

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

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# PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2000

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

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HUD 50075  
OMB Approval No: 2577-0226  
Expires: 03/31/2002

**PHA Plan  
Agency Identification**

**PHA Name:** Charleston Housing Authority

**PHA Number:** MO 012

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

**Public Access to Information**

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

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

**Display Locations For PHA Plans and Supporting Documents**

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

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

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

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



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

**A. Mission**

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

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

**B. Goals**

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

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
- Apply for additional rental vouchers:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - Other (list below)
- PHA Goal: Improve the quality of assisted housing  
Objectives:
- Improve public housing management: (PHAS score)
  - Improve voucher management: (SEMAP score)
  - Increase customer satisfaction:

- Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)
  - Renovate or modernize public housing units:
  - Demolish or dispose of obsolete public housing:
  - Provide replacement public housing:
  - Provide replacement vouchers:
  - Other: (list below)
- PHA Goal: Increase assisted housing choices
- Objectives:
- Provide voucher mobility counseling:
  - Conduct outreach efforts to potential voucher landlords
  - Increase voucher payment standards
  - Implement voucher homeownership program:
  - Implement public housing or other homeownership programs:
  - Implement public housing site-based waiting lists:
  - Convert public housing to vouchers:
  - Other: (list below)

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

- PHA Goal: Provide an improved living environment
- Objectives:
- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
  - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
  - Implement public housing security improvements:
  - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
  - Other: (list below)

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households
- Objectives:
- Increase the number and percentage of employed persons in assisted families:

- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:
  - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
  - Other: (list below)

**Other PHA Goals and Objectives: (list below)**

# Annual PHA Plan PHA Fiscal Year 2000

[24 CFR Part 903.7]

## **i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

### **Streamlined Plan:**

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

**Troubled Agency Plan**

## **ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

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

The Charleston Housing Authority is a medium PHMAP High-Performer agency located in Mississippi County, Missouri. The CHA manages 280 units of public housing at four developments.

The mission of the CHA is:

To promote adequate and affordable housing, economic opportunity and a suitable living environment without discrimination.

The CHA will accomplish its mission ideals through its goals and objectives:

1. Providing decent, safe and affordable housing.
2. Ensuring equal opportunity in housing for everyone
3. Promoting self-sufficiency and asset development of financially disadvantaged families and individuals.
4. Improving community quality of life and economic vitality.
5. To provide timely response to resident request for maintenance problems.
6. To return vacated units with new resident promptly.
7. To continue to enforce our "One Strike" policies for resident and applicants.
8. To improve and/or maintain our financial stability through aggressive rent collections and improved reserve position.

The CHA's financial resources include an operating fund, capital fund, and dwelling rental income which will be used to operate the agency in the most cost effective means possible and still provide the services and activities for its residents.

The CHA has assessed the housing needs of Charleston and surrounding Mississippi County area and has determined that it is currently and will continue to meet the housing needs of the community to the extent practical. The CHA has approved a Deconcentration Policy and will utilize Local Preferences to attract and encourage applicants that can qualify for public housing. The CHA has determined that its housing strategy complies with the state of Missouri's Consolidated Plan

The CHA has updated and rewritten its Admissions and Continued Occupancy Plan, Dwelling Lease and Grievance procedures to comply with all QHWRA requirements. The CHA has established a minimum rent of \$25.00 and elected to recognize its flat and ceiling rents as synonymous and chosen to select the local two bedroom Fair Market Rent (FMR) to determine its dollar value.

The CHA has conducted a physical needs assessment to determine its modernization requirements and has developed an Annual and 5 year Action Plan to address its Capital Improvements.

The CHA has plans to demolish up to 30 dwelling units in the five year plan. The CHA has jointly addressed with the local police department to develop safety and crime prevention that adequately meets the needs of its residents.

The CHA has developed an agency wide Pet Policy that allows any family to have a pet if they follow a set of rules.

The CHA has certified that it has and will continue to adhere to all Civil Rights requirements and will affirmatively further fair housing. In addition, the CHA has included a copy of its most recent fiscal year audit reports as part of the documentation made available for public review during the 45 days prior to submission of CHA's Agency Plan to HUD on December 1, 1999

Because the CHA is a PHMAP High-Performer, it was not required to respond to the following Annual Plan components.

1. Operations and Management
2. Grievances Procedures
3. Designation of Public Housing
4. Conversion of Public Housing
5. Homeownership
6. Community Service
7. Asset Management

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

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

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## **Table of Contents**

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OMB Approval No: 2577-0226  
Expires: 03/31/2002

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### Attachments

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

#### Required Attachments:

- (A) Admissions Policy for Deconcentration (MO012c02)
- (B) FY 2000 Capital Fund Program Annual Statement (MO012a02)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

#### Optional Attachments:

- PHA Management Organizational Chart
- (B) FY 2000 Capital Fund Program 5 Year Action Plan (MO012b02)
- (E) Public Housing Drug Elimination Program (PHDEP) Plan (MO012e02)
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

## Supporting Documents Available for Review

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
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	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
YES	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
YES	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
YES	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
YES	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
YES	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
N/A	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
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 <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
N/A	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
YES	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	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
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
N/A	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
YES	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
YES	The most recent fiscal year audit of the PHA conducted	Annual Plan: Annual Audit

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	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	
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

