

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

---

# Gastonia Housing Authority

## Gastonia, NC

### PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2000

October 1, 2000

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

---

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

## PHA Plan Agency Identification

**PHA Name:** Gastonia Housing Authority

**PHA Number:** NC057

**PHA Fiscal Year Beginning: (mm/yyyy)** 10/2000

### 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 Statement is:

The Gastonia Housing Authority is dedicated to providing this community with quality, affordable housing that is decent, safe, sanitary and in good repair and free from drugs and violent crime. We endeavor to provide livable communities that are made up of a diverse range of economic incomes so that the children of these communities have role models that are visibly striving to make economic gains for their families. We are committed to providing our residents with as many opportunities as possible to become self-sufficient. We shall do all of these things while serving our residents and neighboring citizens with the highest degree of professional courtesy, empathy and respect.

The PHA's Vision Statement is:

To provide quality housing on an interim basis to residents of diverse backgrounds, and provide financial opportunities while minimizing their economic sacrifices. We are committed to provide housing opportunities to allow residents to live in harmony and move toward self-sufficiency. We will do this by providing diverse services that will assist residents to set goals and move their families into a more favorable economic situation.

**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:

GHA intends to request that its jurisdiction be expanded to include Gaston County and to apply for additional rental vouchers in 2002.

Reduce public housing vacancies:

GHA will ascertain reasons for residents moving out of public housing, implement, determine results of resident surveys, implement recommendations from PHDEP study, incorporate working family preferences, institute more home visits, continue NCIC criminal checks and enhance credit checks (March 2000 - June 2001).

Leverage private or other public funds to create additional housing opportunities:

GHA intends to request that its jurisdiction be expanded to include Gaston County and work with the City of Gastonia and Gaston Housing Initiative, a not-for-profit 501(c)(3), to develop a housing strategy for low-income housing (June 2002).

Acquire or build units or developments – see item immediately above.

Other (list below)

PHA Goal: Improve the quality of assisted housing

Objectives:

Improve public housing management: (PHAS score)

GHA will implement steps to reduce Tenant Receivable Outstanding and Occupancy Loss by implementing the following: site-based occupancy specialists (SBOS), enhanced credit reporting, NCIC criminal checks, increased home visits, collection follow up by SBOS (May 2000). Improve waiting list management, upgrade computer system with integrated modules (September 2000).

- Improve voucher management: (SEMAP score)

Improve waiting list management, upgrade computer system with integrated modules (September 2000)

- Increase customer satisfaction:

Implement site-based occupancy specialists, strengthen Resident Councils, continue resident surveys, place suggestion boxes in all communities, assess services available in communities, re-evaluate and develop strategies for providing services (September 2000).

- Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)

Section 8 unit leasing, public housing leasing/occupancy, computer system hardware and occupancy software upgrade, site management, inventory control.

- Renovate or modernize public housing units:

Landscaping and curb appeal will be emphasized using Capital Funds, patch and paint exterior and interiors, replace sanitary sewer lines, site lighting (2000), upgrade electrical, expand community building, appliances, water heaters (2001-2004)

- 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 (all potential landlords contacted by June 2000)
- Increase voucher payment standards (review on annual basis)

- Implement voucher homeownership program (20 participants by December 2001)
- Implement public housing or other homeownership programs (December 2002):
- Implement public housing site-based waiting lists: (Linwood Terrace by October 2000)
- 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:  
 Incomes for three family sites has been analyzed and determined that none of the sites has concentrations of lower- or higher-income families. GHA's average income is \$6,755 with incomes at the sites of \$7,615, \$6,381 and \$6,269. A Project Income Limit Report will be generated each month to track income levels in family developments and steps taken to ensure deconcentration. GHA will pass over applicants on the waiting list as necessary to ensure that a concentration of higher- or lower-income families does not occur.
    - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:  
  
 See item immediately above.
    - Implement public housing security improvements:  
  
 Contract with police, raise tree canopies, install additional site lighting and install fencing by June 2000.
    - Designate developments or buildings for particular resident groups (elderly, persons with disabilities):  
  
 Designate NC57-3, Linwood Terrace as elderly community.
    - 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:  
  
Implement a FSS program by 10/1/2000  
Expand existing community services - hire Community Services Specialist  
Public housing preference is given to working families.
  - Provide or attract supportive services to improve assistance for recipients' employability:  
  
GHA will work directly with DSS and its Work First staff to provide/coordinate supportive services.
  - Provide or attract supportive services to increase independence for the elderly or families with disabilities.  
  
GHA will continue to support and assist the Congregate Meals programs, provide on-going assistance to blind residents and implement transportation services for the elderly (September 2000)
  - 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:  
  
Increased strategies to encourage Section 8 participants to consider the complete housing market. Also, payment standards have been increased to

100% of FMR to open up more of the rental market.

GHA will utilize its application procedure and waiting list to ensure compliance.

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

GHA will utilize procedures to ensure that management and maintenance coordinate in providing housing for persons with disabilities. GHA will provide reasonable accommodations for all applicants and residents.

Those with disabilities will be given priority for units that have been adapted to meet their specific needs.

- 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 Gastonia Housing Authority (GHA) has prepared this PHA Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements. GHA contracted with The Gray Group to perform an evaluation of GHA operations, a citywide market study and a Strategic Plan. Findings and elements of these tasks were used in developing this PHA Plan.

We have adopted the following mission statement to guide the activities of the Gastonia Housing Authority.

The Gastonia Housing Authority is dedicated to providing this community with quality, affordable housing that is decent, safe, sanitary and in good repair and free from drugs and violent crime. We endeavor to provide livable communities that are made up of diverse range of economic incomes so that the children of these communities have role models that are visibly striving to make economic gains for their families. We are committed to providing our residents with as many opportunities as possible to become self-sufficient. We shall do all of these things while serving our residents and neighboring citizens with the highest degree of professional courtesy, empathy and respect.

We have also adopted the following goals and objectives for the next five years.

- (1) Apply for additional rental vouchers

- (2) Reduce public housing vacancies
- (3) Leverage private or other public funds to create additional housing
- (4) Acquire or build affordable housing
- (5) Improve public housing and Section 8 management
- (6) Increase customer satisfaction
- (7) Renovate or modernize public housing
- (8) Increase assisted housing choices by counseling, outreach, increased Payment Standards, implement voucher and public housing homeownership programs
- (9) Provide improved living environments through deconcentration, income mixing, security improvements and modernization of public housing units.
- (10) Promote self-sufficiency and ensure equal opportunity for all residents.

Our Annual Plan is based on the premise that if we accomplish our goals and objectives we will be working towards the achievement of our mission.

The plans, statements, budget summary, policies, etc. set forth in the Annual Plan all lead towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and objectives and are consistent with the Consolidated Plan. Here are just a few highlights of our Annual Plan:

- Housing needs in Gastonia cross all boundaries of low-income families, minorities, non-minorities, elderly and disabled. The Consolidated Plan and this PHA Plan combine to develop short- and long-term goals to address these issues.
- Policies and procedures are in place to address deconcentration, local preferences, the latest eligibility, admissions and occupancy requirements.
- Flat rents have been developed that strikes a balance between market rental values and the need to further self-sufficiency. Payment Standards have been set to encourage Section 8 recipients to look outside the traditionally low-income neighborhoods to reduce concentration of low-income neighborhoods.
- Capital improvements strike a balance between long-term viability, curb appeal and general maintenance to preserve the housing stock and make it more competitive with private market developments in the surrounding areas.
- There is a major commitment to reduce the incidents of drugs and crime and expand resident initiatives, self-sufficiency and community services, both with allocation of staff and funding.

