

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

Texarkana Housing Authority PHA Plans

**5 Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 2000**

TEXARKANA HOUSING AUTHORITY

Texarkana, Texas

**PHA Plan
Agency Identification**

PHA Name: Texarkana Housing Authority

PHA Number: TX014v05

PHA Fiscal Year Beginning: (mm/yyyy) January 1, 1999
Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

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

A. Mission

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

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

- The PHA's mission is: (state mission here)**

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing**
Objectives:
 - Apply for additional rental vouchers:**
 - Reduce public housing vacancies:**
Measure: Increase occupancy to 97% by September 30, 2000.
 - Leverage private or other public funds to create additional housing opportunities:**
Measure: Build 10 Section 8 homeownership single-family units per year from 2001-2004
 - Acquire or build units or developments**
Measure: Construct 22 elderly units in 2002
Measure: Construct 12 disabled units in 2003
 - Other (list below)**

- PHA Goal: Improve the quality of assisted housing**
Objectives:
 - Improve public housing management: (PHAS score)**
Measure: Improve score to 70 by September 30, 2000
Measure: Improve score to 75 by September 30, 2001
Measure: Improve score to 80 by September 30, 2002
Measure: Improve score to 90 by September 30, 2003

- Measure: Improve score to 95 by September 30, 2004**
- Improve voucher management: (SEMAP score)**
- Measure: Complete Rent Reasonableness**
- Measure: Complete Utility Allowance**
- Measure: Complete Quality Control for 5% of vouchers**
- Increase customer satisfaction:**
- Measure: Create a resident employment program by September 30, 2000**
- Concentrate on efforts to improve specific management functions:**
 - (list; e.g., public housing finance; voucher unit inspections)**
 - Measure: Improve staff qualifications in the areas of finance, procurement, capital funds, housing inspection resident programs, Section 8 Administration and maintenance by developing and implementing a staff training plan by June 30, 2000**
- Renovate or modernize public housing units:**
- Measure: Modernize 24 units a year using the Capital Fund. Building #9 TX14-1, Building #12 TX14-2, Building #1 TX14-3 in year 2001.**
- Demolish or dispose of obsolete public housing:**
- Provide replacement public housing:**
- Provide replacement vouchers:**
- Other: (list below)**

PHA Goal: Increase assisted housing choices

Objectives:

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

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

PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:**
- Measure: Marketing - The Housing Authority will conduct outreach in an effort to obtain and maintain a well-balanced application pool.**

Outreach efforts will take into consideration the level of vacancy Housing Authority's units, income targeting requirements, unit availability through turnover, and waiting list characteristics. The Housing Authority will assess these factors quarterly in order to determine the need and scope of the marketing effort.

- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:**
 1. **Measure: Achieve a 60/40% income mix (60% higher/40% lower income) by:**
 - Initial assessment and current occupancy**
 - **Before the start of each fiscal year, the Housing Authority will determine and compare the relative tenant incomes of each development and the incomes of the census tract in which the development is located.**
 - **Should the Housing Authority find that the percentage of families whose income are at or below 30 percent of median ("very poor families") of HUD's income limits exceeds 40% in any one development, the Housing Authority shall offer the opportunity for relocation.**
 - 2 **Maintaining deconcentration**
 - Housing Authority shall offer incentives to eligible families that would help accomplish the deconcentration and income-mixing objectives.**
- Implement public housing security improvements:**
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)**
 - Measure: Designate 130 units in one high-rise as Elderly only**
 - Other: (list below)**

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

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

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing**
Objectives:
 - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:**
Continue to implement fair housing policy and undertake affirmative measures to assisted housing regardless of race, color, religion national origina, sex, familial status, and disability for 100% of public housing.
 - 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:**
Continue to implement accessibility and reasonable accomodation for persons with all varieties of disabilities regardless of unit size required.
 - Other: (list below)**

Other PHA Goals and Objectives: (list below)

PHA Strategic Goal: Promote PHA flexibility in program performance by seeking participation in the Home Rule Flexible Grant Demonstration Program

Objectives:

- Increase the flexibility in the funding of Housing Authority programs:**
- Increase the flexibility in the number of programs that can be funded:**

PHA Strategic Goal: Provision of Resident Services

Objectives:

- Increase the number of residents who are able to receive day care services when beginning employment:**
- Increase the recreational services and programs available to children and teenagers who are residents in pulbic housing apartment complexes:**

Annual PHA Plan
PHA Fiscal Year 2000
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

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

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

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

No longer required - Final Rule dated october 21, 1999

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

Table of Contents

	<u>Page #</u>
Annual Plan	
ii. Executive Summary	
iii. Table of Contents	
1. Housing	
Needs.....	5
2. Financial	
Resources.....	16
3. Policies on Eligibility, Selection and Admissions.....	17
4. Rent Determination	
Policies.....	28
5. Operations and Management	
Policies.....	33
6. Grievance	
Procedures.....	36
7. Capital Improvement	

Needs.....	37
8. Demolition and Disposition.....	39
9. Designation of Housing.....	40
10. Conversions of Public Housing.....	41
11. Homeownership.....	42
12. Community Service Programs.....	44
13. Crime and Safety.....	46
14. Pets (Inactive for January 1 PHAs).....	48
15. Civil Rights Certifications (included with PHA Plan Certifications).....	48
16. Audit.....	48
17. Asset Management.....	49
18. Other Information.....	49

Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration (Attachment 1)
- FY 2000 Capital Fund Program Annual Statement (Attachment 2)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart (Attachment 3)
- FY 2000 Capital Fund Program 5 Year Action Plan (Attachment 4)
- Public Housing Drug Elimination Program (PHDEP) Plan (Attachment 5)
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Financial Audit

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
S ate/Local	Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
F air 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
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
P ublic Housing	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
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
P ublic housing	rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
S chedule	of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance

Applicable & On Display	Supporting Document	Applicable Plan Component
Public housing	<p>housing grievance procedures</p> <p><input checked="" type="checkbox"/> check here if included in the public housing A & O Policy</p>	Annual Plan: Grievance Procedures
N/A	<p>Section 8 informal review and hearing procedures</p> <p><input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan</p>	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
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
Included	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
Most recent	self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
X	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Source 1995-1999 Consolidated Plan, Comprehensive Housing Affordability, Strategy (CHAS) for the City of Texarkana, Texas

The City of Texarkana, Texas is located on the state line between the states of Texas and Arkansas. Texarkana is legally and physically two cities, the City of Texarkana, Texas and the City of Texarkana, Arkansas. The state line runs through the middle of the cities. The economy is based on government (Red River Army Depot), agriculture, timber, and manufacturing. The city is also the medical and retail center for northeast Texas and southwest Arkansas.