## **1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

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

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

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
<b>Family Type</b>	<b>Overall</b>	<b>Afford- ability</b>	<b>Supply</b>	<b>Quality</b>	<b>Access- ibility</b>	<b>Size</b>	<b>Loca- tion</b>
Income <= 30% of AMI	149	5	5	5	3	3	2
Income >30% but <=50% of AMI	32	5	5	5	3	3	2
Income >50% but <80% of AMI	20	4	4	4	3	3	2
Elderly	6	5	5	4	3	2	4
Families with Disabilities	10	5	5	4	3	2	4
Race/Ethnicity W	162	5	5	5	3	3	2
Race/Ethnicity B	39	5	5	5	3	3	2
Race/Ethnicity I	1	5	5	5	3	3	2
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 1996-2000
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset 1991
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

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

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

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	63		58
Extremely low income <=30% AMI	47	74	
Very low income (>30% but <=50% AMI)	10	16	
Low income (>50% but <80% AMI)	6	10	
Families with children	45	71	
Elderly families	2	3	
Families with Disabilities	3	5	

<b>Housing Needs of Families on the Waiting List</b>			
Race/ethnicity B	55	87	
Race/ethnicity W	8	13	
Race/ethnicity			
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1 BR	19	30	17
2 BR	36	57	33
3 BR	5	8	5
4 BR	2	3	2
5 BR	1	2	1
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

### C. Strategy for Addressing Needs

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

#### (1) Strategies

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

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources

- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select if applicable

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

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

Select all that apply

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

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

**(2) Reasons for Selecting Strategies**

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

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

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	360,570	
b) Public Housing Capital Fund	751,888	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	N/A	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	6,600	
g) Resident Opportunity and Self-Sufficiency Grants	N/A	
h) Community Development Block Grant	N/A	
i) HOME		
Other Federal Grants (list below)	0	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
PHDEP 1999	61,600	Drug Elimination
<b>3. Public Housing Dwelling Rental Income</b>		
	245,003	Operations
<b>4. Other income (list below)</b>		
Interest, Excess Utilities	20,513	Operations
Maintenance charges		
<b>5. Non-federal sources (list below)</b>		
<b>Total resources</b>	1,501,172	

### **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: (4)  
 When families are within a certain time of being offered a unit: (state time)  
 Other: (describe)

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

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

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

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

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

## **(2)Waiting List Organization**

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

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

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

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

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

1. How many site-based waiting lists will the PHA operate in the coming year?0

2.  Yes  No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?

If yes, how many lists?

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

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

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

### **(3) Assignment**

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

- One  
 Two  
 Three or More

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

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

### **(4) Admissions Preferences**

a. Income targeting:

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

b. Transfer policies:

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

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

Other: (list below)

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

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

Other preferences: (select below)

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

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

1 Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition, Battered Spouses)
- Victims of domestic violence
- Substandard housing

Homelessness  
High rent burden

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

#### **(5) Occupancy**

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

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

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

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

#### **(6) Deconcentration and Income Mixing**

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

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

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

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

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

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

Other (list policies and developments targeted below)

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

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

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

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

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

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

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

## B. Section 8

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

### (1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
  - Criminal and drug-related activity, more extensively than required by law or regulation
  - More general screening than criminal and drug-related activity (list factors below)
  - Other (list below)
- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
  - Other (describe below)

### (2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
  - Federal public housing
  - Federal moderate rehabilitation
  - Federal project-based certificate program
  - Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- PHA main administrative office

Other (list below)

**(3) Search Time**

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

If yes, state circumstances below:

**(4) Admissions Preferences**

a. Income targeting

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

b. Preferences

1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

**(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- Through published notices
- Other (list below)

**4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

**A. Public Housing**

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

**(1) Income Based Rent Policies**

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

a. Use of discretionary policies: (select one)

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

---or---

- 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:

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

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

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

\$25.00 when the adjusted income calculation for rent is less than \$25.00/month.

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

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

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

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

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

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

- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \$40/mo
- Other (list below)

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

## **(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)
- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)  
Per guidelines we elected to utilize ceiling/flat rents synonymously.

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

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

### **(1) Payment Standards**

Describe the voucher payment standards and policies .

- a. What is the PHA's payment standard? (select the category that best describes your standard)
- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)
- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)
- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard

- Reflects market or submarket
- Other (list below)

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

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

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

- Annually
- Other (list below)

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

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

## **(2) Minimum Rent**

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

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

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

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

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

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

Describe the PHA's management structure and organization.

(select one)

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

**B. HUD Programs Under PHA Management**

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

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

**C. Management and Maintenance Policies**

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

- (1) Public Housing Maintenance and Management: (list below)
- (2) Section 8 Management: (list below)

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

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

### **A. Public Housing**

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

If yes, list additions to federal requirements below:

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

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

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

If yes, list additions to federal requirements below:

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

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

## **A. Capital Fund Activities**

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

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

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment B (MO012a02)

-or-

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

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

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment B (MO012b02)

-or-

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

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

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

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

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

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

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

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

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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

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

### 2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	MO 12-1 and MO 12-2
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	<u>(6/15/01)</u>
5. Number of units affected:	up to (28) 12-1 and up to (2) 12-2
6. 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: 03/01/02 b. Projected end date of activity: 09/01/06

