

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

**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: MUNICIPALITY FO ARECIBO**

**PHA Number: RQ020**

**PHA Fiscal Year Beginning: (mm/yyyy) 07/2000**

**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**

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**

**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: apply for additional 30 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)

X PHA Goal: Improve the quality of assisted housing

Objectives:

Improve public housing management: (PHAS score)

Improve voucher management: (SEMAP score) to 90 points

Increase customer satisfaction: conduct one annual meeting with tenants

Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections) Decrease inspection time by 1 day.

Renovate or modernize public housing units:

Demolish or dispose of obsolete public housing:

Provide replacement public housing:

Provide replacement vouchers:

\_\_\_\_\_ Other: (list below)

\_\_\_\_\_ PHA Goal: Increase assisted housing choices

Objectives:

\_\_\_\_\_ Provide voucher mobility counseling:

Conduct outreach efforts to potential voucher landlords 1. Conduct meetings two times a year with potential landlord./ 2. Through radio announce the need of units for rent.

Increase voucher payment standards/ Annually conduct rent study.

Implement voucher homeownership program: Implement the new homeownership program as soon as the final rule is approved.

\_\_\_\_\_ Implement public housing or other homeownership programs:

\_\_\_\_\_ Implement public housing site-based waiting lists:

\_\_\_\_\_ Convert public housing to vouchers:

\_\_\_\_\_ Other: (list below)

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

\_\_\_\_\_ PHA Goal: Provide an improved living environment

Objectives:

\_\_\_\_\_ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:

\_\_\_\_\_ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:

\_\_\_\_\_ Implement public housing security improvements:

\_\_\_\_\_ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)

\_\_\_\_\_ Other: (list below)

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

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

Objectives:

Increase the number and percentage of employed persons in assisted families: Through the family self-sufficient program assist 15 families to find a job.

- Provide or attract supportive services to improve assistance recipients' employability: Make alliance with the workforce Investement Act Agency (Arecibo Consortium) to provide supportive educational services to tenants.
- Provide or attract supportive services to increase independence for the elderly or families with disabilities. Make alliances with non for profit organization to obtain housing units for elderlies.
- 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: Public notices indication that housing vouchers are available regardless of race, color, religion, national origin, sex, familial status, or disability.
  - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
  - Other: (list below)

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

**Annual PHA Plan  
PHA Fiscal Year 2000**

[24 CFR Part 903.7]

**Annual Plan Type:**

**Standard Plan**

**Streamlined Plan:**

**High Performing PHA**

\_\_\_\_\_ **Small Agency (<250 Public Housing Units)**  
\_\_\_\_\_ **Administering Section 8 Only**

\_\_\_\_\_ **Troubled Agency Plan**

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

[24 CFR Part 903.7 9 (r)]

Arecibo's Municipal Housing Department/Section 8 Program main initiatives are focused on establishing effective relationships with community based nonprofit organization with the purpose of increasing and improving the rental housing supply within the municipality.

These initiatives are:

- Promote the 202 Housing Program for the elderly.
- Promote the construction of rental housing.
- Improve the landlord outreach plan in order to increase the availability of FMR units.

## **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.

### **Table of Contents**

**Annual Plan**

Page #

Executive Summary	
i. Table of Contents	1
Housing Needs	1
1. Financial Resources	4
2. Policies on Eligibility, Selection and Admissions	10
3. Rent Determination Policies	11
4. Operations and Management Policies	21
5. Grievance Procedures	25
6. Capital Improvement Needs	26
7. Demolition and Disposition	27
8. Designation of Housing	29
9. Conversions of Public Housing	30
10. Homeownership	31
11. Community Service Programs	32
12. Crime and Safety	34
13. Pets (Inactive for January 1 PHAs)	45
14. Civil Rights Certifications (included with PHA Plan Certifications)	47
15. Audit	48
16. Asset Management	49
17. Other Information	50