Citizen Participation

The first step in the citizen participation process was to involve the public and representatives from various agencies and institutions in the development of the Consolidated Plan. Letters were sent to 23 agencies and institutions on January 12, 1995, and 13 agency representatives attended a meeting on January 24, 1995. A public hearing, was also held on January 24, 1995, to solicit public input about the city's housing and community development needs. Public notices were published and a public hearing was conducted prior to the City Council adoption a citizen participation plan for the Consolidated Plan on March 27, 1995. On June 28, 1995, a notice was published in the Texarkana Gazette newspaper making, the public aware of two public hearings to be held about the Consolidated Plan. The notice was published on June 22, 1995 in the Guardian newspaper, a local minority-owned newspaper. Two public hearings were held on July 12, 1995, in the City Council chambers at City Hall and in the community room of Stevens Courts, a public housing development. A notice was published in the Texarkana Gazette newspaper on July 13, 1995, and on July 26, 1995, in the Guardian newspaper making the public aware of the availability of the draft of the Consolidated Plan. A 30 day public comment period extended from July 13, 1995, to August 13, 1995. On July 18, 1995, the City Council discussed the budget and projects for 1995 Community Development Block Grant funds. On August 14, 1995, following a public hearing,, the City Council approved Resolution No. 288-95 adopting, the Consolidated Plan.

Community Profile

The City of Texarkana, Texas can be characterized as a stable city as far as population change is concerned. During, the period from 1970 to 1990, the city's population increased from 30,497 to 31,656. That increase of 1, 159 people over 20 years represents an increase of only 3.8 percent. Significant changes in the racial composition of the city did occur between 1970 and 1990, with a 35 percent increase in the black population while the white population decreased from 72 percent to about 67 percent of the total population. During, the decade from 1980 to 1990 significant changes also occurred regarding the ace of the city's population. Persons in the age group under 20 years of age experienced a decrease in population of 4.3 percent. Persons from 45 to 74 years of ace decreased by 7.4 percent while the croup of persons 75 years and older experienced a substantial increase of 21.7 percent. In regard to home ownership, there has been a significant increase in renter- occupied housing, units, while the percentage of owner-occupied housing units has decreased.

A significant percentage (28 percent) of the city's households have incomes classified as very low- income, that is, 50 percent or less of the city's median household income. In 1990, 50 percent of black households, there is a disproportionate percentage of households whose income is classified as very low-income. Forty-eight percent of black households have very low incomes, compared to 19 percent of white households.

Conversely, 59 percent of white households have incomes above 95 percent of the city's median family income level but only 19 percent of black households have incomes above 95 percent of the median family income. A significant number of families, due to limited income, expend a high percentage of their income on housing costs. One of every 15 households (823 households) renting a housing unit is a very low-income household expending in excess of 50 percent of their income on housing costs. One thousand three hundred thirty-six very low-income households whose income is 30 percent or less of the city's median family income expend more than 30 percent of their income on housing costs.

Housing and Community Needs

Conditions

As a result of a substantial percentage of the city's population being low income persons, there are a number of housing problems being experienced by significant numbers of persons, including paying a high percentage of income for housing costs, residing in substandard houses, and not being able to afford the purchase of a home. Additionally, there are ever increasing numbers of elderly people age 75 years and older, in need of housing assistance.

Housing Needs

The housing needs of the citizens of the City of Texarkana, Texas include:

- Assistance for families to become homeowners instead of having to rent housing.
- Assistance in paying rent for very low-income and low-income residents who are paying a high percentage of their income on housing costs.
- Assistance to meet the housing needs of elderly persons.
- Assistance for rehabilitation of residences, both owner-occupied and renter-occupied, which are substandard and in need of repairs.
- Assistance in developing homeless shelters and transitional housing for the homeless.
- Assistance in providing supportive housing for persons with various types of disabilities.
- Assistance in the construction of new homes which are affordable for low-income persons to purchase and, through such construction, to revitalize low-income neighborhoods.

Housing Market Conditions

Currently, the supply of homes and apartments barely meets demand, causing difficulty for persons to find quality apartments or houses to rent or quality homes to buy. Another housing market characteristic is a substantial increase in the percentage of housing units which are renter-occupied. Within the city, the cost of housing varies greatly between neighborhoods. The median value of owner-occupied homes range from \$31,400 in the central section to \$199,800 in the northern part of the city. Likewise, the median rent increases sharply between the northern section (\$631 median rent) and the central section (\$167 median rent) of the city.

Affordable Housing Needs

Among the most pressing housing needs in the city is the need to reduce the housing cost for very low- and low-income families. One in 10 households (1,281 households) is a very low-income family renting a dwelling unit and spending more than 30 percent of their income on housing. One of every 15 households (823 households) is a very low-income family renting a dwelling unit and spending more than 50 percent of their income on housing. Thirty-nine percent of the households (2,006 households) residing in rental properties are renting units that have housing problems. For very low-income households who own their residences, 51 percent have housing problems and 17 percent pay more than 50 percent of their income on housing. Nine percent of renters with very low incomes are living in overcrowded housing units.

Public and Assisted Housing Needs

The public housing units as a whole are structurally sound and are in a state of reasonably good condition. During the recent lead abatement effort at Covington Homes and Stevens Courts, work was done to not only remove lead based paint but to also undertake necessary repairs to walls, plumbing and electrical.

systems, and to paint each unit. With the completion of lead abatement at Covington Homes and Stevens Courts, there is no lead paint in any of the housing, authority's family sites. Other restoration needs to be accomplished at Covington Homes, Stevens Courts, and Griff King, Courts are upgrading of electrical receptacles in bedrooms, living rooms and kitchens, and upgrading the power panels to meet the National Electric Code. Another restoration need is to replace all gas-fired water heaters with electric water heaters. The housing authority's strategy to improve the living environment of persons living, in the public housing units includes development of plans to install air conditioning in all the family sites. Laundry facilities are in the process of being, installed at Griff King Courts, Covington Homes, and Stevens Courts. Recent improvement efforts have involved the installation of picnic tables and gazebos and landscaping at the public housing sites.