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

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

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

<b>Conversion of Public Housing Activity Description</b>
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> 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**

**A. Public Housing**

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

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

2. Activity Description

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

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

## B. Section 8 Tenant Based Assistance

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

### 2. Program Description:

#### a. Size of Program

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

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

- 25 or fewer participants  
 26 - 50 participants  
 51 to 100 participants  
 more than 100 participants

#### b. PHA-established eligibility criteria

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

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (l)]

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

### A. PHA Coordination with the Welfare (TANF) Agency

#### 1. Cooperative agreements:

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

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

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

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

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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



- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

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

### **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.79 (m)]

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

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

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

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

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

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports

- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

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

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

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

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

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

**C. Coordination between PHA and the police**

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

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

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

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

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

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment E Filename: MO012e02)

## **14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

## **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

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

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

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

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

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

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

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

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

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

- Attached at Attachment (File name)
- Provided below:  
Board was in general agreement with policies and Agency Plan documents.

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

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

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

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

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

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

1. Consolidated Plan jurisdiction: 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)

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

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

The State of Missouri's plan has established the following housing priorities to address housing needs which are also the priorities of the Charleston Housing Authority:

1. Maintain the supply of decent, safe and sanitary rental housing that is affordable for low, very low and moderate income families
2. The modernization of CHA housing for occupancy by low and very low income families

#### **D. Other Information Required by HUD**

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

## Attachments

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

- A Deconcentration Policy (MO012c02)
- B Capital Improvements  
Annual (MO012a02) and 5-Year Plan (MO012b02)
- C Board Resolution
- D Compliance with State Plan
- E. PHDEP (MO012e02)

**Annual Statement/Performance  
and Evaluation Report**

**Part I: Summary**

**Comprehensive Grant Program (CGP)**

**U.S. Department of Housing  
and Urban Development**

**Office of Public and Indian Housing**

OMB approval No. 2577-0157 (Exp. 7/31/98)

HA Name <b>Charleston Housing Authority</b>	Comp Grant Number <b>MO36P012708</b>	FFY of Grant Approval <b>2000</b>
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Original Annual Statement       Reserve for Disasters/Emergencies       Revised Annual Statement/Revision Number  
 Final Performance & Evaluation Report       Performance & Evaluation Report for Program Year Ending \_\_\_\_\_

Line #	Summary by Development Accounts	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line	95,000			
3	1408 Management Improvements	71,000			
4	1410 Administration	61,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees & Cost	34,000			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	340,000			
11	1465.1 Dwelling Equipment-Nonexpendable	9,000			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	42,736			
14	1485 Demolition	12,000			
15	1490 Replacement Reserves				
16	1495.1 Relocation Costs				
17	1498 Mod Used for Development	87,150			
18	1502 Contingency (may not exceed 8% of line 19)				
19	<b>Amount of Annual Grant (Sum of lines 2-18)</b>	<b>751,886</b>			
20	Amount of Line 19 related to LBP Activities				
21	Amount of Line 19 related to Section 504 Compliance				
22	Amount of Line 19 related to Security				
23	Amount of Line 19 related to Energy Conservation Measures				

(1) To be completed for the Performance & Evaluation Report or a Revised Annual Statement      (2) To be completed for the Performance & Evaluation Report

Signature of Executive Director and Date <b>X</b>	Signature of Public Housing Director/Office of Native American Programs Administrator <b>X</b>
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**Annual Statement/Performance  
and Evaluation Report  
Part II: Supporting Pages**

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

**Comprehensive Grant Program (CGP)**

OMB Approval No. 2577-0157 (Exp. 7/31/98)

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
HA Wide Activities								
<b>HA-Wide Operations</b>	A. General Operations	1406	0.12	95,000				
	<b>Subtotal</b>			<b>95,000</b>				
<b>HA-Wide Management Improvement</b>	A. Administrative Training	1408	LS	3,000				
	B. Computer Training	1408	LS	2,000				
	C. Maintenance Training	1408	LS	2,000				
	D. Resident grounds job training	1408	LS	20,000				
	E. Vacancy prep resident job training	1408	LS	18,000				
	F. Resident Organization	1408	LS	1,000				
	G. NCIC and FBI background check	1408	LS	1,000				
	H. Community policing support	1408	LS	4,000				
	I. Computer software	1408	LS	2,000				
	J. Policies and procedure update	1408	LS	2,000				
	K. Youth sports/activity program	1408	LS	16,000				
	<b>Subtotal</b>			<b>71,000</b>				
<b>HA-Wide Administrative Costs</b>	A. MOD Coordinator	1410	100%	27,000				
	B. Partial salary and benefits of staff with Capital grant	1410	5%	34,000				
	<b>Subtotal</b>			<b>61,000</b>				
<b>HA-Wide Fees and Costs</b>	A. A/E design	1430	100%	29,000				
	B. Management consultants	1430	100%	5,000				
	<b>Subtotal</b>			<b>34,000</b>				
(1) To be completed for the Performance & Evaluation Report or a Revised Annual Statement (2) To be completed for the Performance & Evaluation Report								
Signature of Executive Director and Date					Signature of Public Housing Director/Office of Native American Program Administration			

**Annual Statement/Performance  
and Evaluation Report  
Part II: Supporting Pages  
Comprehensive Grant Program (CGP)**

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

OMB Approval No. 2577-0157 (Exp. 7/31/98)

