

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2000

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

**PHA Plan
Agency Identification**

PHA Name: Princeville Housing Authority

PHA Number: NC169

PHA Fiscal Year Beginning: (mm/yyyy) 01/2000

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

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

A. Mission

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

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

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
Complete timely reconstruction of HA's total units destroyed by Hurricane Floyd/flood in 1999.
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:

- Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

PHA's total units were destroyed in 1999 flood from Hurricane Floyd, and have been demolished. HA is in process of replacing all 50 units, community bldg, and maintenance bldg.

- PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

Residents were displaced due to flood, and many are still living in FEMA housing. HA is tracking residents as all former residents that still meet eligibility requirements will be housed first, once reconstruction of 50 units is complete.

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

- PHA Goal: Provide an improved living environment

Objectives:

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

After former residents are placed, HA will house local applicants, living in FEMA housing who would otherwise be considered as homeless. Once initial occupancy is achieved, HA will implement deconcentration policy.

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

PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

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

Other PHA Goals and Objectives: (list below)

- To ensure successful and timely completion of reconstruction of 50 units.
- Former HA residents and other community residents are currently living in FEMA housing. FEMA will be removing temporary trailers and residents will become homeless if not placed on local HA waiting list. HA's goal is to open waiting list with a local preference to house former residents first, then house residents living in FEMA housing second.

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.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration - Attachment B (nc169b04)
- FY 2000 Capital Fund Program Annual Statement (Included in Part 7, Capital Grant Program and Table)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2000 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
 - Community Service and Economic Self-Sufficiency Policy - Attachment A (nc169a04)
 - One Strike and You’re Out Policy - Attachment C (nc169c04)
 - Disposition Policy - Attachment D (nc169d04)

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
N/A	Fair Housing Documentation:	5 Year and Annual Plans

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Procedures
	Section 8 informal review and hearing procedures <input 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
X	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
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	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
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
X	MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	70	3	5	5	3	3	5
Income >30% but <=50% of AMI	49	3	5	5	3	3	5
Income >50% but <80% of AMI	37	2	5	5	3	3	5
Elderly	52	5	5	5	5	3	5
Families with Disabilities	85	4	5	5	5	3	5
Race/Ethnicity *	150	3	5	5	3	3	5
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

*Black/Non-Hispanic

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

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

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	7		
Extremely low income <=30% AMI	5		
Very low income (>30% but <=50% AMI)	2		
Low income (>50% but <80% AMI)			
Families with children	2		
Elderly families	5		
Families with Disabilities	0		
Race/ethnicity*	7		
Race/ethnicity			
Race/ethnicity			
Race/ethnicity			
*Black/Non-Hispanic			
Characteristics by Bedroom Size (Public Housing Only)			

Housing Needs of Families on the Waiting List			
1BR	5		
2 BR	1		
3 BR	1		
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? 24 Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

C. Strategy for Addressing Needs

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

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration

- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

Ensure successful and timely completion of reconstruction of 50 units, comm and maint bldgs destroyed in flood/hurricane of 1999.

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

Select all that apply

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

Successful completion of reconstruction of 50 units, comm and miant bldgs.

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

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

Select all that apply

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

Target families who remain unemployed, both former HA residents, and local residents as a result of Hurricane Floyd/Flood damage in 1999.

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Provide 1-BR units for elderly residents as part of reconstruction of 50 units destroyed in Hurricane Floyd/flood.

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)

Ensure reconstruction of HA's 50 units complies with Section 504 requirements.

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.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund	30,000.00 Est	
b) Public Housing Capital Fund	4,268,299.00	Development
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income		
4. Other income (list below)		
FIMA	306,928.00	Development
4. Non-federal sources (list below)		
Total resources	4,605,227.00	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
60 days
- Other: (describe)

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

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

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

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

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

(2)Waiting List Organization

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

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

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

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

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

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

(3) Assignment

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
 - One
 - Two
 - Three or More
- b. Yes No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

- a. Income targeting:
 - Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?
- b. Transfer policies:
In what circumstances will transfers take precedence over new admissions? (list below)
 - Emergencies

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

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

1 Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Victims of domestic violence
Substandard housing
- 1 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 (once initial occupancy is reached).
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

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

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

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

- Adoption of site-based waiting lists
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- Other (list policies and developments targeted below)

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

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

- Additional affirmative marketing
- Actions to improve the marketability of certain developments

- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

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

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

Note: HA only has one (1) development which is in process of reconstruction.

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

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

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)

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

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

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

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug-related activity

Other (describe below)

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- PHA main administrative office
- Other (list below)

(3) Search Time

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

If yes, state circumstances below:

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

Minimum Rent is \$50.00

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

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

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

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

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

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)

Exclusions for minimum rent include decrease in income, loss or reduced hours of employment, loss or reduction in pay, loss of public assistance, education expenses, child care expenses, and other situations at discretion of HA.