Barriers to Affordable Housing

The city has not identified any public policies that serve as barriers to affordable housing and, as a result, there was no need to develop a strategy to remove or lessen negative effects of public policies.

Fair Housing

The city has certified in the Consolidated plan that it will affirmatively further fair housing, prepare an analysis of impediments to fair housing and maintain records pertaining to carrying out this objective.

Coordination

The city's main focus on activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies will be to encourage the Texarkana Housing Coordinating Board to take the initial steps in coordinating housing efforts among these agencies. At first, the Board will have to become familiar with the services and programs offered by the various housing agencies. After that initial step, the Board will have to assess areas where services and programs are adequate to meet housing, needs and where there are deficiencies in the level of services and programs that need to be addressed. The Board may have to determine where additional resources should be sought to provide more services and programs, as well as assessing, if there is duplication of effort among agencies that should be eliminated.

Housing Priorities

The city's housing priorities, as contained in the Consolidated Plan, are listed below.

- To provide financial resources to assist extremely low-income, very low- income, low-income, and moderate-income persons and families to meet their rent obligations.
- To provide financial assistance for extremely low-income, very low-income, low- income, and moderate-income persons and families to purchase new single family residences.
- To provide financial assistant to enable extremely low-income, very low- income, low-income, and moderate-income persons and families to rehabilitate their own homes.
- To provide housing, facilities to enable the elderly to live in decent housing.
- To provide financial aid to owners of rental properties to rehabilitate those properties.
- To provide financial assistance for down payment and closing costs to assist low- and moderate-income persons to become first-time homebuyers by purchasing homes.
- To provide financial assistance to enable extremely low-income, very low- income, low-income, and moderate-income persons to weatherize their own homes.

Non -Housing Community Development Priorities

Non-housing community development activities which have been given a high priority are street improvements, senior centers and youth centers, transportation services, crime awareness and crime prevention, health services, and drug and alcohol prevention services.

Anti-Poverty Strategy

The main components of the anti-poverty strategy are as follows:

- Submission of annual requests to the U.S. Department of Housing and Urban Development for an addition 50 vouchers or certificates under the Section 8 rental assistance program.
- Provision of no-interest loans to 40 very low- and low-income families to buy new houses built under the Housing Construction Program with CDBG and HOME program funds.
- Provision of down payment and closing cost assistance for 50 low income first time home buyers to purchase existing homes.
- Provision of loans or grants to 50 low- and moderate-income families to rehabilitate their own substandard homes.
- Provision of assistance through the Emergency Shelter Grant and Supportive Housing Grant programs to improve facilities for the homeless.
- Provision of no-interest or low-interest loans to owners of 100 rental units to rehabilitate their substandard rental properties.

Housing Needs of Families in the Jurisdiction							
Family Type	Overall	Afford-ability	by Family Type Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	1426	5	5	5	1	2	
Income >30% but <=50% of AMI	661	3	2	4	1	1	
Income >50% but <80% of AMI	1058	3	2	3	1	1	
Elderly	650	4	2	3	1	1	
Families with Disabilities	157	4	2	4	1	1	
White	2786	4	3	4	1	3	
African American	2600	5	4	5	1	4	
Hispanic	43	5	4	5	1	4	
Native American	10	5	4	5	1	4	
Asian/Pacific Islander	7	5	4	5	1	4	

Note: Information is not currently available for those items left blank.

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: 1995-1999

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

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	200		
Extremely low income <=30% AMI			
Very low income (>30% but <=50% AMI)			
Low income (>50% but <80% AMI)			
Singles	41	20.5	
Families with children	99	49.5	
Elderly families	11	5.5	
Families with Disabilities	49	24.5	
White	56	28.0	
African American	144	72.0	
Hispanic	0	0	

Native Americans	0	0	
Asian/Pacific Islanders	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	106	53.0	
2 BR	59	29.5	
3 BR	27	13.5	
4 BR	8	4.0	
5 BR			
5+ BR			
Housing Needs of Families on the Waiting List			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? -----			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input type="checkbox"/>	<input type="checkbox"/> Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	306		
Extremely low income <=30% AMI			
Very low income (>30% but <=50% AMI)			
Low income (>50% but <80% AMI)			
Singles	35	11.4	
Families with children	225	73.5	
Elderly families	9	2.9	
Families with	37	12.1	

Disabilities			
White	80	26.1	
African American	225	73.5	
Hispanic	1	0.4	
Native Americans			
Asian/Pacific Islanders			

Characteristics by Bedroom Size (Public Housing Only)			
1BR	93	30.4	
2 BR	116	37.9	
3 BR	80	26.1	
4 BR	17	5.6	
5 BR			
5+ BR			

<p>Housing Needs of Families on the Waiting List</p> <p>Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</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? <input type="checkbox"/> No <input type="checkbox"/> Yes</p>

C. Strategy for Addressing Needs

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

To assist the City in meeting its housing needs, the HATT has included the following initiatives and policy changes in this annual plan:

2. Shortage of affordable housing for all eligible populations 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
- Undertake measures to ensure access to affordable housing among families assisted by the HATT, regardless of unit size required
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

2. Assisting families at or below 30% and 50% of median by:

Adopt rent policies to support and encourage work

3. Assisting Families with Disabilities by:

- Carry out the modifications needed in public housing, based on the section 504 Needs
- Assessment for Public Housing
- Affirmatively market to local non-profit agencies that assist families with disabilities

4. Assisting Races or ethnicities with disproportionate housing needs by:

- Increasing, awareness of PHA resources among families of races and ethnicities with disproportionate needs by affirmatively market to races/ethnicities shown to have disproportionate housing, needs

Factors influencing the Housing Authority's selection of the strategies are:

- Funding constraints
- Staffing, constraints
- Evidence of housing, needs as demonstrated in the Consolidated Plan and other information available
- Results of consultation with local or state Government
- Results of consultation with residents and the Resident Advisory Board

The HATT has revised its Policies Governing, Eligibility, Selection, and Admissions to comply with the Quality Housing and Work Responsibility Act of 1998 and to specifically accomplish the following goals:

- Deconcentration of Poverty and Income-Mixing in Public Housing
- Intensified screening and resident selection criteria to reduce crime and to promote self-sufficiency among the public housing, residents
- Promotion of choice in rental payment to encourage higher income residents

Asset management activities during Year I of the Agency Plan are:

- Capital improvements in developments
- TX014-5, Designation to Elderly

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

Select all that apply

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

owners, particularly those outside of areas of minority and poverty concentration

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

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

Select all that apply

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

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

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

Select all that apply

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

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the

strategies it will pursue:

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year.

Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
b) Public Housing Operating Fund	1,149,562.00	
b) Public Housing Capital Fund (2000)	891,617.00	
b) HOPE VI Revitalization		
b) HOPE VI Demolition		
b) Annual Contributions for Section 8 Tenant-Based Assistance	1,502,326.00	
b) Public Housing Drug Elimination Program (including any Technical Assistance funds)	144,320.00	
b) Resident Opportunity and Self-Sufficiency Grants		
b) Community Development Block Grant		
b) HOME		

Sources	Planned \$	Planned Uses
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)	323,524.00	
3. Public Housing Dwelling Rental Income	535,481.00	
4. Other income (list below)	45,425.00	
Investment Income	9,978.00	
Non-dwelling Rental Income	1,200.00	
4. Non-federal sources (list below)		
Total resources	4,603,433.00	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number) First on list
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

Once a unit of appropriate size is available and determination of deconcentration as defined above is applied, the family is selected for occupancy and items will be verified according to the HATT's Verification Procedures to determine eligibility and qualification for admission

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)

The HATT also utilizes Tenant Tracker, a private agency, for applicant screening purposes.

(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

NA

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

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

3. Yes No: May families be on more than one list simultaneously

If yes, how many lists? ----

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

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

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

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

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public

housing (other than date and time of application)? (If “no” is selected, skip to subsection (5) Occupancy)

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

---- Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 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)**

Income Targeting. The Housing Authority may select families for admission in an order different from the order on the waiting list for the purpose of selecting relatively higher income families for residence to satisfy the income targeting requirements. For purposes of selecting families from the waiting list, the Housing Authority has elected to establish, after public notice and an opportunity for public comment, a written system of preferences for selection that is consistent with the Consolidated Affordable Housing Plan. In an effort to reduce the Housing Authority's dependency on the Federal government for rental subsidy, the Housing Authority has elected to establish the following local preferences:

Working Family An applicant family or individual whose head of the household is working minimum of twenty-five (25) hours per week will be given a priority over an applicant who is not employed. The working, family must have been employed for the past twelve (12) months and agree to remain employed during, his/her tenancy. The Housing Authority will give appropriate consideration to adjusting the minimum work hours if the family is also attending an education or job-training class. The applicants given a preference under this category are required to register with the Housing Authority's Family Self-Sufficiency Program once housed by the Authority. This preference will be limited to a maximum of fifty percent (50%) of the applicants housed within a given Housing Authority fiscal year 5 points will be given for this preference.

In-Training Family. An applicant family or individual whose head of the household is already regularly attending a bona-fide job training program, a college for a minimum of nine (9) credit hours or an adult education GED class will be given a priority.

Involuntarily Displaced Family. An applicant family involuntarily displaced as a result of a natural disaster, Government action, HUD disposition, The Housing Authority modernization/disposition, witness protection program, domestic violence/hate crimes or certain actions by the landlord will be given priority. The involuntary action must be beyond the applicant family's ability to control or prevent. If an applicant family voluntarily vacates his/her unit for personal reasons or is evicted for any lease violations, he/she will not qualify for this preference 5 points will be given for this preference.

Elderly, disabled, or displaced over other singles. The Housing Authority shall continue the statutory admissions preference of the elderly, disabled, or displaced over other singles set forth in 24 CFR 912.3 and 950.30 1 (d) of the program regulations. The Housing Authority gives preference to a family (a) whose sole member is a displaced person or (b) whose head or spouse or sole member is an elderly person or a disabled person over a single person that is not elderly, disabled, or displaced.

Applicants who have been verified as eligible to receive housing assistance will be placed on the Housing Authority's community-wide Waiting List in sequence based upon their total preference points, time and date of their applications and suitable type or size of unit needed. The Housing Authority's Local Preference system has been designed to attain HUD's goal of housing families with a broad range of incomes and avoiding concentrations of the most economically deprived families.

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:
All Developments

B. Section 8

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

(1) Eligibility

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

The HATT also utilizes Tenant Tracker, a private agency, for application screening purposes.

- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
 - Other (describe below)
Name of current landlord and current address of applicant

(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:

Extensions granted upon applicant request

(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.

1 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

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

Admissions and Continued Occupancy Policy and Procedure: The Housing Authority shall grant an exemption from payment of this minimum rent if the family is unable to pay that rent as a result of financial hardship, as described in the responsible entity's written policies.

Financial hardship. The financial hardships shall include the following: suspend the minimum rent requirement immediately, until the Housing Authority determines whether there is a qualifying financial hardship and whether the hardship is long-term.

Determination of Temporary Financial Hardship. If the Housing Authority determines that there is a qualifying hardship, but that it is temporary, the Housing Authority reinstates the minimum rent from the time of suspension. The Housing Authority will not evict the family for nonpayment of the amount of minimum rent in excess of tenant rent otherwise payable during the 90-day period beginning on the date the family requested an exemption. The Housing Authority will offer the family a reasonable repayment agreement for the amount of back rent owed.

If the Housing Authority determines there is no qualifying hardship exemption, the Housing Authority shall reinstate the minimum rent including the back payment for minimum rent from the time of suspension on terms and conditions established by the Housing Authority.

The Housing Authority recognizes that this requirement may impose severe hardships for some assisted families that have adjusted monthly incomes so low that their rental obligation is below the "minimum rent" charged. These families may be unable to pay the "minimum rent," which in turn may expose them to eviction for nonpayment. Therefore the Housing Authority shall take action to ensure that families with severe hardships are not evicted specifically as a result of their inability to pay the new minimum rents.

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

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

Other (describe below)

The following permissive deductions, to the extent these amounts have not already been deducted from the annual income or reimbursed to the family from other sources, are:

- Excessive travel expenses, in an amount not to exceed \$25 per family per week for travel related to employment, education, or training.
- An amount of a family's earned income, based on any of the following:
 - (i) All the earned income of the family;
 - (ii) The amount earned by particular members of the family;
 - (iii) The amount earned by families having certain characteristics; or
 - (iv) The amount earned by families or members during certain periods or from certain sources.
- Other deductions include but are not limited to payroll deductions, such as social security taxes and medical insurance premiums.