- The Plan has considered the Resident Advisory Board comments, input from staff and residents and the City of Gastonia’s Consolidated Plan.

In summary, we are on course to improve the condition of affordable housing in Gastonia.

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

[24 CFR Part 903.79 (r)]

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

#### **Table of Contents**

	<u>Page #</u>
<b>Annual Plan</b>	
i. Executive Summary	1
ii. Table of Contents	3
1. Housing Needs	6
2. Financial Resources	14
3. Policies on Eligibility, Selection and Admissions	16
4. Rent Determination Policies	25
5. Operations and Management Policies	30
6. Grievance Procedures	32
7. Capital Improvement Needs	33
8. Demolition and Disposition	35
9. Designation of Housing	36
10. Conversions of Public Housing	37
11. Homeownership	38
12. Community Service Programs	40
13. Crime and Safety	43
14. Pets (Inactive for January 1 PHAs)	45
15. Civil Rights Certifications (included with PHA Plan Certifications)	45
16. Audit	45
17. Asset Management	46
18. Other Information	46

#### **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:

- Attachment A - Admissions Policy for Deconcentration –NC057a01
- Attachment B - FY 2000 Capital Fund Program Annual Statement – NC057b01

- 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  
 Attachment C - FY 2000 Capital Fund Program 5 Year Action Plan – NC057c01  
 Attachment D - Public Housing Drug Elimination Program (PHDEP) Plan – NC057d01  
 Attachment E - Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) – NC057e01  
 Other (List below, providing each attachment name)  
 Attachment F – Resident Survey Follow-up Plan – NC057f01

**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>
<b>X</b>	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
<b>X</b>	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
<b>X</b>	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
<b>X</b>	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
<b>X</b>	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
<b>X</b>	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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	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
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
<b>X</b>	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
<b>X</b>	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
<b>X</b>	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

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

[24 CFR Part 903.7 9 (a)]

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

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

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>
-------------------------------------------------------------------------

Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	1651	5	4	5	1	2	4
Income >30% but <=50% of AMI	1372	3	3	5	1	2	4
Income >50% but <80% of AMI	2647	2	2	3	1	2	3
Elderly	1185	4	2	3	3	2	2
Families with Disabilities	851	4	5	4	5	2	2
Black	1582	5	3	5	1	2	5
Hispanic	57	4	4	4	1	2	5
Race/Ethnicity							
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: 2000
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year: 1999
- 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.

### Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance  
 Public Housing  
 Combined Section 8 and Public Housing  
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	306		185
Extremely low income <=30% AMI	271	89	
Very low income (>30% but <=50% AMI)	32	10	
Low income (>50% but <80% AMI)	3	1	
Families with children	179	58	
Elderly families	28	9	
Families with Disabilities	82	27	
Black	170	56	
Indian	2	1	
Asian	2	1	
Hispanic	5	2	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	126	41	48
2 BR	129	42	55
3 BR	48	16	62
4 BR	3	1	18
5 BR	0	0	2
5+ BR	0	0	0

### Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance
- Public Housing
- Combined Section 8 and Public Housing
- Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	808		185
Extremely low income <=30% AMI	745	92	
Very low income (>30% but <=50% AMI)	59	7	
Low income (>50% but <80% AMI)	4	1	
Families with children	543	67	
Elderly families	37	5	
Families with Disabilities	101	13	
Black	459	57	
Indian	1	0.1	
Asian	2	0.2	
Hispanic	11	1	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

### Housing Needs of Families on the Waiting List

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

If yes:

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

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

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

### C. Strategy for Addressing Needs

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

GHA will strive to maximize lease-up rates in both public housing and Section 8. The lease-up rate for public housing is currently 97 percent and for Section 8 is leased up to 91 percent of budget authority. GHA will improve the admissions, verification and leasing procedures for both public housing and Section 8. For Section 8, outreach to landlords will be improved. GHA has adopted site-based occupancy specialists and improved screening procedures to address high turnover. This should maximize occupancy of public housing units. GHA will begin to adopt strategies for housing production using private/public funds and will apply for vouchers if made available. GHA will also request that its jurisdiction be expanded to all of Gaston County. These strategies are two-fold: maximize current resources and address the need for additional affordable housing units.

#### (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

Enhance application/verification pool, occupancy specialists on-site, and improve communication between management and maintenance.

Reduce turnover time for vacated public housing units – see item above

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 –

This will be monitored on a continuous basis and given a detailed review at least annually.

- 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 –

Meetings will continue with the Section 8 Landlord Association, outreach to other landlords will continue.

- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program

Offer computerized credit and criminal reporting assistance to landlords

- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

GHA will contact the Community Development Division to request a more active participation in the Consolidated Plan development process (annually)

- 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 (as announced by HUD, etc.).

- Leverage affordable housing resources in the community through the creation of mixed - finance housing

GHA will partner with the Gaston Housing Initiative, a not-for-profit 501©(3) to create a development/rehab plan for additional housing production (October 2004).

- Pursue housing resources other than public housing or Section 8 tenant-based assistance.

See item above

- 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

Applicants receive 1 preference point for rent burden.

- Adopt rent policies to support and encourage work

GHA will eliminate its interim rent change requirements for public housing and Section 8 and continually study its flat rent structure in an attempt to develop on-going efforts to support and encourage work. GHA will study the issue of incentives to further this issue (October 2000).

- 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 – preferences have been set to target applicants who are working families.

- Adopt rent policies to support and encourage work

GHA will eliminate its interim rent change requirements for public housing and Section 8 and continually study its flat rent structure in an attempt to develop on-going efforts to support and encourage work. GHA will study the issue of incentives to further this issue (October 2000).

GHA has implemented 1998 Act requirements for income disregards and has coordinated with DSS to ensure compliance.

- 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.

Linwood Terrace, NC57-3 (100 units) will be designated as elderly only.

- 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	\$ 844,969	
b) Public Housing Capital Fund	701,715	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	5,357,730	
f) Annual Contributions for Section 8 Mod Rehab Assistance	489,360	
g) Public Housing Drug Elimination Program (including any Technical Assistance funds)	91,689	
h) Resident Opportunity and Self-Sufficiency Grants		
i) Community Development Block Grant		
j) HOME		
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
FY-1999 CGP	156,622	Modernization of public housing units
<b>3. Public Housing Dwelling Rental Income</b>	684,970	Public housing operations

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>4. Other income</b> (list below)		
PH and Section 8 combined other income	30,200	Public housing operations
Interest income	59,120	
<b>4. Non-federal sources</b> (list below)		
<b>Total resources</b>	<b>\$ 8,416,375</b>	

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

[24 CFR Part 903.7 9 (c)]

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

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

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

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

- When families are within a certain number of being offered a unit: (state number) – a 30 – 40 applicant pool will be maintained.
- 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) – credit report

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 – NC57-3 only
- 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? 1

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? 1

3.  Yes  No: May families be on more than one list simultaneously  
If yes, how many lists? 2

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

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) – government action only
- Victims of domestic violence – safety of applicant is in question and appropriate agency confirms applicant’s situation.
- Substandard housing
- Homelessness – same preference as substandard housing
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

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

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

Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence – occurrence basis and will preclude any other preferences
- 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)

The GHA Board of Commissions adopted a policy on June 14, 1999 formalizing GHA’s past policy of deconcentration in all developments.