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)

- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)
- Never
 - At family option
 - Any time the family experiences an income increase
 - Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____
 - Other (list below)

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

(2) Flat Rents

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

HA's units were completely destroyed in 1999 due to hurricane/flood so there are no residents, and will not be residents until reconstruction of units is complete in 2002.

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-**

based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

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

Due to 1999 destruction of HA's 50 units, the HA's organization is composed of an Executive Bd., and one (1) full time Executive Director. No other personnel will be hired until all 50 units, comm and maint bldgs have been reconstructed (est. 2002).

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	0	0
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		

Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

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

(1) Public Housing Maintenance and Management: (list below)
 - Preventative Maintenance Plan

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- PHA main administrative office
- PHA development management offices

Other (list below)

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

Capital Fund Program Annual Statement

Parts I, II, and II

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

Capital Fund Grant Number NC19P16950100 FFY of Grant Approval: (12/2000)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
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	91048
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	91048
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
NC 169 - 1	To supplement existing CIAP and Disaster Grant funds to complete rebuilding of 50 housing units and Admin/Maint/Community building that were destroyed by flooding in 1999.	1498	91,048

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)
NC169 - 1	9/30/01	6/30/02

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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

-or-

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

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

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

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

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name: Pioneer Court Apartments 1b. Development (project) number: NC169 - 1
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>

4. Date application approved, submitted, or planned for submission: <u>(05/03/00)</u>
5. Number of units affected: 50
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/>

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

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway

<input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input checked="" type="checkbox"/> Other (explain below) All HA's units destroyed, reconstruction is in beginning stages.
3. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input checked="" type="checkbox"/> Other: (describe below) Not applicable at this time.

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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

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 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)

All residents were displaced as a result of Hurricane Floyd/flood and will not be housed until reconstruction of 50 units is complete.

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

C. Welfare Benefit Reductions

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

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

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

HA has adopted Community Service/Economic Family Self-Sufficiency Policy.

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)

All residents were displaced due to Hurricane Floyd/flood, and will not be housed until reconstruction of 50 units is complete.

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

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)
Not Applicable

3. Which developments are most affected? (list below)
Not Applicable

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)
Not Applicable. All residents were displaced due to Hurricane Floyd/flood, and will not be housed until reconstruction of 50 units is complete.

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)
Police patrol former housing development site.

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

N/A

D. Additional information as required by PHDEP/PHDEP Plan

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

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

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

Pets are not permitted, with the exception of those required due to medical reasons(s) and/or disabilities.

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?

All residents were displaced due to Hurricane Floyd/flood in 1999, and will not be housed until reconstruction of units is complete.

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

Attached at Attachment (File name)

Provided below:

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

Considered comments, but determined that no changes to the PHA Plan were necessary.

The PHA changed portions of the PHA Plan in response to comments
List changes below:

Other: (list below)

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.)

All residents were displaced due to Hurricane Floyd/flood in 1999.

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

3. Description of Resident Election Process

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

Candidates were nominated by resident and assisted family organizations

Candidates could be nominated by any adult recipient of PHA assistance

Self-nomination: Candidates registered with the PHA and requested a place on ballot

Other: (describe)
Not Applicable

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)
- Not Applicable

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)
- Not Applicable

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)

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

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

Other: (list below)

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

Provide housing to former residents who are still eligible to live in assisted housing, and other individuals/families displaced due to natural disaster (Hurricane Floyd/flood in 1999), once reconstruction of HA's 50 units is complete.

D. Other Information Required by HUD

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

ATTACHMENT A - nc169a03

The following Community Services and Economic Self-Sufficiency Requirement is an excerpt from the Admissions and Continued Occupancy Policy:

COMMUNITY SERVICES AND ECONOMIC SELF-SUFFICIENCY REQUIREMENT:

The 1998 Act requires that all non-exempt adult residents provide eight (8) hours of community service or participate in a self-sufficiency program for eight (8) hours each month. As the HA does not have, nor is required to have, a self-sufficiency program, the HA shall recognize proof of non-exempt adult residents' participation in local job skills training, educational programs, etc. Those residents not participating in some form of self-sufficiency program will be required to provide eight (8) hours of community service per month to remain eligible to live in assisted housing.

DEFINITIONS:

Non-exempt Individual:

Any resident/family member who is 18 years of age or older.

Exempt Individual: Includes any adult/family member who is:

a) 62 years or older, or;

b) is blind or disabled in accordance with 216(j)(I) or 1614 of the Social

Security Act {42 USC 416(I)(I) and 1382c}. All adult/family member who meet this definition must provide the HA with a certification that he/she cannot comply with the Community Service requirement.