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

For specified general occupancy developments

- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

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

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

f. Rent re-determinations:

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

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

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

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA’s management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	590	150
Section 8 Vouchers	60	2
Section 8 Certificates	250	5
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	656	150
Other Federal Programs(list individually)		

C. Management and Maintenance Policies

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

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

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

General Administration

Travel

Reasonable Accommodation

Vehicle Policy

Personnel

Personnel

Employee Performance and Evaluation

Annual Salary Schedule

Procurement/Contract Administration

Procurement

Delegation of Procurement Authority

Financial

Capitalization

Investment and Cash Management

Uncollectable Tenant Accounts Policy (Write-Off)

Rent Collection

Repayment Policy

Insurance

Petty Cash Fund

Accounts Payable

Inventory

Disposition of Property

Socio/Economic

Minority Business Enterprises Participation

Non-discrimination Handicap and Disabled

Section 3

Record Keeping

Resident

Resident Initiatives including PHMAP-required areas

Resident Organization and Recognition

Resident Participation in Management and Program

Admissions and Occupancy

Fair Housing

Marketing

Privacy Policy

Restrictions on Assistance to Non-Citizen

- One Strike - You're Out
- Eligibility for Admission
- Waiting List Management
- Opening and Closing Waiting Lists
- Determining if the waiting list may be closed
- Removal of Applicants from the Waiting List
- Processing Applications For Admission
- Deconcentration of Poverty and Income-Mixing in Public Housing
 - Initial assessment and current occupancy
 - Maintaining deconcentration
- Interviews and Verification Process
- Screening, And Resident Selection Criteria
- Resident Selection And Assignment Policies
- Eligibility For Continued Occupancy, And Annual Recertification
- Previous Earned Income Disregard
- Procedures to Be Used in Determining Income/rent and Rent Calculation
 - Income-Based Rents
 - Flat Rents
 - Minimum Rents
 - Rent Decreases
 - Rent Increases
- Security Deposit
- Changes in Family Composition
- Effective Date of Adjustments
- Failure to Report Accurate Information
- Procedure For Establishing Retroactive Charge
- Family Choice
- Family Self-Sufficiency
- Lease Termination/Eviction Procedures
 - Record Keeping Requirements
 - Procedure For Investigating Drug-related And/or Criminal Activity
 - Notice Requirements
- Grievance Procedure
- Resident-paid Utilities
- Resident's Maintenance and Damages Charges
- Resident Police Officers
- Residents Employed by The Housing Authority
- Residents Use of The Unit For Legal Profit-making Activities
- Pet Policy
- Procedure For Disposition of Property Due to Death of Resident
- Dwelling Lease
- Record Keeping
- Maintenance**
- Preventive Maintenance

Work Order Procedures
Infestation Eradication Procedures
Unit Turn Around

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

B. Public Housing

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment 2Capital Fund Program Annual Statement

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment 4 - FY 2000 Capital Fund Program Annual Statement

-or-

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

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

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

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

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

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

Demolition/Disposition Activity Description
1a. Development name:

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

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

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

Designation of Public Housing Activity Description
1a. Development name: Robison Terrace 1b. Development (project) number: TX014-6
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/>

Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(03/01/2002)</u>
5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 130 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

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

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

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

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

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

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

2. Activity Description

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

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

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (I)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed?

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

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

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

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

(select all that apply)

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Literacy Council				Both
Texarkana Learning Center				Both
Boys & Girls Club				Both
TISD School				Both

(2) Family Self Sufficiency program/s

a. Participation Description

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

--	--	--

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

C. Welfare Benefit Reductions

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

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.79 (m)]

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

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

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

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

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

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

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

TX014-1, TX014-2, TX014-3

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

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

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

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

TX014-1, TX014-2, TX014-3

C. Coordination between PHA and the police

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)

- Police regularly testify in and otherwise support eviction cases
 - Police regularly meet with the PHA management and residents
 - Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
 - Other activities (list below)
2. Which developments are most affected? (list below)
all developments

D. Additional information as required by PHDEP/PHDEP Plan

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

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment 5 - Public Housing Drug Elimination Program (PHDEP) Plan.

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-

term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have not been addressed elsewhere in this PHA Plan?

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

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

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

- Attached at Attachment (File name)
- Provided below:

The Section 8 Resident Advisory Board met on Tuesday, July 13, 1999 and three persons were present (Kimberly Cook, Mike Tull and Teresa Johnson). Letters were sent to 15 persons inviting them to attend the meeting. The issues raised by this group are as follows:

1. Concern that landlords raise rents when property is put on the Section 8 program.
2. Concern that rent goes up when income goes up.
3. There was interest in buying a house with Section 8 assistance instead of continuing to rent a house under the program.
4. Concern that HQS standards result in houses being on the Section 8 program that are really not in great condition.
5. Concern that the Section 8 program is paying too much rent for some of the houses under the program.

Notices were sent to 40 persons about attending two separate meetings of the Public Housing Resident Advisory Board. Six persons from Robison Terrace and Williams Homes

(Charlie Pegg, Velma Davis, Dorothy Williams, Carmen Jordan, Laurene Gowans and Sarah Poole) attended a meeting Tuesday afternoon, July 27, 1999. The issues raised by this group are as follows:

- 1. Concern that Robison Terrace is not kept clean enough.**
- 2. Concern that existing stoves in Williams Homes should be replaced with new stoves.**
- 3. Preference for electric stoves instead of gas stoves.**
- 4. Need for a professional recreational staff member at the Housing Authority.**
- 5. Concern that the recreation/game room at Robison Terrace is used for smoking. There is not a**
- 6. Recommend that Robison Terrace be for elderly persons only not for elderly and disabled.**
- 7. Recommend having 24 hour a day security staff.**
- 8. Recommend that Housing Authority staff help to create more resident patrols.**
- 9. Need to have better mowing and edging done by the mowing contractor.**
- 10. Need to remove the old furnaces in Williams Homes or have the furnaces enclosed to improve the appearance of the apartment.**

Nine persons from the family sites (Berley Allgor, Bill Jones, Robert Redman, Samanthat Powell, Elzy Hurt, Versie Hooker, Ottis Roby, Cynthia Black and Beverly Griffin) attended a meeting Tuesday evening, July 27, 1999. The issues raised by this group are as follows:

- 1. Concern for overcrowding of apartments.**
- 2. Concern for poor appearance due to trash around the apartments.**
- 3. Concern tha tinstallation of air conditioning has not been completed.**
- 4. Concern with mowing contractor not picking up grass clippings and not cutting all the grass.**
- 5. Concern that apartments need to be painted.**
- 6. Concern for apartment walls deteriorating due to the age of the apartments.**
- 7. Concern with domino playing at Covington Homes.**
- 8. Concern for residents playing music and cursing in the early morning.**
- 9. Concern for mowing contractor mowing the grass at 7:30 a.m.**
- 10. Concern for pest and fire ant problem.**
- 11. Concern that persons under the age of 18 are allowed to rent apartments.**
- 12. Need to do a better job of screening applicants before renting apartments to them.**
- 13. Propose that dwelling lease have curfew for children.**
- 14. Recommend putting elderly residents with other elderly residents.**
- 15. Need for more 3 and 4 bedroom apartments.**
- 16. Need to demolish older apartment complexes.**
- 17. Need to hire more security officers so there is security 24 hour a day.**
- 18. Recommend hiring ex-military police for security officers.**
- 19. Need better insulation between apartments because you can hear people in adjacent apartments.**
- 20. Need to install carpet in apartments.**

- 21. Concern that drill team members should be screened so rouble makers are not allowed to participate.
- 22. Need to have maintenance personnel leave paperwork in the apartment showing the cost of repairs.

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

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

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

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

3. Description of Resident Election Process

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

Other (list)

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (City of Texarkana, Texas)

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)
 - Provide additional assisted housing opportunities

Other: (list below)

D. Other Information Required by HUD

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

Attachments

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

Required Attachments:

1. Admissions Policy for Deconcentration
2. FY 2000 Capital Fund Program Annual Statement
3. Recent Board Approved Operating Budget
4. PHA Management Organizational Chart
5. FY 2000 Capital Fund Program 5 Year Action Plan
6. Public Housing Drug Elimination Program Plan
7. Comments of Resident Advisory Board or Boards
8. Policies and Procedures
9. Financial Audits

Texarkana 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 TX21P01490800FFY of Grant Approval: 01/1/00

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	Operations	
3	Management Improvements	104,000.00
4	Administration	60,942.00
5	Audit	
6	Liquidated Damages	
7	Fees and Costs	83,175.00
8	Site Acquisition	
9	Site Improvement	52,706.00
10	Dwelling Structures	800,534.00
11	Dwelling Equipment-Nonexpendable	18,150.00
12	Nondwelling Structures	
13	Nondwelling Equipment	
14	Demolition	
15	Replacement Reserve	
16	Moving to Work Demonstration	
17	Relocation Costs	2,178.00
18	Mod Used for Development	
19	Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	1,121,685.00
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

Texarkana Housing Authority

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Category	Development Account Number	Total Estimated Cost
TX014-00	Test and replace portion of gas lines	1450	52,706.00
	Modernize building no. 9; consisting of (5) 2 bd. units; (4) 3 bd. units and (1) 4bdunits; including exterior of units paint trim, building (6) exterior porches; shutters for windows, gutter and downspouts and landscaping	1460	288,656.00
	TOTAL		341,362.00
TX014-00	Modernize building no.12 ; consisting of (6) 2 bd. units; and (2) 4 bd. units including exterior of units paint trim, building (5) exterior porches; shutters for windows, gutter and downspouts and landscaping	1460	249,147.00
	Purchase 30" ranges	1465	18,150.00
	TOTAL		267,297.00
TX014-00	Modernize building no.1 ; consisting of (6) 3 bd. units; including exterior of units paint trim, building (4) exterior porches; shutters for windows, gutter and downspouts and landscaping	1460	238,371.00
	Install exterior door locks	1460	24,360.00
	TOTAL		262,731.00
HA WIDE	Security	1408	84,000.00
	Resident Initiative Program	1408	10,000.00
	Training	1408	5,000.00

Computer software	1408	5,000.00
Mod. Coordinator	1410	60,942.00
A & E Services	1430	80,675.00
Sundry - advertising	1430	2,500.00
Relocation	1495	2,178.00
	TOTAL	250,295.00
	GRAND TOTAL	1,121,685.00

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)
TX014	12/31/02	12/31/03
HA WIDE	12/31/02	12/31/03

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

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
TX014-001	Covington Homes (Texarkana HA)		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Renovate the 3 buildings at Covington (30) units; Replace existing kitchen		378,628.00	2001

cabinets; install new floor tile throughout; install new flourescent lighting replace existing water closets; replace bathroom tub surround with new fiberglass including fixtures; remove existing vanities including fixtures; replace towel racks, toilet holder and mirrors, with new, remove existing gas hot water heaters and install electrical hot water heaters; upgrade electrical plugs to meet code; replace existing interior with new wood doors including all hardware; paint interior of all units; install new exterior locks ; replace existing exterior metal doors and frames .			
Renovate the 3 buildings at Covington (30) units; Replace existing kitchen cabinets; install new floor tile throughout; install new flourescent lighting replace existing water closets; replace bathroom tub surround with new fiberglass including fixtures; remove existing vanities including fixtures; replace towel racks, toilet holder and mirrors, with new, remove existing gas hot water heaters and install electrical hot water heaters; upgrade electrical plugs to meet code; replace existing interior with new wood doors including all hardware; paint interior of all units; install new exterior locks ; replace existing exterior metal doors and frames .	378,628.00	2002	
	378,628.00	2003	
Renovate the 3 buildings at Covington (30) units; Replace existing kitchen cabinets; install new floor tile throughout; install new flourescent lighting replace existing water closets; replace bathroom tub surround with new fiberglass including fixtures; remove existing vanities including fixtures; replace towel racks, toilet holder and mirrors, with new, remove existing gas hot water heaters and install electrical hot water heaters; upgrade electrical plugs to meet code; replace existing interior with new wood doors including all hardware; paint interior of all units; install new exterior locks ; replace existing exterior metal doors and frames .	378,628.00	2004	
Renovate the 3 buildings at Covington (30) units; Replace existing kitchen cabinets; install new floor tile throughout; install new flourescent lighting replace existing water closets; replace bathroom tub surround with new fiberglass including fixtures; remove existing vanities including fixtures; replace towel racks, toilet holder and mirrors, with new, remove existing gas hot water heaters and install electrical hot water heaters; upgrade electrical plugs to meet code; replace existing interior with new wood doors including all hardware; paint interior of all units; install new exterior locks ; replace existing exterior metal doors and frames .			
Total estimated cost over next 5 years	1,514,512.00		

