

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

Richmond Redevelopment & Housing Authority Plans

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

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

**PHA Plan
Agency Identification**

PHA Name: Richmond Redevelopment and Housing Authority

PHA Number: VA007

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

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

City of Richmond Department of Social Services

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)

The mission of the Richmond Redevelopment & Housing Authority is to provide and preserve quality affordable housing, promote self-sufficiency, homeownership and independence among all of our housing residents, revitalize Richmond's neighborhoods and transform the quality of life to achieve common progressive goals of the Authority, the City, and our partners.

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.

SEE RRHA GOALS: 1,5,6,7,8,9,12,13,15,16

- PHA Goal: Expand the supply of assisted housing
Objectives:
 - Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: (PHAS score) 97.75%
- Improve voucher management: (SEMAP score) 110%
- Increase customer satisfaction:
- Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

- PHA 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

SEE RRHA GOALS: 2,3,6,9,10,11

- PHA Goal: Provide an improved living environment

Objectives:

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

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

SEE RRHA GOALS: 1,2,3,4,14

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

SEE RRHA GOALS: 1,2

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

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

Other PHA Goals and Objectives: (list below)

Goal 1 : Provide a variety of housing options for low- to moderate-income persons in the City of Richmond in full compliance with all Equal Opportunity laws and regulations.

Objectives:

1. Offer 5H, Nehemiah, and market-rate single family housing.
2. Utilize smaller developments, such as Dove, Fulton, and Afton to attract public housing eligible residents of various income ranges.
3. Develop non-traditional funding streams including expanding public/private partnerships.
4. Maintain public housing properties and Section 8 program.
5. Apply for additional rental vouchers, when available.

Goal 2 : Increase the level of communication between RRHA developments and adjacent neighborhoods by creating collaboratives which focus on community safety and crime reduction and services that improve the quality of life.

Objectives:

1. Develop joint meetings between tenant councils and civic associations and other neighborhood groups.
2. Facilitate joint problem solving between tenant councils and civic associations on such issues as crime, support for neighborhood schools, enhancement of city services such as lighting, trash removal.
3. Promote collaboration between public and private agencies (schools, churches, Boys and Girls Clubs, Scouts) to develop inter-systems approach to improve the quality of life in public housing.

Goal No. 3 : Empowerment of residents through their engagement as full partners in all facets of RRHA operations.

Objectives:

1. Strengthening RTO leadership through training and exposure to state and national organizations, beginning October 1, 2000.
2. Increasing individual tenant council memberships by 50% by September 30, 2001.
3. Increase resident input in decision and policymaking through empowerment.

Goal No. 4 : Focus on self-sufficiency of residents as a priority.

Objectives:

1. Increase the number of families enrolled in Family Self-Sufficiency 100% by September 30, 2001.
2. Provide support systems such as education and training, entrepreneurship to promote resident self-sufficiency and assist residents in accessing an array of supportive services.
3. Market self-sufficiency opportunities to all assisted housing residents, including seniors.
4. Provide assistance in the expansion of family opportunities which address socioeconomic, recreation, other social service needs.
5. Retain current and attract potential residents with a sufficient occupancy period to enable them to become self-sufficient.

Goal No. 5 : Institute quality assurance mechanisms to ensure that all management operations meet the highest standard.

Objectives:

1. Hire quality assurance staff by December 30, 2000.

2. Set critical performance standards for all facets of the authority's programs and monitor accordingly.
3. Routinely solicit resident feedback on service quality.
4. Maintain high quality of all units ensuring conformance to HQS through continuous improvements.
5. Maintain a high level of professionalism in day-to-day management of all program components that will lead to high Public Housing Assessment System (PHAS) scores..
6. Hire a customer service analyst by December 30, 2000.

Goal No. 6 : Provide affordable housing stock in the community available to families with extremely low incomes, identified as a primary need in the City's Consolidated Plan.