(Please Note: Persons receiving disability deductions are not automatically exempt from community service or economic self-sufficiency requirements. The 1998 Act states that a person may be considered as exempt only if the disability makes the person, "unable to comply", with the community service requirement. In addition, the Princeville HA is required to ensure that community service and self-sufficiency programs are accessible to persons with disabilities. Therefore; exemptions shall be determined on a case by case basis by the Princeville HA.) or;

c) the adult/family member is a primary care-taker of a blind or disabled resident (described in b). Any such adult/family member must provide the HA with a certification that they are the primary care-taker and cannot comply with the Community Service requirement. or;

d) the adult/family member is employed.

(Please Note: Families who pay flat rent, or who are over income when initially occupying a public housing unit are not automatically exempt. Exemptions shall be determined on a case by case basis.), or;

e) the adult/family member is exempted from having to engage in a work activity under a State program funded under Part A of Title IV of the Social Security Act (42 USC 601 et seq.) or any other State welfare program in North Carolina., or;

f) the adult/family member receiving State assistance, benefits, or services, either funded under Part A of Title IV of the Social Security Act, or from other State resources, has not been determined by the State as being in non-compliance with said programs., or;

g) the adult/family member is involved in work activities.

SERVICE REQUIREMENT:

All non-exempt adult/family members are required to perform 8 hours of service in accordance with 24CFR 960.603 (unless deemed to be exempt as enumerated above) as follows:

- a) Perform 8 hours. per month of community service (excluding political activities), or;
- b) Participate in economic self-sufficiency programs provided by local service providers/organizations for 8 hours. per month, or;
- c) Perform combined eligible activities in community service, participation in economic self-sufficiency programs, or work activities for a total of 8 hours per month.

Eligible Work Activities:

- unsubsidized employment
- subsidized private or public sector employment and/or experience (including assisting HA with low rent public housing)
- on the job training an/or job skills directly related to employment
- job preparation and job search assistance
- community service programs vocational and/or educational training (not to exceed 12 mos.)
- education directly related to employment (i.e. high school diploma, GED, etc.)
- verified enrollment and attendance at a secondary school, courses related to GED or other types of general equivalency
- verification of provision of child care services for individuals participating in community service programs

Eligible Community Services and Economic Self-Sufficiency Activities:

- Work experience in private/public sector (including low-rent assisted public housing)
- On the job training
- Job search and readiness training
- Participation in resident council activities or on resident council board
- Volunteering to assist local social service programs or supportive service agencies
- Education directly related to employment (including high school diploma, GED, etc.)
- Provision of child care services to community service program participants

RESIDENT LEASE REQUIREMENTS FOR COMMUNITY SERVICES:

Lease Term:

According to the 1998 Act, all public housing leases must have 12 month terms, and must be automatically renewable unless the resident/family does not comply with the community service requirements. to addition, all leases must include language for termination and eviction based on non-compliance of the community service requirements. Implementation of this provision shall occur with a 60 day notice to all residents that requires the head of household to provide verifications that all adult/family members have complied with the community service requirement. Verification must be

provided at the time of scheduled re-certification date. Failure to comply with the community service requirement is grounds for non-renewing the lease at the end of the 12 month lease term. No actions may be taken with regard to community service at anytime during the 12 month lease period.

Specific Lease language related to Community Service/Family Self-Sufficiency follows:

Additional Resident Responsibilities:

Head of Household agrees that all residents (non-exempt adult family members) will sign a Community Service Plan with the HA and/or sign a some type of Self-Sufficiency Improvement Plan with a local service provider that ensures participation in community service or economic development initiatives. (A copy of the Self-Sufficiency Improvement Plan and verification from the local service provider is mandatory to satisfy this requirement.) In addition, participation of all non-exempt adult/family members is mandatory for the duration of the resident and/or family's tenancy.

All non-exempt adult/family members will be required to participate in a minimum of 8 hours per month in community services or economic self-sufficiency. Exempt adult/family members are not required to participate, but must meet all federal requirements of exemption before an HA determination may be provided as to the adult/family members' status.

Failure to comply with the Community Service and Economic Self-Sufficiency Programs shall result in the non-renewal of the resident/family's 12 month lease.

Termination:

A Lease may not be terminated without just cause. Just cause shall include, but is not limited to:

- failure to pay rent;
- repeated lease violations;
- and failure to fulfill the Resident's Additional Resident Responsibilities regarding participation by all adult/family members in the Community Service and Economic Self-Sufficiency Programs.

Failure to comply with the Community Service and Economic Self-Sufficiency Programs shall result in non-renewal of the 12 month lease.

ADMINISTRATION OF COMMUNITY SERVICE OR ECONOMIC SELF-SUFFICIENCY ACTIVITIES FOR RESIDENTS:

Initial Resident Notification of Requirements:

All residents shall be notified in writing of the community service and economic self-sufficiency requirements, and how determinations of exemption and non-exemption shall be made based on specific criteria.