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)
TX014-002	Stevens Court (Texarkana HA)			Renovate the 3 buildings at Stevens Court (24) units; Replace existing kitchen cabinets; install new floor tile throughout; install new flourescent lighting replace existing water closets; replace bathroom tub surround with new	305,410.00	2001

fiberglass including fixtures; remove existing vanities including fixtures; replace towel racks, toilet holder and mirrors, with new, remove existing gas hot water heaters and install electrical hot water heaters; upgrade electrical plugs to meet code; replace existing interior with new wood doors including all hardware; paint interior of all units; install new exterior locks ; replace existing exterior metal doors and frames .			
Renovate the 3 buildings at Stevens Court (24) units; Replace existing kitchen cabinets; install new floor tile throughout; install new flourescent lighting replace existing water closets; replace bathroom tub surround with new fiberglass including fixtures; remove existing vanities including fixtures; replace towel racks, toilet holder and mirrors, with new, remove existing gas hot water heaters and install electrical hot water heaters; upgrade electrical plugs to meet code; replace existing interior with new wood doors including all hardware; paint interior of all units; install new exterior locks ; replace existing exterior metal doors and frames .	305,410.00	2002	
	305,410.00	2003	
Renovate the 3 buildings at Stevens Court (24) units; Replace existing kitchen cabinets; install new floor tile throughout; install new flourescent lighting replace existing water closets; replace bathroom tub surround with new fiberglass including fixtures; remove existing vanities including fixtures; replace towel racks, toilet holder and mirrors, with new, remove existing gas hot water heaters and install electrical hot water heaters; upgrade electrical plugs to meet code; replace existing interior with new wood doors including all hardware; paint interior of all units; install new exterior locks ; replace existing exterior metal doors and frames .	305,410.00	2004	
Renovate the 3 buildings at Stevens Court (24) units; Replace existing kitchen cabinets; install new floor tile throughout; install new flourescent lighting replace existing water closets; replace bathroom tub surround with new fiberglass including fixtures; remove existing vanities including fixtures; replace towel racks, toilet holder and mirrors, with new, remove existing gas hot water heaters and install electrical hot water heaters; upgrade electrical plugs to meet code; replace existing interior with new wood doors including all hardware; paint interior of all units; install new exterior locks ; replace existing exterior metal doors and frames .			
Total estimated cost over next 5 years	1,221,640.00		

Optional 5-Year Action Plan Tables

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development		
TX014-003	Griff King (Texarkana HA)				
Description of Needed Physical Improvements or Management Improvements				Estimated Cost	Planned Start Date (HA Fiscal Year)
Renovate the 3 buildings at Griff King(20) units; Replace existing kitchen cabinets; install new floor tile throughout; install new flourescent lighting replace existing water closets; replace bathroom tub surround with new fiberglass including fixtures; remove existing vanities including fixtures;				249,925.00	2001

replace towel racks, toilet holder and mirrors, with new, remove existing gas hot water heaters and install electrical hot water heaters; upgrade electrical plugs to meet code; replace existing interior with new wood doors including all hardware; paint interior of all units; install new exterior locks ; replace existing exterior metal doors and frames .			
Renovate the 3 buildings at Griff King(20) units; Replace existing kitchen cabinets; install new floor tile throughout; install new flourescent lighting replace existing water closets; replace bathroom tub surround with new fiberglass including fixtures; remove existing vanities including fixtures; replace towel racks, toilet holder and mirrors, with new, remove existing gas hot water heaters and install electrical hot water heaters; upgrade electrical plugs to meet code; replace existing interior with new wood doors including all hardware; paint interior of all units; install new exterior locks ; replace existing exterior metal doors and frames .	249,925.00	2002	
Renovate the 3 buildings at Griff King(20) units; Replace existing kitchen cabinets; install new floor tile throughout; install new flourescent lighting replace existing water closets; replace bathroom tub surround with new fiberglass including fixtures; remove existing vanities including fixtures; replace towel racks, toilet holder and mirrors, with new, remove existing gas hot water heaters and install electrical hot water heaters; upgrade electrical plugs to meet code; replace existing interior with new wood doors including all hardware; paint interior of all units; install new exterior locks ; replace existing exterior metal doors and frames .	249,925.00	2003	
Renovate the 3 buildings at Griff King(20) units; Replace existing kitchen cabinets; install new floor tile throughout; install new flourescent lighting replace existing water closets; replace bathroom tub surround with new fiberglass including fixtures; remove existing vanities including fixtures; replace towel racks, toilet holder and mirrors, with new, remove existing gas hot water heaters and install electrical hot water heaters; upgrade electrical plugs to meet code; replace existing interior with new wood doors including all hardware; paint interior of all units; install new exterior locks ; replace existing exterior metal doors and frames .	249,925.00	2004	
	999,700.00		

Optional 5-Year Action Plan Tables

Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
HA WIDE	Texarkana Housing Authority		

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Security	84,000.00	2001
Resident Initiative Program	10,000.00	2001
Training	5,000.00	2001
Computer Software	5,000.00	2001
Mod. Coordinator	60,942.00	2001
A & E Services	80,675.00	2001
Sundry - advertising	2,500.00	2001

Relocation	2,178.00	2002
Security	84,000.00	2002
Resident Initiative Program	10,000.00	2002
Training	5,000.00	2002
Computer Software	5,000.00	2002
Mod. Coordinator	60,942.00	2002
A & E Services	80,675.00	2002
Sundry - advertising	2,500.00	2002
Relocation	2,178.00	2002
Security	84,000.00	2003
Resident Initiative Program	10,000.00	2003
Training	5,000.00	2003
Computer Software	5,000.00	2003
Mod. Coordinator	60,945.00	2003
A & E Services	80,675.00	2003
Sundry - advertising	2,500.00	2003
Relocation	2,178.00	2003
Security	84,000.00	2004
Resident Initiative Program	10,000.00	2004
Training	5,000.00	2004
Computer Software	5,000.00	2004
Mod. Coordinator	60,942.00	2004
A & E Services	80,675.00	2004
Sundry - advertising	2,500.00	2004
Relocation	2,178.00	2004
Total estimated cost over next 5 years	750,888.00	