Objectives:

1. Develop partnerships to develop special financing mechanisms to assist low-income families(s) to purchase homes and (b) to assist low-income homeowners with special rehabilitation financing by September 30, 2001.
2. Enter into public/private partnerships to develop mixed finance rental property.
3. Explore the feasibility of converting public housing units to Section 8 housing in concurrence with federal initiatives.

Goal No. 7 : Strive to improve the community's perception of the Section 8 Assisted Housing Program and public housing.

Objectives:

1. Develop and implement an outreach program to prospective landlords and community organizations by June 1, 2001.
2. Utilize the Public Affairs Office to develop promotional campaign to define the positive aspects of the Section 8 Assisted Housing Program and public housing.
3. Offer two landlord briefing sessions annually to attract prospective landlords to the Section 8 Assisted Housing Program and to provide an update on program revisions and requirements to current landlords.
4. Solicit media support in promoting and publishing positive stories quarterly on public housing and its families.

Goal No. 8 : Improve the quality of work in the housing authority's maintenance division and thereby improve tenants' level of satisfaction with maintenance and management operations.

Objectives:

1. Create and implement a quality control unit by December 1, 2000.
2. Create and implement a customer satisfaction component as a part of the quality control unit by September 30, 2001.

Goal No. 9 : Strive to address the housing needs of the City of Richmond through identification of housing needs and implementation of marketing strategy.

Objectives:

1. Develop a partnership with the City of Richmond, local community development corporations, Housing Opportunities Made Equal, and private developers to prepare and implement a marketing program to attract low-, moderate-, and middle-income families to take advantage of available, affordable housing opportunities by September 30, 2001.
2. To develop mixed-income, multi-family and homeownership programs through Capital Improvement funds, CDBG, HOPE VI and Section 5H programs and seek more public funding for low and moderate-income families throughout the city.
3. Prepare application and seek community input to provide additional housing for another HOPE VI.

Goal No. 10 : Improve public awareness of the housing authority as a public service agency, which provides quality housing services to residents, and manages redevelopment efforts throughout the city.

Objectives:

1. Prepare a Communications Plan by April 30, 2001, which will include tasks, schedules, and department responsibilities to support and promote the goals, accomplishments, and the services provided by RRHA.
2. Develop a Community Relations Plan by April 30, 2001, which will include tasks, schedules, and department responsibilities to improve the image of RRHA, enhance community relations, including relations with the media, stakeholders, and citizens of Richmond, and promote the goals of RRHA.
3. Achieve a level of customer satisfaction that gives the agency the highest score possible on Public Housing Assessment System (PHAS).
4. Remove all graffiti within 24 hours of discovering it by September 30, 2001.
5. Achieve proper curb appeal for landscaping, keeping its grass cut, making the properties litter-free by January 1, 2001.
6. Become a more customer-oriented organization.

Goal No. 11 : Improve the safety of public housing communities by increasing crime reporting by residents and staff and reducing the incidence of crime.

Objectives:

1. Strengthen relationship with police department as outlined in memorandum of agreement, with emphasis on community policing.

2. Assist police with public safety campaigns by publishing and distributing flyers, regular police forums on crime and safety issues by March 30, 2001.
3. Provide select residents with telephones (police line only) to assist in crime reporting by December 31, 2000.
- 4 4. Document through database follow-up per each police report of incidents by
5 October 1, 2000.
- 6 5. Implement hotline for crime reporting by December 31, 2000.
6. Security chief to facilitate coordinated anti-crime efforts by January 1, 2001.
7. Support the Tenant Councils in reducing crime and improving communities by April 1, 2001.
8. Develop tenant patrols in all housing communities by March 31, 2001.
9. Reduce crime in its developments by 5% each year – 15% by September 30, 2004.

Goal No. 12: Make available a listing offering a wide variety of housing options to participants in the tenant –based Section 8 Housing Assistance Program.

Objectives:

1. Develop a demonstration homeownership program for Section 8 participants by January 1, 2002.
2. Maintain a lease-up rate no lower than 85% in the Section 8 Tenant-Based Housing Program.
3. Conduct inspections of all initial units within 3-5 days following the units being called in ready.
4. Improve program management to attain a high Section Eight Management Assessment Program (SEMAP) score.