Pre-Application Activities to Determine Exemption or Non-Exemption of Adult/Family Residents:

During the Pre-Application stage, each adult/family member over 18 years of age must sign an agreement and plan to participate in the Community Service or Economic Self-Sufficiency Program, or declare exemption from participation. Should an exemption be claimed, verification must be provided, and the Princeville HA shall make a determination of exemption on a case by case basis.

Should an adult/family member be denied exemption, it shall be noted on the pre-application documents.

Prior to execution of the lease all adult/family members shall be required to enter into a Community Service or Economic Self-sufficiency Program agreement and plan.

Failure to comply with this requirement shall be cause for removal from the Waiting List and withdrawal of the offer for occupancy.

Determinations and Documentation of Resident Exemptions:

All adult/family members who are 18 years of age or older shall be determined by the HA as exempt or non-exempt in accordance with the requirements detailed in the 1998 Act. All exemptions shall be documented in the resident/family's file, with the exception of those exempted due to age (62 years old). Documentation for exemption must be verified by a third party written verification to be eligible for consideration.

Changes in Exemption Status:

Should an adult/family member's status change during the 12 months term of the lease, the HA is to be immediately notified. A request for exemption must be verified by third party written verification to be eligible for consideration. Reasons for exemption include, but are not limited to: resident reaching age 62 years, employment, participation in work/study or on the job training, becoming disabled, etc. The Princeville HA shall make a determination of change in exemption status on a case by case basis.

Verification of Compliance Prior to Lease Renewal:

At least 30 to 60 days in advance of the scheduled re-certification date, the resident shall be notified to provide verification of all adult family members with the Community Service and Economic Self-Sufficiency Programs. Self-certification by residents is NOT acceptable. Only third party written verifications shall be accepted. Documentation verifying all adult/family members compliance shall be placed in the resident/family file at the time of each re-examination.

Non-Compliance Prior to Lease Renewal:

A determination shall be made on an annual basis, at the time of re-certification as to non-exempt adult/family residents' compliance. Families who are non-compliant may be provided with an opportunity to cure by having the non-compliant adult/family member and head of household execute an agreement. The agreement provides that the non-compliant family member shall make up the hours needed within the next 12 month period. The agreement shall state that continued non-compliance will result in eviction of the entire family, unless the non-compliant family member is no longer part of the household and is removed from the lease. The Princeville HA reserves the right to request third party verification during the next 12 month period to ensure compliance with the Agreement.

TERMINATION:

Failure to comply with the Community Service and Economic Self-Sufficiency Programs shall result in non-renewal of the 12 month lease. In addition, the family's continued failure to fulfill the Resident's Additional Resident Responsibilities as detailed in the lease, by participating in the Community Service and Economic Self-Sufficiency Programs; or, failure to enter into an agreement to make up the hours needed, within the next 12 month period shall result in termination.

ATTACHMENT B - nc169b03

**Policy for
DECONCENTRATION OF POVERTY AND INCOME-MIXING IN
PUBLIC HOUSING
Section 513 of QHWRA**

Purpose: The purpose of including this policy in the Princeville HA's Admissions and Continued Occupancy Policy is to reduce poverty and promote income mixing in public housing.

Goal: Once initial occupancy is achieved after reconstruction of the HA's 50 units destroyed by natural disaster (1999 Hurricane Floyd/Flood), the HA will commence deconcentration of poverty in its' housing development by marketing to higher income tenants. The housing authority's goal is to make an effort to maintain an income mix of the following:

40% of families with incomes below 30 percent of median
(or very low income families), and

60% of other admissions in compliance with eligibility limits detailed
in 24CFR982.201(b), and federal law.

Administration of Deconcentration of Poverty and Income-Mixing in Public Housing:

- At least 60 days prior to the start of the fiscal year, the Princeville HA shall assess it's residents to determine the percentage of families with incomes at 30% below median of HUD's current income limits. The HA shall compare its' residents data with the incomes included in the census tract where their development is located.
- Should the HA find the percentage of families with incomes at or below 30% of the median income of HUD's current income limits exceeds the 40% goal, it shall make every effort to market units to higher income residents.
- In accordance with the Quality Housing and Work Responsibility Act of 1998 (QWHRA), skipping of a family on the Waiting List specifically to reach another

family with a lower or higher income is permissible, and shall be uniformly applied.

Accordingly, if the HA's percentage of families meeting the 30% of median of HUD's current income limits fall below 40% of the total units, the HA shall select the next eligible family from the waiting list whose income is less than 30% of the median. The HA shall continue selecting families until the 40% target is met.

Should the HA's percentage of families meeting the 30% of median of HUD's current income limits exceed 40% of the total units, the HA shall select the next eligible family from the waiting list whose income is more than 30% of median of HUD's current income limits. The HA shall continue selecting families until the 40% target is met.