## Attachments

### Required Attachments:

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

## Supporting Documents Available for Review





## **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**

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)

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

No Yes

waiting list, even if generally closed? No Yes

### **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:**

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

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

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

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

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

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

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

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

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

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

\_\_\_\_ Other: (list below)

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

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

\_\_\_\_ Seek designation of public housing for the elderly

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

Other: (list below)

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

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

\_\_\_\_ Seek designation of public housing for families with disabilities

\_\_\_\_ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing

Apply for special-purpose vouchers targeted to families with disabilities, should they become available

Affirmatively market to local non-profit agencies that assist families with disabilities

\_\_\_\_ Other: (list below)

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

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

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

\_\_\_\_ Other: (list below)

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

Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units

Market the section 8 program to owners outside of areas of poverty /minority

\_\_\_\_\_ concentrations  
\_\_\_\_\_ Other: (list below)

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

**(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)

**Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

Tenant-Based Assistance

Program (including any Technical Assistance funds)

Sufficiency Grants

**resources**

### **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? (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)
- \_\_\_ 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)

a. 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**)

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

Former Federal preferences:

\_\_\_ Involuntary Displacement (Disaster, Government Action, Action of Housing

\_\_\_ Owner, Inaccessibility, Property Disposition)

\_\_\_ Victims of domestic violence

\_\_\_ Substandard housing

\_\_\_ Homelessness

\_\_\_ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

\_\_\_ Working families and those unable to work because of age or disability

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

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

4. Relationship of preferences to income targeting requirements:

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

targeting requirements

**(5) Occupancy**

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

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

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

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

**(6) Deconcentration and Income Mixing**

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

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

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

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

If selected, list targeted developments below:

\_\_\_\_ Employing new admission preferences at targeted developments

If selected, list targeted developments below:

\_\_\_\_ Other (list policies and developments targeted below)

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

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

\_\_\_\_ Additional affirmative marketing

\_\_\_\_ Actions to improve the marketability of certain developments

\_\_\_\_ Adoption or adjustment of ceiling rents for certain developments

\_\_\_\_ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing

\_\_\_\_ Other (list below)

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

\_\_\_\_ Not applicable: results of analysis did not indicate a need for such efforts

\_\_\_\_ List (any applicable) developments below:

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

\_\_\_\_ Not applicable: results of analysis did not indicate a need for such efforts

\_\_\_\_ List (any applicable) developments below:

## **B. Section 8**

### **(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

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

- X 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)

a. 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 N/A**

##### **(1) Income Based Rent Policies**

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

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

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

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

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

\_\_\_\_\_ For the earned income of a previously unemployed household member

\_\_\_\_\_ For increases in earned income

\_\_\_\_\_ Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

\_\_\_\_\_ Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

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

e. Ceiling rents

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

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

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

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

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

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

f. Rent re-determinations:

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

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

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)

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

**(1) Payment Standards**

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 903.79 (e)]

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

(select one)

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

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

### **B. HUD Programs Under PHA Management**

**C. Management and Maintenance Policies**

(1) Public Housing Maintenance and Management: (list below)

Section 8 Management: (list below)

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

### **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)

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

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:

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)

## **Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

### **Capital Fund Activities**

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

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)

**Optional 5-Year Action Plan**

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

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)

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

\_\_\_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)

Development name:

Development (project) number:

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:

**Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

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.)

**Activity Description**

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

<b>Demolition/Disposition Activity Description</b>	
i. Development name:	
j. Development (project) number:	
Activity type: <input type="checkbox"/> Demolition <input type="checkbox"/> Disposition	
Application status (select one) <input type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application	
Date application approved, submitted, or planned for submission: (DD/MM/YY)	
Number of units affected: Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
Timeline for activity: a. Actual or projected start date of activity:	

b. Projected end date of activity:

**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)]

**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.)**

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**

1. Development name:

2. Development (project) number:

Designation type:

Occupancy by only the elderly

Occupancy by families with disabilities

Occupancy by only elderly families and families with

Application status (select one)

Approved; included in the PHA's Designation Plan

Submitted, pending approval

Planned application

Date this designation approved, submitted, or planned for submission:

(DD/MM/YY)

If approved, will this designation constitute a (select one)

New Designation Plan

Revision of a previously-approved Designation Plan?