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>HA Wide Activities</b>								
<b>MO 12-1</b>	A. Replace floor tiles	1460	81000 SF	163,000				
	B. Replace DHW heaters	1460	72 EA	22,000				
	C. Renovate bathrooms	1460	69 units	152,000				
	D. Demolish units	1485	6 units	12,000				
	<b>Subtotal</b>				<b>349,000</b>			
<b>HA-Wide</b>	A. Replace appliances	1465.1	12 pair	9,000				
	B. Replace DHW heaters	1460	10 EA	2,000				
	C. Trash/garbage containers	1460	12 EA	1,000				
	D. Construct homeownership	1498	1 unit	87,150				
	<b>Subtotal</b>				<b>99,150</b>			
<b>HA-Wide Nondwelling Equipment</b>	A. Maintenance van	1475	1	23,000				
	B. Computer hardware	1475	LS	2,000				
	C. Riding mower	1475	1	12,000				
	D. Replace office equipment and furniture	1475	LS	2,000				
	E. Maintenance tools and equipment	1475	LS	3,736				
<b>Subtotal</b>				<b>42,736</b>				
<b>Grand Total</b>								
				<b>751,886</b>				
(1) To be completed for the Performance & Evaluation Report or a Revised Annual Statement      (2) To be completed for the Performance & Evaluation Report								
Signature of Executive Director and Date					Signature of Public Housing Director/Office of Native American Program Administration			

**Annual Statement/Performance  
and Evaluation Report  
Part III: Implementation Schedule  
Comprehensive Grant Program (CGP)**

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

OMB Approval No. 2577-0157 (Exp. 7/31/98)

Development All Funds Obligated (Quarter Ending Date) Number/Name	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (1)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
<b>IA Wide Activities</b>							
<b><u>HA Wide</u></b>	03/31/2002			09/30/2003			
<b><u>MO 12-1</u></b>	03/31/2002			09/30/2003			
(1) To be completed for the Performance & Evaluation Report or a Revised Annual Statement				(2) To be completed for the Performance & Evaluation Report			
Signature of the Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date			

**Five-Year Action Plan**  
**Part I: Summary**  
 Comprehensive Grant Program (CGP)

**U.S. Department of Housing and Urban Development** B Approval No. 2577-0157 (Exp. 7/31/98)  
 Office of Public and Indian Housing

HA Name <b>Charleston Housing Authority</b>		Locality (City/County & State) <b>Charleston/Mississippi/Missouri</b>				<input checked="" type="checkbox"/> Original _ Revision Number
A. Development Number/Name	Work Statement for Year 1 FFY: <u>00</u>	Work Statement for Year 2 FFY <u>01</u>	Work Statement for Year 3 FFY <u>02</u>	Work Statement for Year 4 FFY <u>03</u>	Work Statement for Year 5 FFY <u>04</u>	
<b>MO 12-1</b>	<b>SEE ANNUAL STATEMENT</b>			65,000	82,000	
<b>MO 12-2</b>		352,000			219,000	
<b>MO 12-4</b>			318,000	4,000	33,000	
<b>MO 12-5</b>				30,000	59,000	
<b>HA Wide</b>		12,000	12,000	12,000	12,000	
<b>B. Physical Improvements Subtotal</b>			364,000	360,000	81,000	405,000
<b>C. Management Improvements</b>			71,000	71,000	143,000	65,000
<b>Equipment</b>			42,736	42,736	254,736	11,000
<b>E. Administration</b>			61,000	61,000	66,000	66,000
<b>F. Other</b>			34,000	34,000	34,000	34,000
<b>G. Operations</b>		80,000	80,000	80,000	80,000	
<b>H. Demolition</b>		12,000	16,000	16,000	4,000	
<b>I. Replacement Reserves</b>						
<b>J. Mod Used for Development</b>		87,150	87,150	87,150	86,886	
<b>K. Total CGP Funds</b>		751,886	751,886	761,886	751,886	
<b>L. Total Non-CGP Funds</b>						
<b>M. Grand Total</b>		751,886	751,886	761,886	751,886	
Signature of Executive Director & Date: <b>X</b>		Signature of P.H. Director/Office of Native American Program Admin & Date: <b>X</b>				

**Five-Year Action Plan**  
**Part I: Summary (Continuation)**  
 Comprehensive Grant Program (CGP)

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

OMB Approval No. 2577-0157 (Exp. 7/31/98)

A. Development Number/Name	Work Statement for Year 1 FFY: <u>00</u>	Work Statement for Year 2 FFY <u>01</u>	Work Statement for Year 3 FFY <u>02</u>	Work Statement for Year 4 FFY <u>03</u>	Work Statement for Year 5 FFY <u>04</u>
	<b>SEE ANNUAL STATEMENT</b>				

Five-Year Action Plan  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
**Comprehensive Grant Program (CGP)**

**U.S. Department of Housing and Urban Development** OMB Approval No. 2577-0157 (Exp. 7/31/98)  
**Office of Public and Indian Housing**

