

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

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2000

PHA Plan Agency Identification

PHA Name: Jamestown Housing Authority

PHA Number: NY017

PHA Fiscal Year Beginning: January 2000

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:
Main administrative office of the PHA

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at:

X Main administrative office of the PHA

PHA Plan Supporting Documents are available for inspection at:

X Main business office of the PHA

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004

[24 CFR Part 903.5]

A. Mission

X The PHA's mission is: To be one of the the primary agencies in the community responsible for providing safe, affordable and comfortable housing for those citizens who are in need of such housing, most especially the poor, the homeless, the elderly, and the mobility impaired..

B. Goals

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

- X PHA Goal: Expand the supply of assisted housing
 - Objectives:
 - X Apply for additional rental vouchers:
 - X Leverage private or other public funds to create additional housing opportunities:
 - X Acquire or build units or developments

- X PHA Goal: Improve the quality of assisted housing
 - Objectives:
 - X Improve public housing management: (PHAS score)
 - X Improve voucher management: (SEMAP score)
 - X Increase customer satisfaction:
 - X Renovate or modernize public housing units:

- X PHA Goal: Increase assisted housing choices
 - Objectives:
 - X Conduct outreach efforts to potential voucher landlords
 - X Increase voucher payment standards

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

- X PHA Goal: Provide an improved living environment

Objectives:

- X Implement public housing security improvements:

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

- X PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - X Increase the number and percentage of employed persons in assisted families:
 - X Provide or attract supportive services to improve assistance recipients' employability:
 - X Provide or attract supportive services to increase independence for the elderly or families with disabilities.

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

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

Other PHA Goals and Objectives:

Declare self-imposed moratorium on additional senior housing development in greater Jamestown/Southern Chautauqua Region; persuade all potential subsidized housing providers to utilize any available development dollars for the promotion of additional multi-family units.

Lend agency support, along with available resources, to a community based program designed to combat low income school transiency known as the "Kids at Home" Project.

Annual PHA Plan PHA Fiscal Year 2000

[24 CFR Part 903.7]

i. Annual Plan Type:

Streamlined Plan:

- x **High Performing PHA**
- x **Small Agency (<250 Public Housing Units)**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

The Jamestown Housing Authority has carefully assembled its inaugural editions of both a 5-Year Plan and an Annual Plan, each ideally designed to promote maximum efficiency in all controllable areas of both public housing and tenant-based Section-8 operations.

First of all with regard to the 5-Year Plan, every attempt has been made to design the document's content so as to be in absolute compliance with the agency's long-standing mission in the community. At the same time, the accompanying documentation clearly demonstrates the mammoth effort being put forth to preserve the agency's long term viability as the City's primary source of quality subsidized housing. To this end, the Plan has been fitted with a sufficient number of monitoring devices, each designed to emit eligible signs of progress. Such progress includes most notably, the preservation of existing properties and structures, as well as the successful meshing of agency programs with others in the community dedicated to serving the housing needs of those less fortunate.

With regard to the Annual Plan, a sincere effort has been put forth to identify, quantify, and subsequently certify each and every facet of daily operations. Such scrutiny is essential to the efficient delivery of housing services particularly in light of today's ever shrinking resources and the phenomenon of rapidly changing demographics. Just as many residents unavoidably age in place as the years roll by, so too does the strength of agencies and entities deteriorate unless precautionary steps are taken on a systematic basis.

As a means of counteracting the challenges posed by time and circumstance, the Annual Plan sets forth an ambitious yet very attainable set of goals for the upcoming fiscal year. While there are few drastic changes reflected in the operational accounts for the start of the new millennium, completion of the Plan has been cause for fine tuning those programs and policies long since in place. In so doing, it is hoped that the common maladies of neglect and obsolescence can be successfully avoided.

Taking into account the many alterations now facing both the public and Section 8 housing programs, the Jamestown Housing Authority's Annual Plan realistically provides for a continuum of quality service and productivity....this, inspite of the many uncertainties. The priority on preserving land, structures and equipment, the well researched schedules of income and expenses, and the logical yet creative designs on resident enrichment, together present an optimistic forecast as life in the next century unfurls. With a wee bit of luck and a great deal of effort, the Year 2000 may turn out to be a high water mark from which future operations are contrasted and compared.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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Attachments

Required Attachments:

- X Admissions Policy for Deconcentration
- X FY 2000 Capital Fund Program Annual Statement

Optional Attachments:

- x PHA Management Organizational Chart

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	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 type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies X check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
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 X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures X 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
	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
X	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
X	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 (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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	3,400	5	5	4	4	5	4
Income >30% but <=50% of AMI	1,900	4	3	3	4	4	3
Income >50% but <80% of AMI	2,900	3	3	3	4	4	2
Elderly	400	2	1	2	4	1	2
Families with Disabilities	NA	3	5	3	4	3	2
Race/Ethnicity	NA	NA	NA	NA	NA	NA	NA
Race/Ethnicity	NA	NA	NA	NA	NA	NA	NA
Race/Ethnicity	NA	NA	NA	NA	NA	NA	NA
Race/Ethnicity	NA	NA	NA	NA	NA	NA	NA

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.)