Goal No. 13: Maintain the PHA’s physical assets in a manner that results in good physical condition scores on HUD’s PHAS inspection.

Objectives:

1. Supplement the interior Preventive Maintenance Program (PM Program) with an exterior Preventive Maintenance crew by October 1, 2001 (subject to Capital Improvement Funding).
2. Revise the Preventive Maintenance Program’s operation to allow for an additional mini-Preventive Maintenance by April 1, 2001.

Goal No. 14: Market resident services programs and opportunities to increase the level of awareness of all residents by March, 2001.

Objectives:

1. Promote programs and meetings monthly with flyers.
2. Sample resident population to determine level of awareness of programs between September and November, 2000.
3. Utilize tenant patrols to publicize programs.

4. Utilize public affairs to develop a promotional campaign to promote awareness of resident services program by March 2001.
5. Utilize Family Self-Sufficiency (FSS) newsletter.
6. Support the Tenant Councils in increasing the level of awareness of all residents about services and programs.

Goal No. 15 : Ensure RRHA remains fiscally responsible.

Objectives:

1. Review all program areas for duplication of effort by September 30, 2001.
2. Improve daily cash forecasting and cash management activities by September 30, 2000.
3. Create a comprehensive budget strategy, implementation schedule and management reporting system by December 15, 2000.
4. Implement full project-based accounting in three developments by September 30, 2001.
5. Develop five-year revenue and expense forecasts by April 15, 2001.

Goal No. 16 : Improve system for purchase and distribution of materials and supplies.

Objectives:

1. Implement a central warehouse operation by October 1, 2001, to lower cost of materials and materials handling.

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.

Richmond Redevelopment and Housing Authority (RRHA) was designated a "High Performer" based on the U. S. Department of Housing and Urban Development (HUD) Public Housing Management Assessment Program (PHMAP) scores for FY 1998. This designation, in part, was due to the advanced status of physical redevelopment, financial management and tenant initiatives currently in place and being implemented within RRHA. Thus, because of our "High Performer" designation, there are some parts of the Agency Plan which are not required to be implemented by RRHA.

Therefore, RRHA was pleased to engage in QHWRA planning as required by HUD. RRHA considers it a continuation of a process we have used in our Comprehensive Grant Program' process which is deemed essential to the success of our program. Many of the changes reflected in the QHWRA and the Agency Plan are responses to congressional mandates which compliment the changes RRHA implemented earlier- local options that are designed to encourage families to prefer employment. (Local preferences in admissions policy and \$1,000 or 10% employment income exclusion are designed for deconcentration and promote upward mobility and self-sufficiency of families.)

During the planning process under QHWRA, RRHA has identified the needs in the community and with the development of the Agency Plan RRHA has worked closely with the City of Richmond and the Resident Advisory Board in designing our plan to effectively respond to these needs. The Authority considers the planning process under QHWRA a continuation of an on-going and unique effort to identify needs in the community and to respond effectively to those needs. The Authority will continue to work closely with the City, our residents, other stakeholders and partners to refine these Agency Plans and to implement the plans as they are approved.

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	
i. Executive Summary	1
ii. Table of Contents	2
1. Housing Needs	6
2. Financial Resources	15
3. Policies on Eligibility, Selection and Admissions	17
4. Rent Determination Policies	28
5. Operations and Management Policies	33
6. Grievance Procedures	35
7. Capital Improvement Needs	36
8. Demolition and Disposition	75
9. Designation of Housing	76
10. Conversions of Public Housing	77
11. Homeownership	79
12. Community Service Programs	81
13. Crime and Safety	83
14. Pets (Inactive for January 1 PHAs)	85
15. Civil Rights Certifications (included with PHA Plan Certifications)	85
16. Audit	85
17. Asset Management	86

18. Other Information	86
19. Substantial Deviation and Significant Amendment or Modification	98

Attachments

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

Required Attachments:

- Attachment C - Admissions Policy for Deconcentration (included in template Plan attachment section, page 102)
- Attachment E - FY 2000 Capital Fund Program Annual Statement (included in (table) template, page 37)
- 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 F - FY 2000 Capital Fund Program 5 Year Action Plan (included in (table) template, page 48)
- Attachment D - Public Housing Drug Elimination Program (PHDEP) Plan (included in template Plan attachment section, page 104)
- Attachment G - Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (included in template Plan text, page 87)
- Other (List below, providing each attachment name)
 - Attachment A - Follow-up Plan to the Resident Survey (included in template Plan attachment section, page 99)
 - Attachment B - Cockroach Infestation Policy (included in template Plan attachment section, page 101)

Supporting Documents Available for Review

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

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
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;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
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
X	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
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention

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

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

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

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	14,056	5	5	3	2	3	5
Income >30% but <=50% of AMI	7,889	3	1	2	2	2	2
Income >50% but <80% of AMI	9,715	2	1	1	2	1	2
Elderly	8,074	5	3	2	2	1	4
Families with Disabilities	28,566	5	5	5	5	5	5
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 1999-2000, 1995 (includes 5-year plans)
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset 1990
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

Claritas Market Trend Report (Includes 2004 Projection)
Analysis of Impediments to Fair Housing in the Richmond Metropolitan Area (1996)

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 checked="" type="checkbox"/>	Section 8 tenant-based assistance		
<input 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	1,155		276
Extremely low income <=30% AMI	984	85%	
Very low income (>30% but <=50% AMI)	82	7%	

Housing Needs of Families on the Waiting List			
Low income (>50% but <80% AMI)	89	8%	
Families with children			
Elderly families	41	4%	
Families with Disabilities	45	4%	
White	6	.5%	
Black	1,146	99%	
Asian	1	.08%	
Hispanic	2	.07%	

Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)? 72 Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

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	2,372		
Extremely low income <=30% AMI	2,282	96%	
Very low income (>30% but <=50% AMI)	52	2%	
Low income (>50% but <80% AMI)	38	2%	

Housing Needs of Families on the Waiting List			
Families with children			
Elderly families	113	5%	
Families with Disabilities	43	2%	
White	71	3%	
Black	2,286	96%	
Asian	4	.17%	
Hispanic	11	.46%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	1006	42.4%	
2 BR	881	37.1%	
3 BR	413	17.4%	
4 BR	55	2.3%	
5 BR	4	.16%	
5+ BR	13	.54%	
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			

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.

The population of Richmond has declined by 7% from 219,214 to 203,056 between 1980 and 1990 (Census Data). Married couple households with school-age children have moved in large numbers from the city and the rapid growth of the surrounding counties have resulted in a concentration of the poor, especially minorities in the City's boundaries. Richmond's population in 1990 was 55% black, 43% white and 2% other ethnic groups.

In 1990, low-income households made up 54% of the population, but for the metropolitan area 63% of all poor people lived in Richmond. However, the population of the city constituted only 23% of the metropolitan area population.

Despite a decrease in the population, the number of housing units in the City increased by 2,614 units between 1980 and 1990. Out of a total of 94,141 units in 1990, 85,337 were occupied, 46% owner occupied and 54% renter occupied. However, 30% or 28,242 of the total housing units were constructed prior to 1939, many are in need of repair with 13% or 12,521 being substandard. Within the extremely low-income group, 78% are renters with 70% paying more than 30% of their income for housing and 30% paying over 50% of their income. Thirty-five (35%) of Richmond's households (85,337) are experiencing some type of housing problem due to overcrowding, inadequate units and cost-burdens. The growth in female-headed households and single person households have contributed to an increased demand for multi-family rental housing, especially low-cost and assisted housing. Since 54% of the overall housing stock is rental, the city's primary housing need is for homeownership opportunities for renters who need special assistance with the downpayment, closing costs, and other obstacles to move into homeownership. A tremendous demand exists for affordable housing and support services for the homeless, the elderly, persons with physical and mental disabilities and a regional continuum of housing with supportive services for persons with HIV/AIDS.