Work Statement for Year 1 FFY: <u>00</u>	Work Statement for Year <u>2</u> FFY: <u>01</u>			Work Statement for Year <u>3</u> FFY: <u>02</u>				
	Development Number/Name	General Description	Quantity	Estimated Cost	Development Number/Name	General Description	Quantity	Estimated Cost
	Major Work Categories				Major Work Categories			
<b>SEE ANNUAL STATEMENTS</b>	<b><u>MO 12-1</u></b>				<b><u>MO 12-1</u></b>			
	A. Demolish units		6 units	12,000	A. Demolish units		8 units	16,000
	<b>Subtotal</b>			<b>12,000</b>	<b>Subtotal</b>			<b>16,000</b>
	<b><u>MO 12-2 Family Structures</u></b>				<b><u>MO 12-4</u></b>			
	A. Replace electrical breaker boxes		70	35,000	A. Renovate bathrooms		50	75,000
	B. Pre-wire cable TV		70	7,000	B. Install window blinds		50	5,000
	C. Add 240 volt circuit for air conditioner		138	28,000	C. Install curtain rods		50	7,000
	D. Patch and paint interiors		110	77,000	D. Upgrade electrical		50	175,000
	E. Install window blinds		110	11,000	E. Add 240 volt circuit for air conditioner		50	12,000
	F. Install curtain rods		110	16,000	F. Upgrade site lighting		10	5,000
	G. Security fencing		2000 LF	20,000	G. Remove asphalt for lot		LS	15,000
	H. Install playground equipment		2	50,000	H. Install bus shelters		2	3,000
	I. Install sewer cleanouts		40	6,000	I. Repair siding		10%	9,000
	J. Install ball valves		4	1,000	J. Replace washer/dryer box		34	7,000
	K. Construct bus shelters		2	3,000	K. Paint exterior doors		168	5,000
	L. Replace water heaters		67	20,000	<b>Subtotal</b>			<b>318,000</b>
	M. Replace washer/dryer boxes		110	18,000	<b><u>MO 12-5</u></b>			
	<b>Subtotal</b>			<b>292,000</b>	A. Patch and paint interiors		20	11,000
					B. Install window blinds		20	2,000
					C. Install curtain rods		20	3,000
				D. Replace countertops and sinks		20	14,000	
				<b>Subtotal</b>			<b>30,000</b>	
	Subtotal of Estimated Cost			continued	Subtotal of Estimated Cost			continued

form HUD-52834 (10/96)  
ref Handbook 7485.3

Five-Year Action Plan  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
**Comprehensive Grant Program (CGP)**

**U.S. Department of Housing and Urban Development** OMB Approval No. 2577-0157 (Exp. 7/31/98)  
**Office of Public and Indian Housing**

Work Statement for Year 1 FFY: <u>00</u>	Work Statement for Year <u>2</u> FFY: <u>01</u>			Work Statement for Year <u>3</u> FFY: <u>02</u>				
	Development Number/Name	General Description	Quantity	Estimated Cost	Development Number/Name	General Description	Quantity	Estimated Cost
	Major Work Categories				Major Work Categories			
<b>SEE ANNUAL STATEMENTS</b>	<b><u>MO 12-2 Elderly Structures</u></b>				<b><u>HA Wide</u></b>			
	A. Replace closet doors		20	4,000	A. Replace appliances		12 pair	9,000
	B. Replace utility room doors		20	4,000	B. Replace DHW heaters		10 EA	2,000
	C. Replace refrigerators		40	16,000	C. Trash/garbage containers		12 EA	1,000
	D. Replace ranges		40	11,000	D. Construct homeownership		1 unit	87,150
	E. Wash siding		11	4,000	E. Housing operations		10%	80,000
	F. Patch and paint interiors		20	6,000	<b>Subtotal</b>			<b>179,150</b>
	G. Security fencing		1400 LF	14,000	<b><u>HA Wide Non-dwelling equipment</u></b>			
	H. Install picnic tables		2	1,000	A. Maintenance truck		1	20,000
	<b>Subtotal</b>			<b>60,000</b>	B. Computer hardware		LS	5,000
	<b><u>HA Wide</u></b>				C. Riding mower		1	12,000
	A. Replace appliances		12 pair	9,000	D. Replace office equipment and furnishings		LS	2,000
	B. Replace DHW heaters		10 EA	2,000	E. Maintenance tools and equipment		LS	3,736
	C. Trash/garbage containers		12 EA	1,000	<b>Subtotal</b>			<b>42,736</b>
	D. Construct homeownership		1 unit	87,150				
	E. Housing operations		10%	80,000				
	<b>Subtotal</b>			<b>179,150</b>				
	<b><u>HA Wide Non-dwelling equipment</u></b>							
	A. Replace maintenance truck		LS	20,000				
	B. Computer hardware		LS	5,000				
	C. Riding mower		LS	12,000				
	D. Replace office equipment and furnishings		LS	2,000				
	E. Maintenance tools and equipment		LS	3,736				
<b>Subtotal</b>			<b>42,736</b>					
Subtotal of Estimated Cost			585,886	Subtotal of Estimated Cost			585,886	

form HUD-52834 (10/96)  
ref Handbook 7485.3

Five-Year Action Plan  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
 Comprehensive Grant Program (CGP)

**U.S. Department of Housing and Urban Development** OMB Approval No. 2577-0157 (Exp. 7/31/98)  
 Office of Public and Indian Housing