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?

Although deconcentration was already achieved, GHA has adopted an Admissions Policy for Deconcentration to ensure continued compliance.

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:

Depending on circumstances. If the applicant can show that he/she has been actively seeking housing or has an unusual circumstance(s) that prevented searching for housing, i.e., illness, injury, family emergency, etc.

**(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) – government action only
- 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)
- 1 Victims of domestic violence – occurrence basis and will preclude any other preferences
- 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? GHA has developed policies/procedures to comply with non-discretionary requirements.

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

Incorporated into the Admissions and Continued Occupancy Policy

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

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

Yes for all developments

- Yes but only for some developments
- No

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

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

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

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

f. Rent re-determinations:

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

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- Other (list below) – Any time family experiences an income decrease

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) formal market study and rent comparability (form HUD-922273) study conducted by market analyst.

## **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 – PS set as required for different census tracts in the city.
- 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 as of October 1, 1999
- To increase housing options for families
- Other (list below)

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

- Annually
- Other (list below)

Payment standards will be reassessed when a need or discrepancy in payment standard versus market conditions is identified.

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)

Market conditions will be the primary consideration. New properties are becoming available and market rents are increasing in Gastonia. GHA will reassess the payment standard in October 2000 for implementation of changes to take effect December 1, 2000.

## **(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**

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:

The GHA Board of Commissioners consists of five (5) members with a Chair and Vice-Chairman that make policy and review operations on a monthly meeting basis.

The Executive Director is responsible for supervision of agency, day-to-day activities and for implementing and enforcing policy adopted by the Board of Commissioners.

There are four (4) department directors (Finance Manager, Section 8 Supervisor, Housing Services Supervisor and Maintenance Director) that are responsible for supervision, policy recommendations, compliance with laws and regulations and oversight of day-to-day operations. The Finance Manager supervises the Accounting Technician and is responsible for budgets, payroll, accounting, insurance, leave, etc.. The Section 8 Supervisor supervises three Section 8 Occupancy Specialists, one Section 8 Inspector and one Admissions Specialist. The Housing Services Specialist supervises, two Housing Services Specialists and one Community Services Coordinator. The Maintenance Director supervises the Administrative Assistance, Maintenance Mechanics/Laborers and Force Account crew.

**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	388	139
Section 8 Vouchers	976	144
Section 8 Certificates		
Section 8 Mod Rehab	82	26
Special Purpose Section 8 Certificates/Vouchers		

(list individually)		
Public Housing Drug Elimination Program (PHDEP)	105	37
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)

- Admissions and Continued Occupancy Policy
- Disposition Policy
- Grievance Procedure Policy
- One Strike and You’re Out Policy
- Pet Policy
- Rent Collection Policy
- Resident Initiatives Policy
- Procurement Policy
- Statement of Policy Governing Capitalization of Fixed Assets
- Statement of Policy Governing Depreciation of Fixed Assets
- Maintenance Policy
- Facilities Use Policy
- Pest Control Policy
- Check Signing Authorization Policy
- Funds Transfer Policy
- Equal Housing Opportunity Policy

(2) Section 8 Management: (list below)

- Administrative Plan for the Section 8 Certificate and Voucher Programs
- Check Signing Authorization Policy
- Funds Transfer Policy

## **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 - FY2000 Capital Fund Program Annual Statement – NC057b01

-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 C Capital Fund 5-Year Plan – NC057c01

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

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

[24 CFR Part 903.7 9 (i)]

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

1.  Yes  No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will

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

**2. Activity Description**

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

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	Linwood Terrace
1b. Development (project) number:	NC57-3
2. Designation type:	Occupancy by only the elderly <input checked="" 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 checked="" type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	<u>09/01/2000</u>
5. If approved, will this designation constitute a (select one)	<input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected:	100
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" 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: )	

- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

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

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

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

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

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

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

2. Activity Description

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

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

## B. Section 8 Tenant Based Assistance

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

### 2. Program Description:

#### a. Size of Program

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

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

- 25 or fewer participants

- 26 - 50 participants
- 51 to 100 participants
- more than 100 participants

b. PHA-established eligibility criteria

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

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

[24 CFR Part 903.7 9 (l)]

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

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

1. Cooperative agreements:

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

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

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

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

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

#### **(1) General**

a. Self-Sufficiency Policies

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

- Public housing rent determination policies
- 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. )

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)

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

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

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

**C. Welfare Benefit Reductions**

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

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

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

See Attachment G. PHA Plan, Community Services Requirement, Gastonia Housing Authority, October 1, 2000 – NC057g01

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

[24 CFR Part 903.7 9 (m)]

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes  No: This PHDEP Plan is Attachment D – NC057d01

**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 E - NC057e01  
 Provided below:
  
3. In what manner did the PHA address those comments? (select all that apply)  
 Considered comments, but determined that no changes to the PHA Plan were necessary.  
 The PHA changed portions of the PHA Plan in response to comments  
List changes below:  
 Other: (list below)

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

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

GHA will not have a vacancy on its Board of Commissioners until June 30, 2002. At that time, a resident commissioner will be appointed by the Mayor of Gastonia.

### 3. Description of Resident Election Process

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

- Candidates were nominated by resident and assisted family organizations

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

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

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

1. Consolidated Plan jurisdiction: (provide name here) City of Gastonia
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. Specifically on the Continuum of Care component.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

The stated Basic Goals in the City of Gastonia's Consolidated Plan include:

- (1) Provide decent housing – assist homeless persons to obtain appropriate housing, assist those threatened with homelessness, retain affordable housing stock, permanent housing affordable to low-income residents without

discrimination, increase supply of supportive housing for persons with special needs.

GHA has agreed to participate in the City's Continuum of Care program if funding is obtained. GHA would provide a preference to house participants after they successfully complete the counseling and employment portion of the program.

GHA will attempt to increase its number of available units by minimizing units off-line, reduce turnaround time for public housing units, increase Section 8 lease-up rates and apply for Section 8 vouchers if made available.

GHA will begin the development of a Section 8 Homeownership Plan in FY-2000 to provide homeownership opportunities to low-income families. GHA will increase its Payment Standard to assist families in finding housing outside traditionally low-income neighborhoods in Gastonia.

GHI will research the best options for the newly acquired property adjacent to the Mt. View community. The option of developing this property for elderly or persons with other special needs will be considered.

- (2) Provide a suitable living environment – improve safety and livability of neighborhoods, increase access to quality facilities and services, reduce isolation of low-income groups within an area through deconcentration of housing opportunities and revitalization of deteriorating neighborhoods, restore and preserve properties of special value for historic, architectural or aesthetic reasons, conserve energy resources.

GHA is utilizing CGP, Capital Fund and PHDEP funds to improve safety and livability of its units. Please see Attachment F for a narrative of actions to be taken in response to safety and neighborhood appearance.