As a result of the above circumstances, the City's priorities are:

1. Homeownership Opportunities – To develop and strongly support programs which will provide rehabilitation and assistance to low- and moderate-income homeowners, and which provide homeownership opportunities for all ranges of income, especially for those earning at or below 80% of the Area Median Family Income.
2. Decent and Affordable Rental Housing – To develop and support activities which provide decent and affordable rental housing for all income ranges, especially for low- and

moderate-income residents.

3. Housing for Persons with Special Needs – To continue to support safe and affordable housing opportunities and necessary support services to special needs populations, including the elderly, persons with disabilities, the homeless and persons with HIV/AIDS throughout the Richmond metropolitan area.

The outlook for the development of quality, affordable rental housing is dependent on tax incentives for investors and on increased rental subsidies and programs from HUD.

Richmond Redevelopment and Housing Authority will be supportive of the City's priorities by focusing upon a strategy that emphasizes the development of homeownership opportunities, decent and affordable rental housing to serve families as they become self-sufficient and housing for persons with special needs who can live independently.

The RRHA Agency Plan is consistent with the Consolidated Plan of the City of Richmond as evidenced by several goals identified in the five-year plan, and strategies and proposed activities of the annual plan:

1. Specifically, RRHA will focus upon homeownership opportunities by developing partnerships to establish special financing mechanisms to assist low-income families to purchase homes and assist low-income homeowners with special rehabilitation financing. RRHA will implement affordable housing opportunities and develop mixed-income programs through HOPE VI, Section 5H, Nehemiah, and market-rate single family housing. A demonstration homeownership program for Section 8 participants will be developed. The proposed activities for Randolph/Idlewood for homeownership opportunities, and the Small House Program-Maymont for transitional housing for qualified public housing families and homeownership opportunities to develop a mixed-income community will be considered with the support of the community and partners. Proposed demolition and disposition

activities have been removed from the Annual Plan due to resident opposition.

2. Additional goals are consistent with the Consolidated Plan's priority for decent and affordable rental housing. Through goals that focus upon providing a variety of housing options for low- to moderate income persons, the development of non-traditional funding streams including expanding public/private partnerships to develop mixed finance rental property and distributing listings that will expand housing options to tenant-based Section 8 participants, RRHA will support the city's priority. RRHA will continue to maintain public housing and the Section 8 program .and undertake measures to ensure access to affordable housing among families assisted by RRHA.
3. The priority for housing for persons with special needs will be addressed through housing and services that are provided for the elderly and disabled who are able to live independently. However, a major goal of the Agency Plan focuses upon self-sufficiency as a priority to provide referrals to support systems such as education and training, socioeconomic, recreation and other social service needs. RRHA will carry out modifications needed in public housing based on Section 504 Needs Assessment and affirmatively market to non-profit agencies that assist families with disabilities.

(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)

Transportation and medical insurance cost would be considered as an exclusion.

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) Pursue feasibility and funding opportunities for conversion to assisted living program for qualified elderly and disabled.

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)		
a) Public Housing Operating Fund	13,522,917	
b) Public Housing Capital Fund	7,400,000	
c) HOPE VI Revitalization	26,964,119	
d) HOPE VI Demolition	(2,025,868 Included in HOPE VI Revitalization-linec)	
e) Annual Contributions for Section 8 Tenant-Based Assistance	13,198,023	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	973,896	
g) Resident Opportunity and Self- Sufficiency Grants	-0-	
h) Community Development Block Grant	-0-	
i) HOME	-0-	
Other Federal Grants (list below)	-0-	
2. Prior Year Federal Grants (unobligated funds only) (list below)	7,411,768	In accordance with application
3. Public Housing Dwelling Rental Income	8,468,000	Facility Maintenance
4. Other income (list below)	206,000	Program Support
Investment Income	458,000	Program Support
4. Non-federal sources (list below)		
City of Richmond	9,094,227	Community Development Projects

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Total resources	87,696,950	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

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

When applicable number comes up on waiting list for specific family.