Work Statement for Year 1 FFY: 00	Work Statement for Year 4 FFY: 03			Work Statement for Year 5 FFY: 04				
	Development Number/Name Major Work Categories	General Description	Quantity	Estimated Cost	Development Number/Name Major Work Categories	General Description	Quantity	Estimated Cost
<b>SEE ANNUAL STATEMENT</b>	<b>MO 12-1</b>				<b>MO 12-1</b>			
	A. Add "No Loitering" signs		10	1,000	A. Construct storage sheds		65 EA	78,000
	B. Termite initial treatment		10	10,000	B. Landscaping		LS	2,000
	C. Replace site dumpster		1	3,000	C. Initial termite treatment		4	2,000
	D. Replace gang mail boxes		4	1,000	<b>Subtotal</b>			<b>82,000</b>
	E. Install water shutoffs		59	15,000	<b>MO 12-2</b>			
	F. Remove porch walls		100	20,000	A. Renovate bathroom		103 units	149,000
	G. Pre-wire for cable TV		59	15,000	B. Construct storage sheds		55 EA	66,000
	H. Demolish units		8	16,000	C. Landscaping		LS	2,000
	<b>Subtotal</b>			<b>81,000</b>	D. Initial termite treatment		4	2,000
	<b>MI 12-4</b>				E. Demolish units		2 units	4,000
	A. Add "No Loitering" signs		10	1,000	<b>Subtotal</b>			<b>223,000</b>
	B. Replace trespassing signs		10	1,000	<b>MO 12-4</b>			
	C. Replace security fencing		200 LF	2,000	A. Replace playground equipment		1 sys	29,000
	<b>Subtotal</b>			<b>4,000</b>	B. Landscaping		LS	2,000
	<b>HA Wide</b>				C. Initial termite treatment		4	2,000
	A. Replace appliances		12 pair	9,000	<b>Subtotal</b>			<b>33,000</b>
	B. Replace DHW heaters		10 EA	2,000	<b>MO 12-1 Administrative Building</b>			
	C. Trash/garbage containers		12 EA	1,000	A. Landscaping		LS	2,000
	D. Construct homeownership		1 unit	87,150	B. Replace entry doors		2 EA	1,000
E. Housing Operations		10 %	80,000	<b>Subtotal</b>			<b>3,000</b>	
<b>Subtotal</b>			<b>179,150</b>	<b>Subtotal of Estimated Cost</b>			<b>continued</b>	
<b>Subtotal of Estimated Cost</b>			<b>continued</b>	<b>Subtotal of Estimated Cost</b>			<b>continued</b>	

Five-Year Action Plan  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
 Comprehensive Grant Program (CGP)

**U.S. Department of Housing and Urban Development** OMB Approval No. 2577-0157 (Exp. 7/31/98)  
 Office of Public and Indian Housing

Work Statement for Year 1 FFY: 00	Work Statement for Year 4 FFY: 03				Work Statement for Year 5 FFY: 04			
	Development Number/Name	General Description	Quantity	Estimated Cost	Development Number/Name	General Description	Quantity	Estimated Cost
	Major Work Categories				Major Work Categories			
<b>SEE ANNUAL STATEMENT</b>	<b>MO 12-1 Non-dwelling Admin. Office</b>				<b>MO 12-5</b>			
		A. Replace built-up roof	LS	20,000	A. Landscaping	LS	1,000	
		B. Tuck point and seal brick	LS	10,000	B. Replace screen doors	20 units	4,000	
		C. Construct controlled entrance	1	5,000	C. Replace floor tiles	20 units	34,000	
		D. Replace carpeting	LS	10,000	D. Replace furnaces	20 EA	16,000	
		E. Construct partitions	3	5,000	E. Initial termite treatment	6	4,000	
		F. Install/replace window blinds	LS	1,000	<b>Subtotal</b>		<b>59,000</b>	
		G. Patch and paint interior	LS	3,000				
		H. Install security system	LS	2,000	<b>HA Wide</b>			
		<b>Subtotal</b>		<b>56,000</b>	A. Replace appliances	12 pair	9,000	
		<b>MO 12-1 Non-dwelling Community Center</b>				B. Replace DHW heaters	10 EA	2,000
		A. Replace roof	LS	20,000	C. Trash/garbage containers	12 EA	1,000	
		B. Tuck point and seal brick	LS	10,000	D. Construct homeownership	1 unit	86,886	
		C. Paint canopy	LS	2,000	E. Housing Operations	10%	80,000	
		D. Repair and paint bleachers	LS	1,000	<b>Subtotal</b>		<b>178,886</b>	
		E. Install sound baffles	LS	10,000				
		F. Construct storage room	LS	3,000				
		G. Paint interior	LS	9,000				
		H. Replace restroom accessories	2 Rms	2,000				
		I. Resurface and seal parking lot	2250 SF	30,000				
	J. Replace furnishing	LS	2,000					
	<b>Subtotal</b>		<b>89,000</b>					
	Subtotal of Estimated Cost			continued	Subtotal of Estimated Cost			continued

form HUD-52834 (10/96)

Five-Year Action Plan  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
**Comprehensive Grant Program (CGP)**

**U.S. Department of Housing and Urban Development** OMB Approval No. 2577-0157 (Exp. 7/31/98)  
 Office of Public and Indian Housing