GHA plans to implement a transportation plan for its elderly residents at Linwood Terrace. All developments have city bus service and GHA works with a variety of agencies to bring information on services and facilities to its residents.

Although GHA has been in compliance with deconcentration at all development, it will adopt more detailed policies on deconcentration to ensure that this practice is continued. A module has already been developed by our computer programmer, at GHA's request, that generates a report to indicate ratios of family incomes in each development. This will be reviewed

on a continuous basis to prevent concentrations of extremely-low, very-low and low-income families in any one development.

GHA will continue its efficient and well supervised modernization of properties using the Capital and Operating Funds.

- (3) Expand economic opportunity – create jobs for low-income persons, empower low-income persons to achieve self-sufficiency to reduce generations of poverty in federally assisted public housing.

GHA has as a stated goal the implementation of a family self-sufficiency program for FY-2000. In addition, the Community Services Specialist position has been filled and this employee will dedicate 100 percent of her time to resident initiatives and planning for all community services and oversight of the family self-sufficiency program.

Other: (list below)

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

1. The City of Gastonia has committed to include GHA in its Continuum of Care program if established.
2. The Consolidated Plan contains language that the City recognizes our CGP Annual and 5-Year CGP Plans. It goes on to state that the “City fully supports the GHA in their five-year planning process and their plan is incorporated into this document [Consolidated Plan] by reference. GHA fully expects the City to provide the same level of support for this PHA Plan.

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

Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners.

## **Attachments**

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

PHA Plan, Community Services Requirement, Gastonia Housing Authority, October 1, 2000  
– NC057g01

## PHA Plan Table Library

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

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

Capital Fund Grant Number      FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	

18	1498	Mod Used for Development	
19	1502	Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>		
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Compliance		
23	Amount of line 20 Related to Security		
24	Amount of line 20 Related to Energy Conservation Measures		

**Annual Statement**

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

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

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

## Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

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



**THE  
GASTONIA HOUSING  
AUTHORITY**

**DECONCENTRATION POLICY  
May 2000**

## **ADMISSIONS POLICY FOR DECONCENTRATION**

### **PURPOSE**

The purpose of this policy is to ensure acceptable deconcentration and income mixing of developments occupied predominately by families with children. It is intended to complement the Deconcentration of Poverty and Income Mixing language found in GHA's Admissions and Occupancy Policy.

### **BACKGROUND**

The Board of Commissioners formally adopted a revision to the Admissions and Occupancy Policy on June 14, 1999 pertaining to deconcentration and income mixing of all developments. This action formalized GHA's long-standing policy of not concentrating higher- or lower-income households in any one development. This policy provides additional guidance to staff in the continued implementation of deconcentration and income mixing.

### **STATEMENT ON DECONCENTRATION AND INCOME MIXING**

It is the policy of the Gastonia Housing Authority to promote and encourage deconcentration and income mixing in all developments. Further, the Gastonia Housing Authority has in the past adhered to the policy of deconcentration and mixed incomes developments and is committed to continuing this policy in the future.

### **DEFINITIONS**

Deconcentration of poverty – the process of selecting families for admission to developments occupied predominately by families with children to prevent the concentration of lower-income or higher income households in any specific development.

Income-mixing – the process of selecting families to ensure that a mix of households with a full range of incomes is housed in any specific development.

Development – For the purposes of this policy, development means any development occupied predominately by families with children.

Adopted by the GHA Board of Commissioners on May 1, 2000

Revision 0: May 1, 2000

c:\pha plans\greensboro\nc057a01.doc

Page 1

Average authority-wide household income – Housing authority-wide average income of all households in all developments. Total of household incomes divided by total number of households in all developments.

Average household income - Average income of all households in any specific development. Total of household incomes divided by total number of households in that development.

Higher-income development – Development with an average family income over the average GHA household income.

Lower-income development - Development with an average family income below the average GHA household income.

## **PROCEDURES**

GHA has established a working family preference for public housing. Staff will monitor the admissions of families on an ongoing basis to prevent the concentration of higher- or lower-income families in any development.

The average authority-wide household income and average household incomes for all developments will be reviewed biannually. A determination will be made as to the existence of higher- or lower-income developments and addressed accordingly.

If the biannual review of household incomes indicates that there has been a significant change in the income characteristics of a particular development, GHA will evaluate the changes to determine whether the development needs to be redesignated as a higher- or lower-income development or whether deconcentration goals have been met and development needs no particular designation. The following actions may be taken to meet deconcentration and/or income mixing requirements:

- Skipping over certain families on the waiting list based on income;
- Taking appropriate affirmative marketing actions;
- Reviewing procedures to determine if additional applicant consultation and dissemination of information is required; and/or
- Providing additional supportive services and amenities.

**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>Gastonia Housing Authority</b>	Comp Grant Number <b>NC19P057708</b>	FFY of Grant Approval <b>2000</b>
----------------------------------------------	-----------------------------------------	--------------------------------------

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	140,343			
3	1408 Management Improvements	75,305			
4	1410 Administration	41,353			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees & Cost	36,500			
8	1440 Site Acquisition				
9	1450 Site Improvement	217,975			
10	1460 Dwelling Structures	142,339			
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Nondwelling Structures	14,700			
13	1475 Nondwelling Equipment	33,200			
14	1485 Demolition				
15	1490 Replacement Reserves				
16	1495.1 Relocation Costs				
17	1498 Mod Used for Development				
18	1502 Contingency (may not exceed 8% of line 19)				
19	<b>Amount of Annual Grant (Sum of lines 2-18)</b>	701,715			
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	10,000			
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>
------------------------------------------------------	---------------------------------------------------------------------------------------------------

**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><u>HA-Wide</u></b>	A. General Operations <b>Subtotal</b>	1406	100%	140,343 <b>140,343</b>				
<b><u>HA-Wide Management Improvements</u></b>	A. Computer software upgrade B. Administrative Training C. Maintenance Skills Training D. Resident Initiatives Program <b>Subtotal</b>	1408 1408 1408 1408	20% 3 3 100%	20,000 5,000 8,000 42,305 <b>75,305</b>				
<b><u>HA-Wide Administrative C</u></b>	A. Partial Funding for GHA staff involved in Capital Grant program  <b>Subtotal</b>	1410	LS	41,353  <b>41,353</b>				
<b><u>HA-Wide Fees &amp; Cost</u></b>	A. Consultant fees for CFP B. Lightings study C. Landscape study D. A/E Fees <b>Subtotal</b>	1430 1430 1430 1430	100% 100% 100% 100%	5,000 6,500 5,000 20,000 <b>36,500</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 Administrator and Date				