ATTACHMENT C - nc169c04

ONE STRIKE AND YOU'RE OUT POLICY

In accordance with QHWRA, Princeville HA has adopted the following policies for the "One Strike and You're Out" Policy:

In order to provide decent, safe, and sanitary housing, Princeville HA shall comply with the federally mandated "One Strike and You're Out" Policy. All residents, their visitors, guests, and other invitees, are strictly prohibited from engaging in illegal drug activity, other criminal activity, or activities that adversely affect and deny their neighbors' healthy, safe, and peaceful enjoyment of their home and surrounding area.

In addition, the HA shall strictly adhere to, and enforce, a stringent screening process of all applicants and adult members of the household to ensure they pass criminal background checks.

Implementation and Enforcement:

Initial Occupancy:

- HA shall complete comprehensive background screenings of applicants, including criminal activities via local police background checks, and FBI background checks.
- Any applicant and/or their family member who have criminal histories shall be excluded from residency.
- Any applicant and/or their family member who appear to be involved in alcohol or drug abuse during the pre-application and/or during the initial certification stage will be denied residency.
- Admission to housing will be denied to all applicants if applicant and/or their family members were engaged in any drug-related or violent criminal activity during the previous three (3) years prior to application.
- Admission of convicted sex offenders/predators is strictly prohibited. At no time will a convicted sex offender ever be admitted for housing.

On-going Occupancy:

- Participation in criminal activities in the unit by the resident, and their family members, visitors, guests, or invitees, shall result in eviction. Residents are responsible at all times for any criminal activities that may occur in their unit, whether they are present or not.
- Residents are responsible for their own actions, as well as that of their family members, visitors, guest, or invitees, for any unlawful, violent or disturbing actions that occur in the unit, in common areas, or with other residents and their families. Such actions may result in eviction.
- During the re-certification process, each resident and all adult family members shall be subject to criminal background checks, and shall each sign an agreement permitting such action. Should any resident and/or adult family members be found to be ineligible for continued residency, the HA shall initiate eviction procedures. Should the adult family member leave the household, the resident shall be permitted to remain in the unit. (Head of Households are excluded from this provision.)

ATTACHMENT D - nc169d04

PRINCEVILLE HOUSING AUTHORITY

DISPOSITION POLICY

Personal property shall not be sold or exchanged for less than its fair value. Personal property of the value of \$1,000.00 or more which is to be sold to other than a public body for a public use shall be sold at public sale.

Sales of excess personal property shall be made in the following manner:

1. If the estimated sales value of the personal property offered for sale is less than \$100.00, the Executive Director may negotiate a sale in the open market after such informal inquiry as he considers necessary to ensure a fair return to the local Authority. The sale shall be documented by an appropriate bill of sale.
2. For sales from \$100.00 to \$1,000.00, the Executive Director shall solicit informal bids orally, by telephone or in writing from all known prospective purchasers and a tabulation of all such bids received shall be prepared and retained as part of the permanent record. The sale shall be documented by an appropriate bill of sale.
3. Sales of \$1,000.00 or more and the award of such contract shall be made only after advertising for formal bids. Such advertising shall be at least 15 days prior to award of the sales contract and shall be by advertisement in newspapers or circular letters to all prospective

purchases. In addition, notices shall be posted in public places. Bids shall be opened publicly at the time and place specified in the advertisement. A tabulation of all bids received shall be prepared and filed with the contract as a part. of the permanent record. The award shall be made to the highest bidder as to price..

4. The sale of personal property to a public body for public use may be negotiated at its fair value subject to prior approval of the Board. The transfer shall be documented by an appropriate bill of sale.

Personal property shall not be destroyed, abandoned or donated without the prior approval of the Hoard. The Executive Director shall make every effort to dispose of excess personal property as outlined above. However, if the property has no scrap or salvage value and a purchaser cannot be found, a statement shall be prepared by the Executive Director listing the prospective bidders solicited and all other efforts made to sell the property, together with recommendations as to the manner of disposition. This statement shall be referred to the Hoard for its approval. A copy of the Board's approval, together with the complete documentation in support of destruction, abandonment or donation, shall be retained as a part of the permanent records.

**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 NC19P16950100 FFY of Grant Approval: (12/2000)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
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	91048
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	91048
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
NC 169 - 1	To supplement existing CIAP and Disaster Grant funds to complete rebuilding of 50 housing units and Admin/Maint/Community building that were destroyed by flooding in 1999.	1498	91,048

Table Library

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)
NC169 - 1	9/30/01	6/30/02

Table Library

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

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

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

ATTACHMENT A - nc169a02

The following Community Services and Economic Self-Sufficiency Requirement is an excerpt from the Admissions and Continued Occupancy Policy:

COMMUNITY SERVICES AND ECONOMIC SELF-SUFFICIENCY REQUIREMENT:

The 1998 Act requires that all non-exempt adult residents provide eight (8) hours of community service or participate in a self-sufficiency program for eight (8) hours each month. As the HA does not have, nor is required to have, a self-sufficiency program, the HA shall recognize proof of non-exempt adult residents' participation in local job skills training, educational programs, etc. Those residents not participating in some form of self-sufficiency program will be required to provide eight (8) hours of community service per month to remain eligible to live in assisted housing.