Work Statement for Year 1 FFY: <u>00</u>	Work Statement for Year <u>4</u> FFY: <u>03</u>				Work Statement for Year <u>5</u> FFY: <u>04</u>				
	Development Number/Name	General Description	Quantity	Estimated Cost	Development Number/Name	General Description	Quantity	Estimated Cost	
	Major Work Categories				Major Work Categories				
SEE ANNUAL STATEMENT	<b><u>MO 12-1 Non-dwelling Maintenance Bldg</u></b>				<b><u>HA Wide Non-dwelling equipment</u></b>				
	A. Replace exterior doors		3	2,000	B. Computer hardware		LS	4,000	
	B. Replace overhead door		1	1,000	E. Office equipment and furniture		LS	1,000	
	C. Patch, repair and paint interior		LS	2,000	F. Maintenance tools and equipment		LS	3,000	
	D. Upgrade electrical		LS	5,000	<b>Subtotal</b>			<b>8,000</b>	
	E. Resurface and seal parking		250 SF	5,000					
	F. Install safety shower unit		1	1,000					
	G. Replace shop fixtures		LS	3,000					
	<b>Subtotal</b>			<b>19,000</b>					
	<b><u>MO 12-1 Non-dwelling Daycare</u></b>								
	A. Replace roof and flashing		LS	18,000					
	B. Tuck point and seal brick		LS	10,000					
	C. Construct room divider		LS	2,000					
	D. Upgrade HVAC system		LS	3,000					
	E. Patch and paint interior		LS	2,000					
	F. Install floor drain		LS	1,000					
	<b>Subtotal</b>			<b>36,000</b>					
	<b><u>HA Wide Non-dwelling equipment</u></b>								
	A. Replace maintenance truck		1	20,000					
	B. Computer hardware		LS	4,000					
	C. Riding mower		1	9,000					
	D. Copy machine		1	7,000					
	E. Office equipment and furniture		LS	1,000					
F. Maintenance tools and equipment		LS	3,736						
<b>Subtotal</b>			<b>44,736</b>						
Subtotal of Estimated Cost				508,886	Subtotal of Estimated Cost				586,886

Five-Year Action Plan  
**Part III: Supporting Pages**  
**Management Needs Work Statement(s)**  
 Comprehensive Grant Program (CGP)

**U.S. Department of Housing and Urban Development** OMB Approval No. 2577-0157 (Exp. 7/31/98)  
 Office of Public and Indian Housing

Work Statement for Year 1 FFY: <u>00</u>	Work Statement for Year <u>2</u> FFY: <u>01</u>				Work Statement for Year <u>3</u> FFY: <u>02</u>				
	Development Number/Name	General Description	Quantity	Estimated Cost	Development Number/Name	General Description	Quantity	Estimated Cost	
	Major Work Categories				Major Work Categories				
<b>SEE ANNUAL STATEMENT</b>	A.	Administrative Training	LS	3,000	A.	Administrative Training	LS	3,000	
	B.	Computer Training	LS	2,000	B.	Computer Training	LS	2,000	
	C.	Maintenance Training	LS	2,000	C.	Maintenance Training	LS	2,000	
	D.	Resident grounds job training	LS	20,000	D.	Resident grounds job training	LS	20,000	
	E.	Vacancy prep resident job training	LS	18,000	E.	Vacancy prep resident job training	LS	18,000	
	F.	Resident organization	LS	1,000	F.	Resident organization	LS	1,000	
	G.	NCIC and FBI background checks	LS	1,000	G.	NCIC and FBI background checks	LS	1,000	
	H.	Community policing support	LS	4,000	H.	Community policing support	LS	4,000	
	I.	Computer software	LS	2,000	I.	Computer software	LS	2,000	
	J.	Policies and procedures update	LS	2,000	J.	Policies and procedures update	LS	2,000	
	K.	Youth sports activity program	LS	16,000	K.	Youth sports activity program	LS	16,000	
Subtotal of Estimated Cost				71,000	Subtotal of Estimated Cost				71,000

Five-Year Action Plan  
**Part III: Supporting Pages**  
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**U.S. Department of Housing and Urban Development** OMB Approval No. 2577-0157 (Exp. 7/31/98)  
**Office of Public and Indian Housing**

Work Statement for Year 1 FFY: <u>00</u>	Work Statement for Year <u>4</u> FFY: <u>03</u>				Work Statement for Year <u>5</u> FFY: <u>04</u>				
	Development Number/Name	General Description	Quantity	Estimated Cost	Development Number/Name	General Description	Quantity	Estimated Cost	
	Major Work Categories				Major Work Categories				
<b>SEE ANNUAL STATEMENT</b>	A.	Administrative Training	LS	3,000	A.	Administrative Training	LS	3,000	
	B.	Computer Training	LS	2,000	B.	Computer Training	LS	2,000	
	C.	Maintenance Training	LS	2,000	C.	Maintenance Training	LS	2,000	
	D.	Resident grounds job training	LS	20,000	D.	Resident grounds job training	LS	20,000	
	E.	Vacancy prep resident job training	LS	18,000	E.	Vacancy prep resident job training	LS	17,000	
	F.	Resident organization	LS	1,000	F.	NCIC and FBI background checks	LS	1,000	
	G.	NCIC and FBI background checks	LS	1,000	G.	Community policing support	LS	1,000	
	H.	Community policing support	LS	75,000	H.	Computer software	LS	1,000	
	I.	Computer software	LS	3,000	I.	Policies and procedures update	LS	2,000	
	J.	Policies and procedures update	LS	2,000	J.	Youth sports activity program	LS	16,000	
	K.	Youth sports activity program	LS	16,000			LS		
		Subtotal of Estimated Cost			143,000	Subtotal of Estimated Cost			65,000