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

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

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

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

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

(2) Waiting List Organization

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

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

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

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

PHA Administrative Office Annex

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

1. How many site-based waiting lists will the PHA operate in the coming year? 7

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? 7

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

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)

Tenant Selection Office

(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:

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

Other preferences (select all that apply)

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

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

Richmond Redevelopment and Housing Authority Preferences

These preferences are established, in the following order, for the selection of families:

1. Involuntarily displaced.
2. Working families paying more than 50 percent of their income for rent **and** living in substandard housing as defined by the City Code Enforcement Office (disabled, handicapped, and elderly families will be given priority in this category without the work requirement.
3. Working families paying more than 50 percent of their income for rent **or** living in substandard housing as defined by the City Code Enforcement Office (disabled, handicapped, and elderly families will be given priority in this category without the work requirement.
4. Families who are paying more than 50 percent of their income for rent **and** living in substandard housing as defined by the City Code Enforcement Office.
5. Families who are paying more than 50 percent of their income for rent **or** living in substandard housing as defined by the City Code Enforcement Office.
6. Working individuals who are paying more than 50 percent of their income for rent **and** living in substandard housing as defined by the City Code Enforcement Office (disabled, handicapped, and elderly families will be given priority in this category without the work requirement).
7. Working individuals who are paying more than 50 percent of their income for rent **or** living in substandard housing as defined by the City Code Enforcement Office (disabled, handicapped, and elderly families will be given priority in this category without the work requirement).
8. None of the above.

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

- The PHA-resident lease

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

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

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

(6) Deconcentration and Income Mixing

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

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

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

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

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

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

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

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

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

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

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

B. Section 8

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)

Income Requirement

- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
- Other (describe below)

Eviction; Damage to rental units

(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)

PHA Main Administrative Office Annex

(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:

Extenuating circumstances such as hospitalization or family emergency for an extended period of time which has affected the family's ability to find a unit within the initial sixty-day period. Verification is required.

The Authority is satisfied that the family has made a reasonable effort to locate a unit, including seeking the assistance of the Authority, throughout the initial sixty-day period. A completed search record is required.

The family was prevented from finding a unit due to disability accessibility requirements or large size (3 and above) bedroom unit requirement. The Search Record is part of the required verification.

The Authority extends in one-month increments. Unless approved by the assistant director for assisted housing or the leased housing program manager, no more than 1 extension of 30 days or less will be granted and never for a total of more than an additional sixty days.

(4) Admissions Preferences

a. Income targeting

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

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance?

(other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

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

Former Federal preferences

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

- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

Richmond Redevelopment and Housing Authority Preferences

These preferences are established, in the following order, for the selection of families:

1. Involuntarily displaced.
2. Working families paying more than 50 percent of their income for rent **and** living in substandard housing as defined by the City Code Enforcement Office (disabled, handicapped, and elderly families will be given priority in this category without the work requirement.
3. Working families paying more than 50 percent of their income for rent **or** living in substandard housing as defined by the City Code Enforcement Office (disabled, handicapped, and elderly families will be given priority in this category without the work requirement.
4. Families who are paying more than 50 percent of their income for rent **and** living in substandard housing as defined by the City Code Enforcement Office.
5. Families who are paying more than 50 percent of their income for rent **or** living in substandard housing as defined by the City Code Enforcement Office.
6. Working individuals who are paying more than 50 percent of their income for rent **and** living in substandard housing as defined by the City Code Enforcement Office (disabled, handicapped, and elderly families will be given priority in this category without the work requirement).
7. Working individuals who are paying more than 50 percent of their income for rent **or** living in substandard housing as defined by the City Code Enforcement Office (disabled, handicapped, and elderly families will be given priority in this category without the work requirement).
8. None of the above.

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:

Hardship Exemption Policy - Long/short-term hardship can include temporary or permanent loss of income, death of family member with wages, with supporting documentation.

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:

a. Flat rent or 30% option - family's choice.

b. Minimum rent (\$50) will be assessed based on proven need or circumstances.