DEFINITIONS:

Non-exempt Individual:

Any resident/family member who is 18 years of age or older.

Exempt Individual: Includes any adult/family member who is:

a) 62 years or older, or;

b) is blind or disabled in accordance with 216(j)(I) or 1614 of the Social Security Act {42 USC 416(I)(I) and 1382c}. All adult/family member who meet this definition must provide the HA with a certification that he/she cannot comply with the Community Service requirement.

(Please Note: Persons receiving disability deductions are not automatically exempt from community service or economic self-sufficiency requirements. The 1998 Act states that a person may be considered as exempt only if the disability makes the person, "unable to comply", with the community service requirement. In addition, the Princeville HA is required to ensure that community service and self-sufficiency programs are accessible to persons with disabilities. Therefore; exemptions shall be determined on a case by case basis by the Princeville HA.)
or;

c) the adult/family member is a primary care-taker of a blind or disabled resident (described in b). Any such adult/family member must provide the HA with a certification that they are the primary care-taker and cannot comply with the Community Service requirement. or;

d) the adult/family member is employed.

(Please Note: Families who pay flat rent, or who are over income when initially occupying a public housing unit are not automatically exempt. Exemptions shall be determined on a case by case basis.), or;

e) the adult/family member is exempted from having to engage in a work activity under a State program funded under Part A of Title IV of the Social Security Act (42 USC 601 et seq.) or any other State welfare program in North Carolina., or;

f) the adult/family member receiving State assistance, benefits, or services, either funded under Part A of Title IV of the Social Security Act, or from other State resources, has not been determined by the State as being in non-compliance with said programs., or;

g) the adult/family member is involved in work activities.

SERVICE REQUIREMENT:

All non-exempt adult/family members are required to perform 8 hours of service in accordance with 24CFR 960.603 (unless deemed to be exempt as enumerated above) as follows:

- a) Perform 8 hours. per month of community service (excluding political activities), or;
- b) Participate in economic self-sufficiency programs provided by local service providers/organizations for 8 hours. per month, or;
- c) Perform combined eligible activities in community service, participation in economic self-sufficiency programs, or work activities for a total of 8 hours per month.

Eligible Work Activities:

- unsubsidized employment
- subsidized private or public sector employment and/or experience (including assisting HA with low rent public housing)
- on the job training an/or job skills directly related to employment
- job preparation and job search assistance
- community service programs vocational and/or educational training (not to exceed 12 mos.)

- education directly related to employment (i.e. high school diploma, GED, etc.)
- verified enrollment and attendance at a secondary school, courses related to GED or other types of general equivalency
- verification of provision of child care services for individuals participating in community service programs

Eligible Community Services and Economic SelfSufficiency Activities:

- Work experience in private/public sector (including low-rent assisted public housing)
- On the job training
- Job search and readiness training
- Participation in resident council activities or on resident council board
- Volunteering to assist local social service programs or supportive service agencies
- Education directly related to employment (including high school diploma, GED, etc.)
- Provision of child care services to community service program participants

RESIDENT LEASE REQUIREMENTS FOR COMMUNITY SERVICES

Lease Term:

According to the 1998 Act, all public housing leases must have 12 month terms, and must be automatically renewable unless the resident/family does not comply with the community service requirements. to addition, all leases must include language for termination and eviction based on non-compliance of the community service requirements. Implementation of this provision shall occur with a 60 day notice to all residents that requires the head of household to provide verifications that all adult/family members have complied with the community service requirement. Verification must be provided at the time of scheduled re-certification date. Failure to comply with the community service requirement is grounds for non-renewing the lease at the end of the 12 month lease term. No actions may be taken with regard to community service at anytime during the 12 month lease period.

Specific Lease language related to Community Service/Family SelfSufficiency follows:

Additional Resident Responsibilities

Head of Household agrees that all residents (non-exempt adult family members) will sign a Community Service Plan with the HA and/or sign a some type of SelfSufficiency Improvement Plan with a local service provider that ensures participation in community service or economic development initiatives. (A copy of the SelfSufficiency Improvement Plan and verification from the local service provider is mandatory to satisfy

this requirement.) In addition, participation of all non-exempt adult/family members is mandatory for the duration of the resident and/or family's tenancy.

All non-exempt adult/family members will be required to participate in a minimum of 8 hours per month in community services or economic self-sufficiency. Exempt adult/family members are not required to participate, but must meet all federal requirements of exemption before an HA determination may be provided as to the adult/family members' status.