Public Housing Drug Elimination Program

1. Assistance Instrument: <input type="checkbox"/> Cooperative Agreement <input checked="" type="checkbox"/> Grant		2. Type of Action: <input checked="" type="checkbox"/> Award <input type="checkbox"/> Amendment	
3. Instrument Number: TX21PHDEP0140100	4. Amendment Number:	5. Effective Date of Action:	6. Control Number
7. Name and Address of Recipient: Texarkana Housing Authority, TX014 P.O. Box 5766 Texarkana, TX. 75505		8. HUD Administering Office: Office of Public Housing Beaumont Office	
9. Recipient Project Manager		10. HUD Government Technical Representative	
11. Assistance Arrangement <input checked="" type="checkbox"/> Cost Reimbursement <input type="checkbox"/> Cost Sharing <input type="checkbox"/> Fixed Price		12. Payment Method <input type="checkbox"/> Treasury Check Reimbursement <input type="checkbox"/> Advance Check <input checked="" type="checkbox"/> Automated Clearinghouse	
		13. HUD Payment Office LOCCS VRS	
14. Assistance Amount:		15. HUD Accounting and Appropriation Data	
Previous HUD Amount:\$		15a. Appropriation Number: 86X0197	15b. Representative Number:
HUD Amount this action:\$151,287		Amount Previously Obligated\$	
Total HUD Amount:\$151,287		Obligated by this action\$151,287	
Recipient Amount:\$		Total Obligation\$151,287	
Total Instrument Amount:\$151,287			

16. Description:

Fiscal Year 2000 Public Housing Drug Elimination Program (PHDEP) Grant Awards

17. <input checked="" type="checkbox"/> Recipient is required to sign and return three (3) copies to the HUD administering office.	18. <input type="checkbox"/> Recipient is not required to sign this document.

18. Recipient (By Name): Housing Authority of the City of Texarkana, Texas

19. HUD (By Name):

Signature, Executive Director
Willard Franklin

Date (mm/dd/yyyy)
07/11/2000

Signature, Director of Public Housing

Date (mm/dd/yyyy)

Attachment A

BUDGET
LINE
ITEM
NO.

ACTIVITIES
APPROVED

FUNDS
APPROVED

9110	Reimbursement of Law Enforcement	\$ -0-	
9115	Special Initiative	\$ -0-	
9116	Reprogrammed Funds	\$ -0-	
9120	Employment of security Personnel	\$ 103,698.00	
9130	Employment of Investigators	\$ -0-	
9140	Voluntary Tenant Patrol \$ 5,400.00		
9150	Physical Improvements	\$ 6,626.00	
9160	Drug Prevention	\$ 34,063.00	
9170	Drug Intervention	\$ 1,500.00	
9180	Drug Treatment	\$ -0-	
9190	Other Program Cost		\$ _____
	TOTAL APPROVED AMOUNT	\$151,287.00	

Budget Information – Non-Construction Programs

OMB Approval No. 0348-0044

Section A - Budget Summary										
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance (b)	Estimated Unobligated Funds		New or Revised Budget						
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)				
Enforcement	\$	\$4,484		\$	\$	103,698	\$	103,698		
Neighborhood Watch		14,484				5,400		5,400		
Physical Improvements		14,484				6,626		6,626		
Prevention		14,484				34,000		34,063		
Totals	\$	\$		\$	\$	149,787	\$	149,787		
Section B - Budget Categories										
Object Class Categories		Grant Program, Function or Activity					Total (5)			
		(1) 9120	(2) 9140	(3) 9150	(4) 9160					
Personnel		\$	\$	64,439			\$	15,600	\$	80,039
Fringe Benefits				31,079				7,666		38,745
Travel				500				5,000		5,500
Equipment				1,000		5,000		1,797		7,797
Supplies						400		1,000		1,400
Contractual								6,626		7,626
Construction										
Other				6,680				2,000		8,680
Total Direct Charges (sum of 6a-6h)										
Indirect Charges										

Totals (sum of 6i and 6j)									
Program Income	\$	103,698	\$	5,400	\$	6,626	\$	34,063	149,787

Section A - Budget Summary		New or Revised Budget				
Grant Program Catalog of Federal Domestic Assistance Number Function or Activity (a)	(b)	Funds		Federal (e)	Non-Federal (f)	Total (g)
		Federal (c)	Non-Federal (d)			
Intervention	\$	\$4,484		\$	\$ 11,500	\$ 15,000
Total from page 1					149,787	149,787
Totals	\$	\$		\$	\$ 151,287	\$ 151,287

Section B - Budget Categories		Grant Program, Function or Activity				Total (5)
Object Class Categories	(1) 9170	(2)	(3)	(4)		
	Personnel		\$	\$	\$	\$
Fringe Benefits						
Travel						
Equipment			1,000			1,000
Supplies			500			500
Contractual						

Construction						
Other						
Total Direct Charges (sum of 6a-6h)						
Indirect Charges						
Totals (sum of 6i and 6j)						
Program Income		\$	1,500	\$	\$	\$

1,500

Section C - Non-Federal Resources						
	a. Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) Totals	
	N/A	\$	\$	\$	\$	
Total (sum of lines 8 - 11)	N/A	\$	\$	\$	\$	

Section D - Forecasted Cash Needs						
		Total for 1 st year	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter
Federal	\$	\$	\$	\$	\$	
Non-Federal		N/A				
Total (sum of lines 13 and 14)	\$	\$	\$	\$	\$	

Section E - Budget Estimates of Federal Funds Needed for Balance of the Project						
	(a) Grant Program	Future Funding Program (Years)				
		(b) First	(c) Second	(d) Third	(e) Fourth	

	\$	\$	\$	\$	
Total (sum of lines 16 and 19)	\$	\$	\$	\$	
Section F - Other Budget Information					
Direct Charges	22. Indirect Charges				
Remarks					

PHDEP BUDGET FOR YEAR 2000

Due to the City's cancellation of the contract between the Housing Authority of the City of Texarkana, Texas and the Texarkana, Texas Police Department we have had to increase the number of our security officers by three officers at this time. We would like to have five officers.

We have had to make the following line item revisions:

9110 Original budget amount of \$15,000 moved to 9120.

9130 Original budget amount of \$5,000 moved to 9120.

9160 Original budget amount of \$65,203 was reduced to \$34,063. We have one Resident Initiative Coordinator's salary now. \$31,140 moved to 9120.

9120 Original budget amount of \$45,591 is increased by \$72,558 through the above transfers and the increase in aw

Public Housing Asset Management Table

Board of Commissioners		Chief of Secretary	Resident Initiative Coord./Vacant
Willard Franklin Executive Director	Linda Mack Executive Secretary	Horace Smith	Tony Garrison Acting Sergeant