## **Deconcentration Policy**

It is the policy of the Housing Authority the City of Charleston (PHA) to house families in a manner that will prevent a concentration of poverty families and/or concentration of higher income families in any one development. The specific objective of the PHA is to house no less than 40% of its inventory with families that have income at or below 30% of the area median income by public housing development. Also the PHA will take actions to insure that no individual development has a concentration of higher income families in one or more of the developments. To insure that the PHA does not concentrate families with higher income levels, it is the goal of the PHA not to house more than 60% of its units in any one development with families whose income exceeds 30% of the area median income. The PHA will track the status of family income, by development, on an annual basis by utilizing income reports generated by the PHA.

To accomplish the deconcentration goals the PHA will take the following actions:

- A. At the beginning of each fiscal year, the PHA will establish a goal for housing 40% of its new admissions with families whose incomes are at or below the area median income. The annual goal will be calculated by taking 40% of the total number of move-ins from the previous fiscal year.
- B. To accomplish the goals of:
  1. Housing not less than 40% of its inventory on an annual basis with families that have incomes at or below 30% of area median income, and
  2. Not housing families with incomes that exceed 30% of the area median income in developments that have 60% or more of the total household living the development with incomes that exceed 30% of the area median income, the PHA's Tenant Selection and Assignment Plan, which is a part of this policy, provides for the utilization of local preferences with regards to applicant selection from its waiting list.

# 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 \$61,600**

**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 Public Housing Drug Elimination Program funding for FY 2000 to Charleston Housing Authority will support a comprehensive Security and Prevention-based plan to reduce/eliminate drug related crime and violent crime. A contract with the City will provide two (2) Community Policing Officers assigned to the targeted 12-1, 12-2 and 12-4 Developments, which consist of 236 low-income families, elderly and senior citizens totaling 698 residents. The two officers have the support of other city, county, state and federal law enforcement agencies, including the SEMO Drug Task Force and Operation Weed and Seed. A police sub-station has been established in the targeted area that the PHDEP officers work out of. The CHA will enforce the “One Strike” Policy for residents and applicants.

**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)
MO 12-1	100	314
MO 12-2	110	215
MO 12-4	50	169

**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 X 18 Months\_\_\_\_\_ 24 Months\_\_\_\_\_ Other \_\_\_\_\_**

## G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, 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					
FY 1996					
FY 1997					
FY1998	84,000	MO 36DEP0120198	54,124.95	0	10/30/00
FY 1999	61,583	MO 36DEP0120199	61,583.00	0	12/15/01

## 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 strategy of the CHA FY 2000 Drug Elimination Program funding consist of contracting with the City to continue the assignment of two Community policing officers to targeted CHA developments. The two officers are working out of CHA police sub-station, located in the targeted area. SEMO Weed & Seed will continue to work with the HA, City, Department of Public Safety, SEMO Drug Task Force, the Local and Federal Prosecutors, and HA Residents to weed out the criminals and seed positive programs with the goal of reducing drug and drug-related crime in and around CHA Developments.

CHA will enforce the “One Strike” Policy by evicting tenants that are involved in illegal drug activity and CHA will also screen out applicants for the same.

CHA crime reduction goals are to reduce Part I and Part II crimes by: 2% each six months, or 4% per year, or 20% over five years.

CHA will contract with Susanna Wesley Family Learning Center to conduct a survey annually in the targeted Developments using sample survey published in the Public Housing Drug Elimination Guidebook for new Semi-Annual Performance Reporting System. (Version 1.0)

CHA established a baseline by having the survey conducted during November and December 1999.

The objectives Goals CHA hopes to achieve is an improvement in the scale of Survey answers to the positives range by 2% each year.

## B. PHDEP Budget Summary

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

FY 99 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	61,000
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs Survey	600
<b>TOTAL PHDEP FUNDING</b>	<b>61,600</b>

## C. PHDEP Plan Goals and Activities

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

9110 - Reimbursement of Law Enforcement					Total PHDEP Funding: \$61,000		
Goal(s)	Reduce Part I& Part II crimes 4% annually						
Objectives	Increase Residents safety 2% annually						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. RFP to City			2/01/01	3/15/01			RFP sent
2. Contract			3/15/01	3/31/01			Contract signed
3. Patrol			5/01/01	7/31/02	61,000	0	Reduction in crime by 5%

<b>9190 - Other Program Costs</b>					<b>Total PHDEP Funds: \$600</b>		
Goal(s)	Measure and verify reduction in crime and increase in safety						
Objectives	Report reduction of crime and increase in resident safety						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
Resident Survey							
1. RFP			9/30/01	10/31/01			RFP sent
2. Contract			11/01/01	11/15/01			Contract signed
3. Survey			11/16/01	12/31/01	600	0	Survey completed with at least 70% response

### **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 the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	100%	61,000	100%	61,000
9120				
9130				
9140				
9150				
9160				
9170				
9180				
9190	100%	600	100%	600
<b>TOTAL</b>		\$		\$61,600

### **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.”