**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 HA Wide Activities	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>NC 57-1A Cameron Courts</b>	A. Install fencing	1450	500 LF	18,000				
	B. Install playground equipment	1450	LS	12,000				
	C. Landscape improvements	1450	LS	10,000				
	D. Sidewalk replacement	1450	LS	14,500				
	<b>Subtotal</b>				<b>54,500</b>			
<b>NC 57-1B Weldon Heights</b>	A. Landscape improvements	1450	LS	20,000				
	B. Install playground equipment	1450	LS	24,000				
	C. Replace sanitary lines	1450	3000	55,475				
	D. Paint and patch interiors	1460	123	49,200				
	<b>Subtotal</b>				<b>148,675</b>			
<b>NC 57-1C Mountain View</b>	A. Landscape improvements	1450	LS	20,000				
	B. Install playground equipment	1450	LS	24,000				
	C. Electrical upgrade/heat pumps	1460	LS	53,139				
	<b>Subtotal</b>				<b>97,139</b>			
<b>NC 57-3 Linwood Terrace</b>	A. Landscape improvements	1450	LS	20,000				
	B. Patch/paint interiors	1460	LS	40,000				
	<b>Subtotal</b>				<b>60,000</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 Administrator and				

**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 HA Wide Activities	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 Non-dwelling Structures</b>	A. Upgrade security for office lobby entrance	1470	LS	10,000				
	B. Reseal and stripe parking lot at o	1470	LS	4,700				
	<b>Subtotal</b>			<b>14,700</b>				
<b>HA Wide Non-dwelling Equipment</b>	A. Upgrade computer hardware	1475	LS	5,000				
	B. Replace maintenance vehicle	1475	LS	20,000				
	C. Purchase mower, table saw, sewer laser machine and other maintenance equipment	1475	LS	8,200				
	<b>Subtotal</b>			<b>33,200</b>				
<b>Grand Total</b>								
				<b>701,715</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 Administrator and

**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 Number/Name IA Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
<b><u>NC 57-1A</u></b> <b>Cameron Courts</b>	09/30/2002			09/30/2003			
<b><u>NC 57-1B</u></b> <b>Weldo Heights</b>	09/30/2002			09/30/2003			
<b><u>NC 57-1C</u></b> <b>Mountain View</b>	09/30/2002			09/30/2003			
<b><u>NC 57-3</u></b> <b>Linwood Terrace</b>	09/30/2002			09/30/2003			
<b><u>HA-Wide</u></b>	09/30/2002			09/30/2003			
<p>(1) To be completed for the Performance &amp; Evaluation Report or a Revised Annual Statement      (2) To be completed for the Performance &amp; Evaluation Report</p>							
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>Gastonia Housing Authority</b>		Locality (City/County & State) <b>Gastonia/Gaston/North Carolina</b>				<input checked="" type="checkbox"/> Original <input type="checkbox"/> 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>NC 57-1A Cameron Courts</b>	<b>SEE ANNUAL STATEMENT</b>	55,000	55,000	84,270	133,867	
<b>NC 57-1B Weldon Heights</b>		10,770	5,000		178,770	
<b>NC 57-1C Mountain View</b>		372,182	394,182	354,682	156,315	
<b>NC 57-3 Linwood Terrace</b>		5,000	14,770			
<b>HA-Wide</b>		26,000		26,000		
<b>B. Physical Improvements Subtotal</b>			468,952	468,952	464,952	468,952
<b>C. Management Improvements</b>			72,305	72,305	72,305	72,305
<b>Equipment</b>						
<b>E. Administration</b>			41,153	41,153	41,153	41,153
<b>F. Other</b>			37,000	37,000	41,000	37,000
<b>G. Operations</b>		82,305	82,305	82,305	82,305	
<b>H. Demolition</b>						
<b>I. Replacement Reserves</b>						
<b>J. Mod Used for Development</b>						
<b>K. Total CGP Funds</b>		701,715	701,715	701,715	701,715	
<b>L. Total Non-CGP Funds</b>						
<b>M. Grand Total</b>		701,715	701,715	701,715	701,715	
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: 00	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 Major Work Categories	General Description	Quantity	Estimated Cost	Development Number/Name Major Work Categories	General Description	Quantity	Estimated Cost
SEE  ANNUAL STATEMENT	<b><u>NC 57-1A Cameron Courts</u></b>				<b><u>NC 57-1A Cameron Courts</u></b>			
	A. Landscaping		20%	10,000	A. Repair & replace tiles on 2nd story 3 Bldg		12 units	40,000
	B. Replace screen doors		68 units	40,000	B. Replace A/C in Community bldg.		LS	10,000
	C. Waterproof basement in Community Bldg		LS	5,000	C. Landscaping		10%	5,000
	<b>subtotal</b>			<b>55,000</b>	<b>subtotal</b>			<b>55,000</b>
	<b><u>NC 57-1B Weldon Heights</u></b>				<b><u>NC 57-1B Weldon Heights</u></b>			
	A. Landscaping		10%	5,000	A. Landscaping		10%	5,000
	B. Replace sanitary lines		LS	5,770	<b>subtotal</b>			<b>5,000</b>
	<b>subtotal</b>			<b>10,770</b>				
	<b><u>NC 57-1C Mountain View</u></b>				<b><u>NC 57-1C Mountain View</u></b>			
	A. Landscaping		22%	12,000	A. Upgrade electrical systems		66 units	99,000
	B. Replace sanitary lines		3500 LF	70,000	B. Landscaping		10%	5,000
	C. Heat pumps		29 units	290,182	C. Heat pumps		29 units	290,182
	<b>subtotal</b>			<b>372,182</b>	<b>subtotal</b>			<b>394,182</b>
<b><u>NC 57-3 Linwood Terrace</u></b>				<b><u>NC 57-3 Linwood Terrace</u></b>				
A. Landscaping		10%	5,000	A. Landscaping		10%	5,000	
<b>subtotal</b>			<b>5,000</b>	B. Replace HVAC in Community bldg.		3 EA	9,770	
				<b>subtotal</b>			<b>14,770</b>	
<b><u>HA-Wide</u></b>								
A. Replace appliances		20 pair	20,000					
B. Replace DHW heaters		20 EA	6,000					
<b>subtotal</b>			<b>26,000</b>					
	Subtotal of Estimated Cost		468,952	Subtotal of Estimated Cost		468,952		

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>NC 57-1A Cameron Courts</u></b>				<b><u>NC 57-1A Cameron Courts</u></b>			
		A. Upgrade electrical systems	68 units	84,270		A. Heat pumps	123 units	133,867
		<b>subtotal</b>		<b>84,270</b>		<b>subtotal</b>	13 units	<b>133,867</b>
	<b><u>NC 57-1C Mountain View</u></b>				<b><u>NC 57-1B Weldon Heights</u></b>			
		A. Upgrade electrical systems	43 units	64,500		A. Upgrade electrical systems	123 units	178,770
		B. Heat pumps	29 units	290,182		<b>subtotal</b>		<b>178,770</b>
		<b>subtotal</b>		<b>354,682</b>	<b><u>NC 57-1C Mountain View</u></b>			
						A. Heat pumps	16 units	156,315
		<b>subtotal</b>		<b>26,000</b>		<b>subtotal</b>		<b>156,315</b>
		<b><u>HA Wide</u></b>						
	A. Replace appliances	20 pair	20,000					
	B. Replace DHW heaters	20 EA	6,000					
	<b>subtotal</b>		<b>26,000</b>					
	Subtotal of Estimated Cost			464,952	Subtotal of Estimated Cost			290,182