Flat Rent Schedule

Bedroom Size	0	1	2	3	4	5	6
Rents	380	409	440	473	509	547	588

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 (**any amount up to \$1,000 a year/household**)
- 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 (**not more than \$25/week**)
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

Child Support; 10% deduction of earned income up to \$1,000.

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)
U. S. Department of Housing and Urban Development - published FMRs (Fair Market Rents)

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)

Hardship Exemption Policy in Section 8 Administrative Plan

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)

Information available for public review in RRHA Admissions and Continued Occupancy Policy and Section 8 Administrative Plan and other supporting documentation for the Agency Plan.

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

C. Management and Maintenance Policies

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

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

(2) Section 8 Management: (list below)

7. 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.

Available in Agency Plan supporting documentation.

A. Public Housing

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

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- PHA main administrative office
 - PHA development management offices
 - Other (list below)

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

Attachment E

PHA Plan Table Library

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

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number FFY of Grant Approval: (10/2000)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	425,645
3	1408 Management Improvements	372,000
4	1410 Administration	490,000
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	119,350
8	1440 Site Acquisition	
9	1450 Site Improvement	1,067,500
10	1460 Dwelling Structures	3,377,064
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	68,000
13	1475 Nondwelling Equipment	51,000
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	600,000
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	6,570,559
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	308,000
24	Amount of line 20 Related to Energy Conservation Measures	822,064

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
VA 7-1 Gilpin Court	Replace Gas Lines	1450	80,000
	Tree Pruning	1450	20,000
	Replace Clotheslines	1450	5,000
	Upgrade Interior Wiring	1460	200,000
	Replace Prime Doors	1460	300,000
	Upgrade Interior Light Fixtures	1470	25,000
	Remove Boiler Storage Tanks	1470	50,000
	Total VA 7-1		680,000
VA 7-2 Gilpin Court Extension	Repaint Building Exteriors	1460	150,000
	Replace Sill Cocks	1460	50,000
	Upgrade Interior Light Fixtures	1460	80,000
	Replace Steps at Rear	1460	280,000
	Total VA 7-2		560,000
VA 7-4 Hillside Court	Repair Sidewalks	1450	5,000
	Replace Soffit	1460	20,000
	Replace Hot water Lines in Attics	1460	120,000
	Install Drain in Maintenance Shop	1470	8,000
	Upgrade Lighting in Maintenance Shop	1470	2,000
	Replace Sill Cocks	1460	40,000
	Replace Building Exterior Lights	1460	50,000
	Replace Clotheslines and pads	1450	30,000
	Interior Electric	1460	51,000
	Total VA 7-4		326,000
VA 7-5 Creighton Court	Replace Cold Water Cut Offs	1450	75,000
	Replace Sill Cocks	1460	55,000
	Replace Clotheslines and Pads	1450	60,000
	Interior Electric	1460	107,000
	Total VA 7-5		297,000
VA 7-6 Whitcomb Court	Replace Sill Cocks	1460	50,000
	Replace Clotheslines and Pads	1450	90,000
	Total VA 7-6		140,000

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
VA 7-7 Fairfield Court	Replace Soffit	1460	25,000
	Replace Sill Cocks	1450	50,000
	Install Cleanouts for Laterals	1450	70,000
	Replace Clotheslines	1450	165,000
	Total VA 7-7		310,000
VA 7-8 Mosby Court	Repair Porch Stoops	1460	80,000
	Install Boiler Room Cages	1460	10,000
	Replace Boiler Room Doors	1460	12,000
	Replace Clotheslines	1450	165,000
	Digital Controls - HVAC	1460	289,064
	Total VA 7-8		556,064
VA 7-9 North Scattered Sites	Replace fencing	1450	30,000
	Replace Sill Cocks	1460	50,000
	Upgrade Handrails	1460	15,000
	Preventive Maintenance on Sewers	1450	10,000
	Upgrade Electrical Services	1460	400,000
	Repair Wood Molding Around Doors	1460	80,000
VA 7-9 1202 N. 1 st Street	Replace Clothes Dryer	1475	30,000
	Total VA 7-9		30,000
VA 7-9 1200 Decatur	Upgrade Parking at Rear	1450	5,000
	Install Security Cameras	1460	10,000
	Install Emergency Lights and Horns	1460	30,000
	Total VA 7-9		45,000
VA 7-10 Small House Program	Pipe and Foundation Insulation	1460	75,000
	Total VA 7-10		75,000