- X Consolidated Plan of the Jurisdiction/s
Indicate year: 1998
- X U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- X American Housing Survey data
Indicate year: 1990

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

Housing Needs of Families on the Waiting List			
Waiting list type: X Public Housing			
	# of families	% of total families	Annual Turnover
Waiting list total	164		42 apartments: 20%
Extremely low income <=30% AMI	89	54%	
Very low income (>30% but <=50% AMI)	55	34%	
Low income (>50% but <80% AMI)	20	12%	
Families with children	0		
Elderly families	90	55%	
Families with Disabilities	74	45%	
Race/ethnicity white	153	93%	
Race/ethnicity black	3	2%	
Race/ethnicity American Indian	2	1%	
Race/ethnicity Hisp	6	4%	
Characteristics by Bedroom Size (Public Housing Only)			

Housing Needs of Families on the Waiting List			
1BR	214		
2 BR	N/A		
3 BR	N/A		
4 BR	N/A		
5 BR	N/A		
5+ BR	N/A		
Is the waiting list closed (select one)? <input type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type:			
X Section 8 tenant-based assistance			
	# of families	% of total families	Annual Turnover
Waiting list total	354		10%
Extremely low income <=30% AMI	218	62%	
Very low income (>30% but <=50% AMI)	93	26%	
Low income (>50% but <80% AMI)	81	23%	
Families with children	77	22%	
Elderly families	20	6%	
Families with Disabilities	182	51%	
Race/ethnicity Wht	295	83%	
Race/ethnicity Hisp	36	10%	
Race/ethnicity Blk	19	5%	
Race/ethnicity Id/Al	4	1%	

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

C. Strategy for Addressing Needs

(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:

- X Employ effective maintenance and management policies to minimize the number of public housing units off-line
- X Reduce turnover time for vacated public housing units
- X Seek replacement of public housing units lost to the inventory through mixed finance development
- X Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- X Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

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

- X Apply for additional section 8 units should they become available
- X Leverage affordable housing resources in the community through the creation of mixed - finance housing

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

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

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

- X Employ admissions preferences aimed at families with economic hardships
- X Adopt rent policies to support and encourage work

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

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

- X Employ admissions preferences aimed at families who are working
- X Adopt rent policies to support and encourage work

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

- X Apply for special-purpose vouchers targeted to the elderly, should they become available

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

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

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:

- X Funding constraints

- X Extent to which particular housing needs are met by other organizations in the community
- X Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- X Influence of the housing market on PHA programs
- X Results of consultation with local or state government

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund	\$244,520	
b) Public Housing Capital Fund	\$291,720	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$582,744	
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	\$513,040	Operational expenses
4. Other income (list below)	\$41,800	Operational expenses

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
4. Non-federal sources (list below)		
Total resources	\$1,673,824.00	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing?

Other: When unit is viewed & tenant indicates interest

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

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

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

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

e. X 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
X Community-wide list

b. Where may interested persons apply for admission to public housing?
X PHA main administrative office

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?

X Three or More

b. X Yes: 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?

- X Emergencies
X Medical justification
X Administrative reasons determined by the PHA (e.g., to permit modernization work)

c. Preferences

1. X No: Has the PHA established preferences for admission to public housing (other than date and time of application)?

(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)

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

b. How often must residents notify the PHA of changes in family composition?

- X At an annual reexamination and lease renewal
X Any time family composition changes

(6) Deconcentration and Income Mixing

- a. X 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. 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?

B. Section 8

(1) Eligibility

- a. What is the extent of screening conducted by the PHA?
 Criminal or drug-related activity only to the extent required by law or regulation
- b. Yes: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. 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?
 Other – Previous Landlord and residence

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged?
 None
- b. Where may interested persons apply for admission to section 8 tenant-based assistance?
 Section 8 Program Main Office

(3) Search Time

- a. Yes: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below: an additional 60 day period is provided (2 - 30 day increments)

(4) Admissions Preferences

a. Income targeting

X Yes: 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. X Yes: Has the PHA established preferences for admission to section 8 tenant-based assistance?