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				
SEE  ANNUAL  STATEMENT	<b><u>HA-Wide Management Improvements</u></b>				<b><u>HA-Wide Management Improvements</u></b>				
		A. Computer software upgrade	20%	20,000		A. Computer software upgrade	20%	20,000	
		B. Administrative Training	3	5,000		B. Administrative Training	3	5,000	
		C. Maintenance Skills Training	3	5,000		C. Maintenance Skills Training	3	5,000	
		D. Resident Initiatives Program	100%	42,305		D. Resident Initiatives Program	100%	42,305	
		<b>Subtotal</b>		<b>72,305</b>		<b>Subtotal</b>		<b>72,305</b>	
		<b><u>HA-Wide Administrative Costs</u></b>				<b><u>HA-Wide Administrative Costs</u></b>			
		A. GHA staff involved in Capital Grant pro	LS	41,153		A. GHA staff involved in Capital Grant p	LS	41,153	
		<b>Subtotal</b>		<b>41,153</b>		<b>Subtotal</b>		<b>41,153</b>	
		<b><u>HA-Wide Fees &amp; Costs</u></b>				<b><u>HA-Wide Fees &amp; Costs</u></b>			
		A. A/E Design	100%	32,000		A. A/E Design	100%	32,000	
		B. Consultant Fees	100%	5,000		B. Consultant Fees	100%	5,000	
			<b>37,000</b>				<b>37,000</b>		
	Subtotal of Estimated Cost			150,458	Subtotal of Estimated Cost			150,458	

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: 00	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 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><u>HA-Wide Management Improvements</u></b>				<b><u>HA-Wide Management Improvements</u></b>			
		A. Computer software upgrade	20%	20,000		A. Computer software upgrade	20%	20,000
		B. Administrative Training	3	5,000		B. Administrative Training	3	5,000
		C. Maintenance Skills Training	3	5,000		C. Maintenance Skills Training	3	5,000
		D. Resident Initiatives Program	100%	42,305		D. Resident Initiatives Program	100%	42,305
		<b>Subtotal</b>		<b>72,305</b>		<b>Subtotal</b>		<b>72,305</b>
	<b><u>HA-Wide Administrative Costs</u></b>				<b><u>HA-Wide Administrative Costs</u></b>			
		A. GHA staff involved in Capital Grant p	LS	41,153		A. GHA staff involved in Capital Grant p	LS	41,153
		<b>Subtotal</b>		<b>41,153</b>		<b>Subtotal</b>		<b>41,153</b>
	<b><u>HA-Wide Fees &amp; Costs</u></b>				<b><u>HA-Wide Fees &amp; Costs</u></b>			
	A. A/E Design	100%	32,000		A. A/E Design	100%	32,000	
	B. Consultant Fees	100%	9,000		B. Consultant Fees	100%	5,000	
			<b>41,000</b>				<b>37,000</b>	
	Subtotal of Estimated Cost			154,458	Subtotal of Estimated Cost			150,458

# 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 \$ 91,689**

**B.**

**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 goal of our proposed DEG program is to provide continuing police presence in all developments and to reduce crime and drug activities. This proposal is to serve adults and youth through programs such as Boy and Girl Scouts, an after school program, counseling, job skills, parenting, stress management, and budgeting. These components will improve social behavior, improve parental attitude and involvement, while reducing crime and drugs in the GHA communities.

**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)
Weldon Heights	122	329
Mountain View	108	368
Cameron Courts	68	153
Linwood Terrace	100	107

**F. Duration of Program**

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

**6 Months\_\_\_\_\_ 12 Months\_\_\_\_\_ 18 Months\_\_\_\_\_ 24 Months\_\_x\_\_ Other\_\_\_\_\_**

NC057d01

## 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	N/A				
FY 1996	N/A				
FY 1997	N/A				
FY 1998	\$120,000	NC19DEP0570198	\$0.00	GE	6/10/2000
FY 1999	\$87,976	NC19DEP0570199	\$0.00		12/17/2000

## 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 following agencies will partner with GHA in the implementation of its 2000 PHDEP. The Gastonia Police, Success, Inc., Boys and Girl Scouts, Choices Unlimited, North Carolina Cooperative Extension, Resident Organizations, Salvation Army Boys & Girls Club, Support Our Students, and the independent evaluator. These services include additional police presence on sites, after school intervention, the promotion of leadership, and public service, self-sufficiency and job readiness skills. In addition, the evaluator will measure the incidence of drug related crime, resident participation in programs to reduce drug use, and program effectiveness. These programs will be coordinated and expanded through the continuing services of a PHDEP Drug Elimination Coordinator.

### B. PHDEP Budget Summary

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

FY 2000 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	\$35,000
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	\$46,689
9170 - Drug Intervention	\$4,000
9180 - Drug Treatment	
9190 - Other Program Costs	\$6,000
<b>TOTAL PHDEP FUNDING</b>	<b>\$91,689</b>



## 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.

<b>9110 – Reimbursement of Law Enforcement</b>					<b>Total PHDEP Funding: \$35,000</b>		
Goal(s)	1. To provide additional police service to reduce drugs, drug trafficking and other criminal activities. 2. To develop a working relationship between the residents, the authority and the city police.						
Objectives	1. To increase police presence in order to deter criminal and drug activities in all four of the GHA communities. 2. To promote educational activities concerning drugs, safety, and prevention for residents.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Patrol Communities			1/1/01	1/1/03	\$35,000	-0-	Police Crime Reports
2. Crime Stats Liaison o			1/1/01	1/1/03	-0-	-0-	Resident Perceptions
3. Educational Workshops			1/1/01	1/1/03	-0-	-0-	Resident Participation
4. Kids Club			1/1/01	1/1/03	-0-	-0-	Evaluator

<b>9120 - Security Personnel</b>					<b>Total PHDEP Funding: \$0</b>		
Goal(s)	NONE						
Objectives	NONE						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators

<b>9130 – Employment of Investigators</b>					<b>Total PHDEP Funding: \$0</b>		
Goal(s)	NONE						
Objectives	NONE						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							

<b>9140 - Voluntary Tenant Patrol</b>					<b>Total PHDEP Funding: \$0</b>		
Goal(s)	NONE						
Objectives	NONE						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							

<b>9150 - Physical Improvements</b>					<b>Total PHDEP Funding: \$0</b>		
Goal(s)	NONE						
Objectives	NONE						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							

<b>9160 - Drug Prevention</b>					<b>Total PHDEP Funding: \$46,689</b>		
Goal(s)	1. To develop positive character traits, improve social behavior, promote self confidence and to encourage contact with positive youth peers, while providing job readiness and parenting skills. .						
Objectives	1. To promote drug education, resistance skills, leadership, and increase community awareness and services through proposed programs. 2. To enhance job skills and job placement and improve parenting skills						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Boy Scouts	40	Males (10-14)	1/1/01	1/1/03	\$12,000	-0-	Participation
2. Girls Scouts	40	Female (10-14)	1/1/01	1/1/03	\$6,189	-0-	Pre and Post Test
3. Kids Club	15	Youth (3-12)	1/1/01	1/1/03	\$3,000	-0-	Provider Assessment
4. Parenting Program	25	Adults	1/1/01	1/1/03	\$2,000	-0-	Surveys
5. Choices Unlimited	25	Adults	1/1/01	1/1/03	\$3,500	-0-	Evaluator
6. DEG Coordinator		Youth/Adult	1/1/01	1/1/03	\$20,000	-0-	Coordination/Evaluations
7. Support Our Students	50	Youth (10-14)	1/1/01	1/1/03	-0-	-0-	
8. Salvation Army Boys	50	Youth (10-14)	1/1/01	1/1/03	-0-	-0-	