Failure to comply with the Community Service and Economic Self-Sufficiency Programs shall result in the non-renewal of the resident/family's 12 month lease.

Termination:

A Lease may not be terminated without just cause. Just cause shall include, but is not limited to:

- failure to pay rent;
- repeated lease violations;
- and failure to fulfill the Resident's Additional Resident Responsibilities regarding participation by all adult/family members in the Community Service and Economic Self-Sufficiency Programs.

Failure to comply with the Community Service and Economic Self-Sufficiency Programs shall result in non-renewal of the 12 month lease.

ADMINISTRATION OF COMMUNITY SERVICE OR ECONOMIC SELF-SUFFICIENCY ACTIVITIES FOR RESIDENTS

Initial Resident Notification of Requirements

All residents shall be notified in writing of the community service and economic self-sufficiency requirements, and how determinations of exemption and non-exemption shall be made based on specific criteria.

Pre-Application Activities to Determine Exemption or Non-Exemption of Adult/Family Residents:

During the Pre-Application stage, each adult/family member over 18 years of age must sign an agreement and plan to participate in the Community Service or Economic Self-Sufficiency Program, or declare exemption from participation. Should an exemption be

claimed, verification must be provided, and the Princeville HA shall make a determination of exemption on a case by case basis.

Should an adult/family member be denied exemption, it shall be noted on the pre application documents.

Prior to execution of the lease all adult/family members shall be required to enter into a Community Service or Economic Self-sufficiency Program agreement and plan.

Failure to comply with this requirement shall be cause for removal from the Waiting List and withdrawal of the offer for occupancy.

Determinations and Documentation of Resident Exemptions

All adult/family members who are 18 years of age or older shall be determined by the HA as exempt or non-exempt in accordance with the requirements detailed in the 1998 Act. All exemptions shall be documented in the resident/family's file, with the exception of those exempted due to age (62 years old). Documentation for exemption must be verified by a third party written verification to be eligible for consideration.

Changes in Exemption Status

Should an adult/family member's status change during the 12 months term of the lease, the HA is to be immediately notified. A request for exemption must be verified by third party written verification to be eligible for consideration. Reasons for exemption include, but are not limited to: resident reaching age 62 years, employment, participation in work/study or on the job training, becoming disabled, etc. The Princeville HA shall make a determination of change in exemption status on a case by case basis.

Verification of Compliance Prior to Lease Renewal

At least 30 to 60 days in advance of the scheduled re-certification date, the resident shall be notified to provide verification of all adult family members with the Community Service and Economic Self-Sufficiency Programs. Self-certification by residents is NOT acceptable. Only third party written verifications shall be accepted. Documentation verifying all adult/family members compliance shall be placed in the resident/family file at the time of each re-examination.

Non-Compliance Prior to Lease Renewal

A determination shall be made on an annual basis, at the time of recertification as to non-exempt adult/family residents' compliance. Families who are non-compliant may be provided with an opportunity to cure by having the non-compliant adult/family member and head of household execute an agreement. The agreement provides that the non-compliant family member shall make up the hours needed within the next 12 month period. The agreement shall state that continued non-compliance will result in eviction of the entire family, unless the non-compliant family member is no longer part of the household and is removed from the lease. The Princeville HA reserves the right to request third party verification during the next 12 month period to ensure compliance with the Agreement.

TERMINATION:

Failure to comply with the Community Service and Economic SelfSufficiency Programs shall result in non-renewal of the 12 month lease. In addition, the family's continued failure to fulfill the Resident's Additional Resident Responsibilities as detailed in the lease, by participating in the Community Service and Economic SelfSufficiency Programs; or, failure to enter into an agreement to make up the hours needed, within the next 12 month period shall result in termination.

ATTACHMENT B - nc169b0

Policy for DECONCENTRATION OF POVERTY AND INCOMEMIXING IN PUBLIC HOUSING Section 513 of QHWRA

Purpose: The purpose of including this policy in the Princeville HA's Admissions and Continued Occupancy Policy is to reduce poverty and promote income mixing in public housing.

Goal: Once initial occupancy is achieved after reconstruction of the HA's 50 units destroyed by natural disaster (1999 Hurricane Floyd/Flood), the HA will commence deconcentration of poverty in its' housing development by marketing to higher income tenants. The housing authority's goal is to make an effort to maintain an income mix of the following:

40% of families with incomes below 30 percent of median
(or very low income families), and

60% of other admissions in compliance with eligibility limits detailed
in 24CFR982.201(b), and federal law.

Administration of Deconcentration of Poverty and IncomeMixing in Public Housing:

- At least 60 days prior to the start of the fiscal year, the Princeville HA shall assess it's residents to determine the percentage of families with incomes at 30% below median of HUD's current income limits. The HA shall compare its' residents data with the incomes included in the census tract where their development is located.
- Should the HA find the percentage of families with incomes at or below 30% of the median income of HUD's current income limits exceeds the 40% goal, it shall make every effort to market units to higher income residents.
- In accordance with the Quality Housing and Work Responsibility Act of 1998 (QWHRA), skipping of a family on the Waiting List specifically to reach another family with a lower or higher income is permissible, and shall be uniformly applied.

