additional subsidized units. The MHA, however, supports the Consolidated Plan by including in this Five Year Plan actions that will dispose or convert the excess subsidized units for targeted population use and only demolish those that are not feasible to otherwise dispose of. In addition, there is a local need for housing designated for specific use by domestic violence victims, homeless, mentally handicapped, and Individuals with Handicaps where additional supportive services are available for them to achieve independence.*

D. Other Information Required by HUD

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

None

Attachments

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

The following documents have been incorporated into the main body of the MHA's Five Year and Annual Plan, rather than submission as attachments, in order to alleviate transmission deficiencies. These documents are included in this Table of Attachments in the following order:

- 1. Certifications - Originals submitted to HUD and are not included in this electronic version of Plan**
- 2. Definition of "Substantial Deviation" and "Significant Modification"**
- 3. Organizational Chart**

**Attachment 2
Definitions**

Definition of “Substantial Deviation” and “Significant Modification”

HUD PIH Notice 99-51(HA) requires that housing authorities define in their first Five Year and Annual Plans the terms “substantial deviation” and “significant amendment or modification” stating the basic criteria for which full public process and Resident Advisory Board requirements must be met. For the purposes of the Housing Authority of the City of Mexico, these terms are defined as follows:

“Substantial Deviation” means major changes in the fundamental goals of a program or activity after reasonable consideration of the ability to achieve the desired impact based upon a determination of the MHA.

The application of the “Substantial Deviation” definition is as follows:

Example 1: Re-allocating funds from Drug Intervention to Investigation Services would constitute a substantial deviation since the fundamental goal was to provide guidance to resident families not build a case for prosecution Re-allocating funds from one type of youth program activity to another because of the need to increase involvement would not be substantial deviation since the fundamental goal was to encourage the participation of youth in healthy lifestyles and activities.

Example 2: Accelerating the implementation of or changing the order/priority of activities or work items does not constitute “Substantial Deviation” since the original activity was included in the Five Year Plans. Adding new work items would constitute “Substantial Deviation”.

“Significant Amendment or Modification” means:

4. Changes to the Admissions and Continued Occupancy Policy or Administrative Plan not mandated by federal regulations, monitoring reviews, or necessary to ensure compliance with federal performance requirements; or
5. Additions of non-emergency work items not included in the current Annual Statement and/or 5-Year Action Plan, or changes in the use of replacement reserve funds under the Capital Fund, in excess of 10% of the annual allocation per additional work item, and excluding changes necessary to meet mandatory obligation/expenditure milestones; or
6. Additions of new activities not included in the current PHDEP Plan when not otherwise necessary for compliance with mandatory obligation/expenditure milestones of the grant agreement; or
7. Revisions to demolition, disposition, designation, homeownership programs or conversion activities that affects 20% or more of the total number of units covered by the program activity, exclusive of changes required to administer the program or meet budget and/or funding constraints.
8. None of the above is meant to waive any federal requirement for obtaining resident or community input in the planning processes or to relieve the MHA from providing opportunity for involvement by persons, groups or entities whose interests would be adversely impacted by the stated amendment or modification.

MEXICO HOUSING AUTHORITY

**BOARD OF
COMMISSIONERS**

Executive Director

Administrative Assistant

Housing Manager

Section 8 Manager
Occupancy Specialist

Inspector
Maintenance I
Maintenance II
Maintenance II
Maintenance III

**PHA Plan
Table Library**

Public Housing Drug Elimination Program Plan

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

Annual PHDEP Plan Table of Contents:

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

Section 1: General Information/History

A. Amount of PHDEP Grant: \$ 48,400

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

C. FFY in which funding is requested: **2000**

D. Executive Summary of Annual PHDEP Plan

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

The Mexico Housing Authority (MO), a rural public housing authority, will be conducting a program called "The Renaissance Club" to encourage resident interaction with the mainstream community and participation in healthy lifestyles. The Club will provide alternative youth services, adult education, literacy tutoring, computer skills training, school incentive programs, and supplemental police services. The goal of the Renaissance Club is to maintain low crime rates and increase youth participation in alternative activities to drug use through improving access to community based educational and recreational programs that support healthy lifestyles.