<b>9170 - Drug Intervention</b>					<b>Total PHDEP Funding: \$4,000</b>		
Goal(s)	1. To provide after school intervention for high-risk children						
Objectives	1. To improve social skills by increasing the number of positive, social, educational and recreational outlets. 2. To improve academic performance through tutoring and contact with positive role models.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Success, Inc.	10	At risk youth	1/1/01	1/1/03	\$4,000	-0-	Provider Assessment Pre and Post Test Participation Evaluator

<b>9180 - Drug Treatment</b>					<b>Total PHDEP Funding:</b>		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators

<b>9190 - Other Program Costs</b>					<b>Total PHDEP Funds: \$6,000</b>		
Goal(s)	1. To provide a comprehensive assessment of the quality and effectiveness of programs to identify the needs for continuation, modification and/or elimination of programs that are to reduce crime and drug activities.						
Objectives	1. To collect and analyze data of program outcomes to determine program needs and client satisfaction. 2. Monitor activities and provide feedback to promote compliance and progress.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Monitor Program			1/1/01	1/1/03	\$3,000	-0-	Reports
2. Collect Data			1/1/01	1/1/03	-0-	-0-	Evaluations
3. Analyze Data			1/1/01	1/1/03	-0-	-0-	Assessments

4. Assess Program			1/1/01	1/1/03	-0-	-0-	Evaluator
5. Provide Feedback			1/1/01	1/1/03	\$3,000	-0-	

### **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.

<b>Budget Line Item #</b>	<b>25% Expenditure of Total Grant Funds By Activity #</b>	<b>Total PHDEP Funding Expended (sum of the activities)</b>	<b>50% Obligation of Total Grant Funds by Activity #</b>	<b>Total PHDEP Funding Obligated (sum of the activities)</b>
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110	Activity 1	\$8,750	Activity 1	\$17,500
9120				
9130				
9140				
9150				
9160	Activity 1,2,5,6	\$25,833	Activity 1,2,3,4,5,6	\$23,345
9170				
9180	Activity 1	\$2,000	Activity 1	\$2,000
9190	Activity 1	\$3,000	Activity 1	\$3,000
<b>TOTAL</b>		\$39,583		\$45,845

### **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.”



**RESIDENT ADVISORY BOARD  
COMMENTS IN SUPPORT OF FY-2000 PHA PLAN**

---

The Gastonia Housing Authority has engaged in the following process of seeking comments from the residents on the Resident Advisory Board (RAB) concerning our PHA Plan.

**October 7, 1999**

The GHA held an official meeting with selected residents asking them to become members of the Resident Advisory Board (RAB) and providing an explanation of the required PHA Plan and the need for resident input into this plan.

The members of the RAB were informed of their expected roles as they assist the GHA in the development of the PHA Plan. They were made aware of how important it is for them to be a part of this RAB and how vital their input is needed. The Executive Director emphasized that this process is new to all Authorities and that all were learning from it. A handout was distributed to all in attendance defining the PHA Plan. Emphasis was placed on the importance of resident involvement and the development of strategies for recruiting residents to attend GHA sponsored activities.

Discussion was made concerning safety and security issues on the site. GHA staff stressed the fact that residents must get involved in not only sharing information about certain instances that occur at their sites, but to be active participants in on-site activities.

**April 6, 2000**

The GHA held its second meeting with residents who indicated an interest in becoming members of the RAB. It was at this meeting that members were provided a template of the PHA Plan and the authority's Strategic Plan, and the role of the RAB. The RAB were given a review of all the provided handouts. The members were asked to review it, share it with other residents and to provide comments concerning goals and objectives they would like included in the agency plan at the next scheduled meeting.

**April 11, 2000**

The GHA held its third meeting with the Resident Advisory Board seeking their responses concerning the Agency Plan. It was at this meeting that members, both representatives from Public Housing and Section 8 provided the following comments.

- RAB members were concerned about the large number of unauthorized persons (not on lease) living in Section 8 housing.
- RAB members would like something done to enforce the lease.
  
- The RAB indicated, “if we did not have a lot of illegal tenants, we wouldn’t have the problems we have.
- A suggestion was made to set up a GHA investigative team.
- The authority of the GHA staff to enforce the rules has been taken away.
- Enforce the lease for all residents.

The majority of the comments concerned lease enforcement. The public housing department has reorganized and assigned public housing occupancy specialists to specific developments. The specialists will continue to monitor lease provisions and make every effort to ensure compliance with the lease provisions. GHA staff pursues reported lease violations aggressively but it is very difficult to prove

Section 8 specialists have been assigned specific clients. They will continue to monitor compliance with applicable requirements. A Section 8 Landlord Advisory Board has been established to create a forum to improve services to Section 8 landlords. This forum will be used to explore ways to improve lease enforcement.

- Linwood Terrace needs to have dead trees removed from site.

Funds have been earmarked for tree trimming and removal in all developments.

- A simple questionnaire needs to be developed and distributed to other residents for their input.
- If a simple questionnaire is developed, the RAB is willing to ask residents for their input.

GHA has distributed several questionnaires to residents in the past year and has responded to Resident Survey results in PHA Plan. However, GHA will follow-up on this suggestion and consult with the RAB members to develop a simplified, user-friendly questionnaire.

- The conditions of certain Section 8 properties are a concern of the RAB.
- Problems with trash on certain sites

The Section 8 Inspector has completed HQS training and now has more than one year of inspection experience. She is performing in a satisfactory manner. This complaint stems in part from the exterior conditions of the units that may or may not be HQS violations. GHA requests assistance from the City concerning code violations and works with the Section 8 landlord if he/she requests assistance.

- Landlords should come up with better ways of screening their applicants.

This comment will be brought before the Section 8 Landlord Advisory Board for discussion. GHA requests a County police report before issuing a voucher.

## **April 18, 2000**

The GHA held its fourth meeting with the Resident Advisory Board. The RAB reviewed the comments from the last meeting and was more specific with their comments and added dates to be included in the agency plan. As a result of this effort, we received the following comments and responded to them in the following manner.

- Landlord should visit their properties more frequently.

This issue will be brought before the Section 8 Landlord Advisory Board for discussion.

- Questionnaire to present Landlords about Section 8 Occupancy.

Section 8 RAB members and the GHA Section 8 Supervisor will work on a questionnaire beginning in July 2000.

- Landlords and their understanding of handling maintenance problems in a timely fashion.

This is both a maintenance and HQS issue. This issue will be brought before the Section 8 Landlord Advisory Board for discussion in July 2000. GHA staff are also pursuing efforts to prepare and distribute HQS information to all Section 8 landlords.

- A suggestion was made to implement a GHA Information Hotline for residents to call and report information about illegal activity or leads occurring on the sites of GHA.

- The establishment of an investigative team to review information received from the GHA information hotline.
- Develop an action plan to handle complaints received from the GHA Information Hotline.

GHA management has been considering this option and will pursue the suggestion. An action plan will be developed if deemed appropriate.