Accordingly, if the HA's percentage of families meeting the 30% of median of HUD's current income limits fall below 40% of the total units, the HA shall select the next eligible family from the waiting list whose income is less than 30% of the median. The HA shall continue selecting families until the 40% target is met.

Should the HA's percentage of families meeting the 30% of median of HUD's current income limits exceed 40% of the total units, the HA shall select the next eligible family from the waiting list whose income is more than 30% of median of HUD's current income limits. The HA shall continue selecting families until the 40% target is met.

One Strike and You're Out Policy

In accordance with QHWRA, Princeville HA has adopted the following policies for the "One Strike and You're Out" Policy:

In order to provide decent, safe, and sanitary housing, Princeville HA shall comply with the federally mandated "One Strike and You're Out" Policy. All residents, their visitors, guests, and other invitees, are strictly prohibited from engaging in drugs, other criminal activity or activities that adversely affect and deny their neighbors' healthy, safe, and peaceful enjoyment of their home and surrounding area.

In addition, the HA shall strictly adhere to, and enforce, a stringent screening process of all applicants and adult members of the household to ensure they pass criminal background checks.

Implementation and Enforcement

Initial Occupancy:

- HA shall complete comprehensive background screening of applicants, including criminal activities via local police background checks, and FBI background checks.
- Any applicant and/or their family member who have criminal histories shall be excluded from residency.
- Any applicant and/or their family member who appear to be involved in alcohol or drug abuse during the pre-application and/or during initial certification stage will be denied residency.
- Admission to housing will be denied to all applicants if applicant and/or their family members were engaged in any drug-related or violent criminal activity during the previous three (3) years prior to application.
- Admission of convicted sex offenders/predators is strictly prohibited. At no time will a dangerous sex offender every be admitted for housing.

On-going Occupancy:

- Participation in criminal activities in the unit by the resident, and their family members, visitors, guests, or invitees, shall result in eviction. Residents are responsible at all times for any criminal activities that may occur in their unit, where they are present or not.
- Residents are responsible for their own actions, as well as their family members, visitors, guest, or invitees, for any unlawful, violent or disturbing actions that occur in the unit, in common areas, or with other residents and their families. Such actions may result in eviction.
- During the re-certification process, each resident and all adult family members shall be subject to criminal background checks, and shall each sign an agreement permitting such action. Should any resident and/or adult family members be found to

be ineligible for continued residency, the HA shall initiate eviction procedures. Should the adult family member leave the household, the resident shall be permitted to remain in the unit.

ATTACHMENT D - nc169d04

**PRINCEVILLE HOUSING AUTHORITY
DISPOSITION POLICY**

Personal property shall not be sold or exchanged for less than its fair value. Personal property of the value of \$1,000.00 or more which is to be sold to other than a public body for a public use shall be sold at public sale.

Sales of excess personal. property shall be made in the following manner:

1. If the estimated sales value .of the personal property offered for sale is less than \$100.00, the Executive Director may negotiate a sale in the open market after such informal inquiry as he considers necessary to ensure a fair return to the local Authority. The sale shall be documented by an appropriate bill of sale.
2. For sales from \$100.00 to \$1,000.00, the Executive Director shall solicit informal bids orally, by telephone or in writing from all known prospective purchasers and a tabulation of all such bids received shall be prepared and retained as part of the permanent record. The sale shall be documented by an appropriate bill of sale.
3. Sales of \$1,000.00 or more and the award of such contract shall be made only after advertising for formal bids. Such advertising shall be at least 15 days prior to award of the sales contract and shall be by advertisement in newspapers or circular letters to all prospective purchases. In addition, notices shall be posted in public places. Bids shall be opened publicly at the time and place specified in the advertisement. A tabulation of all bids received shall be prepared and filed with the contract as a part. of the permanent record. The award shall be made to the highest bidder as to price..
4. The sale of personal property to a public body for public use may be negotiated at its fair value subject to prior approval of the Board. The transfer shall be documented by an appropriate bill of sale.

Personal property shall not be destroyed, abandoned or donated without the prior approval of the Hoard. The Executive Director shall make every effort to dispose of excess personal property as outlined above. However, if the property has no scrap or salvage value and a purchaser cannot be found, a statement shall be prepared by the Executive Director listing the prospective bidders solicited and all other efforts made to sell the property, together with recommendations as to the manner of disposition. This statement shall be referred to the Hoard for its approval. A copy of the Board's approval, together with the complete documentation in support of destruction, abandonment or donation, shall be retained as a part of the permanent records.