2. Which of the following admission preferences does the PHA plan to employ in the coming year?

Former Federal preferences

X High rent burden (rent is > 50 percent of income)

Other preferences

X Residents who live and/or work in your jurisdiction

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.

Former Federal preferences

1 High rent burden

Other preferences

X Residents who live and/or work in your jurisdiction

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

X Date and time of application

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction”
- X This preference has previously been reviewed and approved by HUD
6. Relationship of preferences to income targeting requirements:
- X Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

4. PHA Rent Determination Policies

[24 CFR Part 903.79 (d)]

A. Public Housing

(1) Income Based Rent Policies

- a. Use of discretionary policies:
- X 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))
- b. Minimum Rent
1. What amount best reflects the PHA’s minimum rent? X \$26-\$50
2. X No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?
- e. Ceiling rents
1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income)
- X Yes for all developments
2. For which kinds of developments are ceiling rents in place?

X For all developments

3. Select the space or spaces that best describe how you arrive at ceiling rents

X Operating costs plus debt service

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?

X Any time the family experiences an income increase

X Other – decrease in income/any interim changes

g. X 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?

B. Section 8 Tenant-Based Assistance

(1) Payment Standards

a. What is the PHA's payment standard?

X Above 100% but at or below 110% of FMR

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?

X To increase housing options for families

d. How often are payment standards reevaluated for adequacy?

X Annually

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard?

X Success rates of assisted families

X Rent burdens of assisted families

(2) Minimum Rent

a. What amount best reflects the PHA’s minimum rent?

X \$1-\$25

b. X No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

5. Operations and Management

[24 CFR Part 903.7.9 (e)]

A. PHA Management Structure

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

B. HUD Programs Under PHA Management

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	NA	
Section 8 Vouchers	49	Approximately 8
Section 8 Certificates	111	Approximately 10
Section 8 Mod Rehab	NA	
Special Purpose Section 8 Certificates/Vouchers (list individually)	NA	
Public Housing Drug Elimination Program (PHDEP)	NA	

Other Federal Programs(list individually)	NA	

C. Management and Maintenance Policies

(2) Section 8 Management: (list below)

Section 8 Administration Plan (on file)

6. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

A. Capital Fund Activities

(1) Capital Fund Program Annual Statement

X The Capital Fund Program Annual Statement is provided below:

(2) Optional 5-Year Action Plan

a. X Yes: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund?

b. If yes to question a, select one:

X 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)

X 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

X 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:

X Yes: 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:

X Yes: 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:

7. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

1. X Yes: 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

X 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:	Hotel Jamestown Building
1b. Development (project) number:	NY 17-001
2. Activity type:	Demolition <input type="checkbox"/> Disposition X
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application X
4. Date application approved, submitted, or planned for submission:	05/01/00
5. Number of units affected:	32
6. Coverage of action (select one)	X Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 10/01/00 b. Projected end date of activity: 09/01/01

8. 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.

9. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. **X** Yes: 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. **X** Yes: Was the most recent fiscal audit submitted to HUD?
3. **X** No: Were there any findings as the result of that audit?

10. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

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

Attached at Attachment (File name)

Provided below:

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

2. X Yes: 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)

X Candidates were nominated by resident and assisted family organizations

X Candidates could be nominated by any adult recipient of PHA assistance

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

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

X Other (list) Any adult public housing resident

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
- X Other (list) Any adult public housing resident