1. Number of units affected:

Coverage of action (select one)

Part of the development

Total development

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

[24 CFR Part 903.7.9 (j)]

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

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.)

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**

1. Development name:

2. Development (project) number:

What is the status of the required assessment?

- \_\_\_ Assessment underway
- \_\_\_ Assessment results submitted to HUD
- \_\_\_ Assessment results approved by HUD (if marked,

next question)

\_\_\_ Other (explain below)

\_\_\_ Yes \_\_\_ No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)

Status of Conversion Plan (select the statement that best describes the current status)

- \_\_\_ Conversion Plan in development
- \_\_\_ Conversion Plan submitted to HUD on:  
(DD/MM/YYYY)
- \_\_\_ Conversion Plan approved by HUD on:

---

\_\_\_\_\_ Activities pursuant to HUD-approved Conversion

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Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

\_\_\_\_\_ Units addressed in a pending or approved demolition application (date submitted or approved: \_\_\_\_\_)

\_\_\_\_\_ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: \_\_\_\_\_)

\_\_\_\_\_ Units addressed in a pending or approved HOPE Vialization Plan





- \_\_\_\_\_ Requirements no longer applicable: site now has less than 300 units
- \_\_\_\_\_ Other: (describe below)

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## **Homeownership Programs Administered by the PHA**

[24 CFR Part 903.79 (k)]

### **Public Housing**

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.)

#### Activity Description

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

<b>Public Housing Homeownership Activity Description</b> <b>(Complete one for each development affected)</b>	
i. Development name:	
j. Development (project) number:	
Federal Program authority:	
___	HOPE I
___	5(h)
___	Turnkey III
___	Section 32 of the USHA of 1937 (effective 10/1/99)
Application status: (select one)	
___	Approved; included in the PHA’s Homeownership

Submitted, pending approval  
 Planned application

Date Homeownership Plan/Program approved, submitted, or planned for submission:  
(DD/MM/YYYY)

5. Number of units affected:

Coverage of action: (select one)

Part of the development

Total development

## Section 8 Tenant Based Assistance

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

**High performing PHAs** may skip to component 12.)

Program Description:

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

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:

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

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[24 CFR Part 903.7 9 (l)]

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

Cooperative agreements:

\_\_\_Yes \_\_\_No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

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

---

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)

Services and programs offered to residents and participants

- Section 8 admissions policies
- Preference/eligibility for section 8 homeownership option participation

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

### **General**



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

a. Participation Description

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

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

If no, list steps the PHA will take below:

**Welfare Benefit Reductions**

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)

**PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.79 (m)]

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

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)

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

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

Which developments are most affected? (list below)

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

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)

Developments are most affected? (list below)

## **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)

Which developments are most affected? (list below)

## **Additional information as required by PHDEP/PHDEP Plan**

- 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: \_\_\_\_\_)

[24 CFR Part 903.7 9 (n)]

## **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.

## **Fiscal Audit**

[24 CFR Part 903.7 (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)?

### **PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

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?

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?

### **Other Information**

[24 CFR Part 903.7 9 (r)]

#### **Resident Advisory Board Recommendations**

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

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

\_\_\_ Attached at Attachment (File name)

\_\_\_\_\_ Provided below:

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)

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

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

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

### Description of Resident Election Process

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)

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)

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)

**Statement of Consistency with the Consolidated Plan**

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)

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

**Information Required by HUD**

**Attachments**

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

**Annual Statement**

**Table Library**

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

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23		

**Annual Statement**

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

Development Number/Name	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

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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)

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

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

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