Information received on a hotline whether public housing or Section 8, if set up, would be handled by the appropriate departmental staff. Illegal activities would be forwarded to the police for further action.

- Increase police involvement, presence and awareness on site.

The FY-1998 Public Housing Drug Elimination Grant contains funds for contracting with police officers to patrol all GHA developments sixteen (16) hours per week, June 2000

GHA staff will continue to consult with police in addressing any problems that arise on or around Section 8 properties as they become aware of issues.

- The development of a Resident/Landlord Advisory Board

GHA staff will attempt to facilitate such a Board, October 2000

- A comment was made to install speed bumps on GHA developments.

GHA's PHDEP T/A consultant has made a recommendation to study the street patterns in our developments to determine if physical modifications would reduce the likelihood of crime. This matter is under discussion and includes blocking off streets, adding speed bumps, etc. Most of the streets within our developments are city streets so city ordinances will be an issue.

**Resident Survey Follow-up Plan  
FY-2000 Agency Plan  
Gastonia Housing Authority  
October 1, 2000**

This follow-up plan is submitted in conjunction with GHA's Agency Plan as required in the correspondence from Donald J. LaVoy received on February 14, 2000. The Resident Service and Satisfaction Survey contained two lowest indicators between 60% and 90%. These indicators are Safety (73.6%) and Neighborhood Appearance (70.9%).

**Safety**

Crime statistics have shown that GHA's neighborhoods are not experiencing any higher rate of crime than other parts of the city. Most of the crime in public housing is drug related and almost invariably the activity is coming from individuals that do not live in GHA neighborhoods but trespass on the property to conduct business. GHA is addressing this situation along with the crime that does originate in our neighborhoods.

GHA is addressing safety with funds from its Public Housing Drug Elimination Program (PHDEP), Comprehensive Grant Program (CGP) and Capital Fund programs as follows:

1. A major source of drug activity was a 12-unit apartment complex adjacent to the Mt. View Community. Gaston Housing Initiative (GHI), a not-for-profit created by GHA has purchased this property and secured the buildings. GHI, with assistance from GHA will either raze the buildings and construct affordable housing or rehabilitate the existing buildings for the elderly/handicapped.
2. Two police officers will be employed by GHA to alternate patrol of our four (4) sites on two days of the week. The officers will be scheduled for times, days and developments on an ongoing, needed basis. This activity will be funded from the FY-1998, FY-1999 and FY-2000 PHDEP grants.
3. Fencing will be installed at Cameron Courts in an area suspected to be a high traffic area for drug dealing. This activity will be funded from the FY-1998 PHDEP grant and the FY-2000 Capital Fund.
4. A lighting study will be commissioned with funds from the FY-2000 Capital Fund. Lighting will be installed in areas identified from in the study and will be funded from the FY-2000 Capital Fund and/or the FY-2001 Operating Fund.

5. Trees will be trimmed, canopies will be raised and trees will be removed as necessary to improve lighting in all developments. This will be funded from the FY1998 PHDEP and FY-1999 CGP.

October 1, 2000

c:\pha plans\greensboro\nc057f01.doc

## **Neighborhood Appearance**

GHA's neighborhoods are in very good condition and all grounds are maintained on a daily basis. Compared to other public housing neighborhoods in North Carolina, GHA's neighborhoods are excellent in terms of neighborhood appearance. GHA's neighborhoods are not distressed in any way.

Apartment interiors are maintained using preventative maintenance procedures, acceptable work order response and joint inspections by maintenance and management.

The following specific actions will be taken to improve conditions in these well-maintained neighborhoods.

1. Patios are in the process of being replaced at Linwood Terrace with FY-1998 CGP funds.
2. Pine trees will be removed that are dying or damaging sidewalks or are too close to buildings with FY-1999 CGP funds.
3. Funds have been identified in the FY-1999 CGP to repair, patch and paint interiors and exteriors at NC57-1. Work has started on interiors and will begin on exteriors by May 2000.
4. Replacement of screen doors in all developments and water heaters in NC57-1 is ongoing with FY-1999 CGP funds and FY-2001 Capital Fund.
5. A landscape study will be performed from the FY-2000 Capital Fund. Landscaping improvements for all developments will be undertaken using FY-2000, 2001, 2002 Capital Fund.
6. Electrical distribution systems will be upgraded and ownership transferred to the City of Gastonia from the FY-2002, 2003 and 2004 Capital Fund.
7. Appliances and water heaters will be replaced on an ongoing basis from the FY-2001 and 2002 and 2003 Capital Fund.
8. Playground equipment for our young children is planned using the FY-2000 Capital Fund.

## **General**

1. An effort is underway to strengthen the Resident Councils at each development. At this time, Resident Councils are functioning in Cameron Courts, Weldon Heights and Linwood Terrace. These Councils will address safety on an ongoing basis. This will provide needed input for all areas of operations but GHA will work with the Councils specifically to improve safety and neighborhood appearance.
2. GHA is placing increased emphasis on site-based public housing occupancy specialists. These specialists will act as site managers while distributing applications, completing re-certifications, performing home visits and increased joint inspections with maintenance for move-ins, move-outs, annual inspections and follow-up inspections. This will provide needed input for all areas of operations but provide the majority of management operations at the neighborhood level.
3. CGP and Capital Fund budgets contain funds for maintenance training to ensure that staff is continuously trained in all areas of maintenance.

**PHA Plan**  
**Community Services Requirement**  
**Gastonia Housing Authority**  
**October 1, 2000**

The requirements for Community Services are contained in the Authority's Admissions and Continued Occupancy Policy (ACOP) and as set forth in this document. The Authority will implemented community service requirements on October 1, 2000 that comply with 24 CFR 960.600 Implementation.

- ❑ Each adult resident shall contribute 8 hours of community service within the community in which he/she resides or participate in an economic self-sufficiency program for 8 hours per month.
  
- ❑ GHA will provide an exemption from the community service requirement for any individual who is (1) 62 years of age or older; (2) is blind or disabled as defined under 216[I]]] or 1614 of the Social Security Act and who is unable to comply with the community services requirements or is a primary caretaker of such individual; (3) is engaged in a work activity as defined in section 407[d] of the SSA; (3) meets the requirements for being exempted from having to engage in a work activity under the State program funded under part A of title IV of the SSA, or under any other welfare program of the State of North Carolina, including the State-administered WorkFirst Program and has not been found by the State or other administering entity to be in noncompliance with such program.

GHA will re-verify exemption status annually. GHA will permit residents to change exemption status during the year if status changes.

- ❑ Participating in an economic self-sufficiency program as described in the ACOP will satisfy the community service requirements.
  
- ❑ GHA will, 30 days before the expiration of each lease term, review and determine compliance of the resident with the community service requirement in accordance with principles of due process and on a nondiscriminatory basis.
  
- ❑ If GHA finds the resident in noncompliance, appropriate action in accordance with the ACOP and administrative grievance procedure will be taken.
  
- ❑ GHA will strive to provide community service programs are accessible to persons with disabilities, work conditions are not hazardous, work is not labor that would be performed by GHA employees responsible for essential maintenance and property services or the work is not otherwise unacceptable.

- GHA will administer the community service program through contracts and collaborative agreements with volunteer and community agencies and third parties to the maximum extent possible.