C. Statement of Consistency with the Consolidated Plan

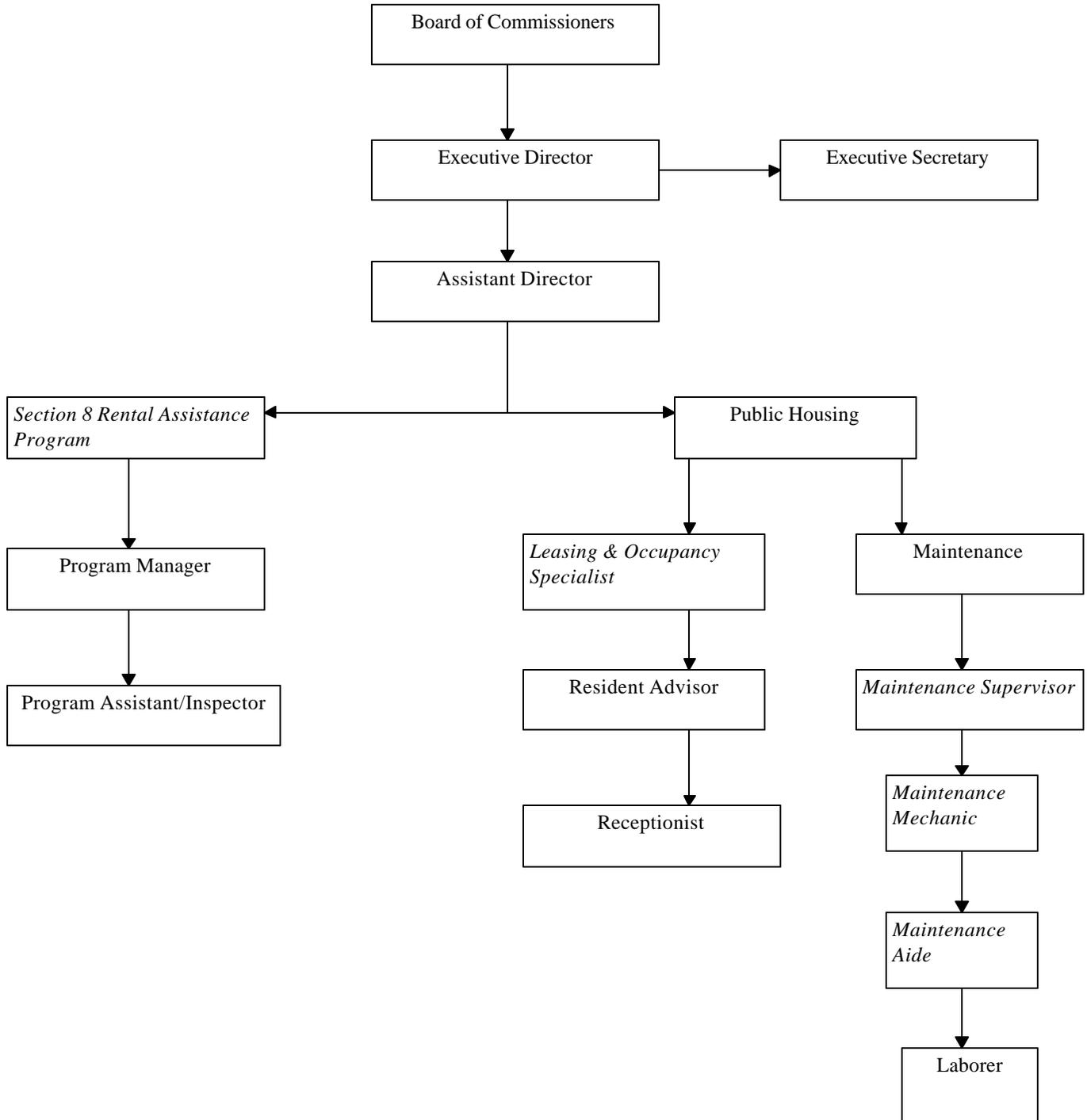
1. Consolidated Plan jurisdiction: City of Jamestown, New York
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
 - X The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
 - X The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

D. Other Information Required by HUD

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

Attachments
Organizational Chart

Jamestown Housing Authority



PHA Plan Table Library

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

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number FFY of Grant Approval: 09/00

X Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	0
2	1406 Operations	291,720
3	1408 Management Improvements	0
4	1410 Administration	0
5	1411 Audit	0
6	1415 Liquidated Damages	0
7	1430 Fees and Costs	0
8	1440 Site Acquisition	0
9	1450 Site Improvement	0
10	1460 Dwelling Structures	0
11	1465.1 Dwelling Equipment-Nonexpendable	0

Table Library

12	1470	Nondwelling Structures	0
13	1475	Nondwelling Equipment	0
14	1485	Demolition	0
15	1490	Replacement Reserve	0
16	1492	Moving to Work Demonstration	0
17	1495.1	Relocation Costs	0
18	1498	Mod Used for Development	0
19	1502	Contingency	0
20	Amount of Annual Grant (Sum of lines 2-19)		291,720
21	Amount of line 20 Related to LBP Activities		0
22	Amount of line 20 Related to Section 504 Compliance		0
23	Amount of line 20 Related to Security		0
24	Amount of line 20 Related to Energy Conservation Measures		0

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
HA-Wide	Public Housing Operations	1406	291,720

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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)
HA-Wide	09/30/01	09/30/02

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				

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		Activity Description						