E. Target Areas

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

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
MO36-P010-001	126	144
MO36-P010-002	52	77
MO36-P010-003	4	19
MO36-P010-004	40	95

F. Duration of Program

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

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

Anticipated program coverage period: January 2001 to June 2002

G. PHDEP Program History

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

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	-0-	N/A	0	N/A	N/A
FY 1996	\$109,000	MO36-DEP010-0196	0	Complete	Complete
FY 1997	\$109,000	MO36-DEP010-0197 Recv'd in 1998	Fully Obligated \$66,739 Expended		12/31/2000
FY 1998	\$ 65,400	MO36-DEP010-0198	\$10,500 Obligated \$0.00 Expended	None	12/31/2000
FY 1999	-0-	N/A	0	N/A	N/A

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

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

The MHA will provide supplemental police services to control and maintain increases in criminal activity. In addition, the MHA will be providing Prevention Services by conducting a summer youth activities program, and alternative activity programs for youth during the winter months. Adult basic education support and job skills training programs are also planned. All activities are provide in partnership with local police, mental health facilities, the school district, and organizations sponsoring youth activities by payment of fees, usually reduced for resident participation. The process for monitoring and evaluating funded activities continues to be through police block incident reports, enrollment records, and complaints.

B. PHDEP Budget Summary

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

FFY Ending 9/2000 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	\$ 3,000
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	\$45,338
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	\$ 2,550
TOTAL PHDEP FUNDING	\$50,888

A. PHDEP Plan Goals and Activities

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

9110 - Reimbursement of Law Enforcement					Total PHDEP Funding: \$3,000		
Goal(s)	Provide Supplemental Police Patrols, as needed						
Objectives	Maintain Low Crime Rates Within Public Housing Developments						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount / Source)	Performance Indicators
1. Execute Agreement for Supplemental			01/2001	12/2001	\$3,000 Total 9110	None	Agreement Executed

Patrols							
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9160 - Drug Prevention					Total PHDEP Funding: \$42,850		
Goal(s)	To Provide Alternative Activities for Youths and Adults						
Objectives	Reduce the Frequency of Juvenile Disturbance, Domestic Violence and Low School Performance						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Hire Coordinator	< 300	All	01/2001	06/2002	\$ 8,750	\$30,800 Capital Fund	Position Filled
2. Conduct Youth Prog	< 25	< 13 yrs	06/2001	08/2001	\$10,000	None	Complete 6 wk program
3. Youth Alternative Activities	< 25	> 8 yrs < 18 yrs	03/2001	06/2002	\$12,100	None	Number of youth participating in approved scholarship programs.
4. School Incentive Program	< 60	4 th to 8 th grades	08/2001	06/2002	\$ 6,500	None	Number of grade points averages increased
5. Adult Education/ Job Skills	< 15	Adults > 19 yrs	06/2001	06/2002	\$ 5,500	None	Number of Adults enrolled

9190 - Other Program Costs					Total PHDEP Funds: \$2,550		
Goal(s)	Comply with Mandatory Program Requirements						
Objectives	Conduct necessary Surveys and Audits						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1 Resident Survey			12/2001	12/2001	\$2,000	None	Complete Surveys
2 Fiscal Audit			12/2001	06/2002	\$ 550	None	Approved HUD compliant Audit

Section 3: Expenditure/Obligation Milestones

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

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Fund Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110 - Activity 1	80%	2,400	100%	3,000
9120				
9130				
9140				
9150				
9160- Activity 1	100%	8,750	100%	8,750
Activity 2	100%	10,000	100%	10,000
Activity 3	40%	4,840	50%	6,050
Activity 4	20%	1,300	25%	1,625
Activity 5	10%	550	25%	1,375
9170				
9180				
9190 - Activity 1	100%	2,000	100%	2,000
Activity 2	50%	225	100%	550
TOTAL	62%	\$30,065	69%	\$33,350

Section 4: Certifications

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

Deconcentration Policy (in effect as of December 1999)
Excerpt from "Admissions and Continued Occupancy Policy"

4.12 Income Targeting and Deconcentration: The MHA shall make every effort possible to provide for de-concentration of poverty and income mixing in its communities by bringing higher income *Tenants* into lower income developments and lower income *Tenant* into higher income developments.

4.12.1 To this extent the MHA shall insure in accordance with HUD guidelines that not less than 40% of all new admissions shall be families whose income at the time of their admission does not exceed 30% the area's median income.

4.12.2 The MHA does not intend to utilize and/or impose any specific income or racial quotas nor will the MHA offer rent or other incentives to eligible families to occupy units in developments predominately occupied by families having either lower or higher incomes.