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
VA 7-10 2700 Idlewood	Upgrade Security Camera	1460	8,000
	Replace Emergency Lights and Horns	1460	25,000
	Replace Storm Windows	1460	40,000
	Replace Floor Tile in Hallways	1460	30,000
	Replace Lobby Furniture	1475	15,000
	Total VA 7-10		118,000
VA 7-12 Dove Court	Replace Storage Room Doors	1460	10,000
	Replace Handrails	1460	50,000
	Total VA 7-12		60,000
VA 7-16 Used House Prog.	Roof Replacement	1460	35,000
	Replace Storm Doors	1460	30,000
	Replace Fencing at Rear	1450	2,000
	Total VA 7-16		67,000
VA 7-17 Overlook/Mimosa	Upgrade Parking at Rear	1450	8,000
	Total VA 7-17		8,000
VA 7-18 20 th Stonewall	Exterior Storage Sheds	1470	8,000
	Replace Lobby Furniture	1475	6,000
	Total VA 7-18		14,000
VA 7-19 700 S. Lombardy	Replace Shop Overhead Door	1460	2,000
	Replace Carpet in Hallway	1460	35,000
	Replace Siding, Trim and Gutters	1460	100,000
	Replace Window Blinds & Drapes	1460	8,000
	Total VA 7-19		146,500
VA 7-20 Randolph Family	Install Building Exterior Lighting	1460	15,000
	Window Replacement	1460	250,000
	Remodel Bathrooms	1460	200,000
	Total VA 7-20		465,000

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
VA 7-21 Fulton Family	Repair Sprinkler System Total VA 7-21	1450	10,000 10,000
VA 7-22 1611 4 th Avenue	Upgrade Fire Alarm System Kitchen Cabinet Replacement Total VA 7-22	1460 1460	25,000 150,000 175,000
VA 7-23 Afton Avenue	Install Building Exterior Lights Total VA 7-23	1460	18,000 18,000
VA 7-24 Bainbridge-Stovall Place	Upgrade Clotheslines Upgrade Building Exterior Lights Total VA 7-24	1460 1460	8,000 7,000 15,000
VA 7-24 Bainbridge-Fox Manor	Replace Fence in Front Repair Drive Parking Lot Total VA 7-24	1450 1450	8,000 5,000 13,000
	Total Physical Improvements		4,563,564
Management Improvements	PHA WIDE		
	Resident Business Enterprise Development Program	1408	100,000
	Comprehensive Leadership Development Training for Residents	1408	32,000
	Community Safe Neighborhood Crime Prevention Program	1408	175,000
	Management Improvement Coordinator	1408	65,000
	Total MIP		372,000

--	--	--	--

Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
Operations	PHA WIDE Total Operations	1406	425,645 425,645
A&E Fees and Cost	A/E Services Total A&E Fees	1430	119,350 119,350
Administration	Technical and Non Technical Salaries Total Administration	1410	490,000 490,000
	Total Program Budget		6,570,559

--	--	--	--

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)
VA 7-1 Gilpin Court	March - 2002	Sept - 2003
VA 7-2 Gilpin Court Extension	March - 2002	Sept - 2003
VA 7-4 Hillside Court	March - 2002	Sept - 2003
VA 7-5 Creighton Court	March - 2002	Sept - 2003
VA 7-6 Whitcomb Court	March - 2002	Sept - 2003
VA 7-7 Fairfield Court	March - 2002	Sept - 2003
VA 7-8 Mosby Court	March - 2002	Sept - 2003
VA 7-9 North Scattered	March - 2002	Sept - 2003
VA 7-9 1202 N. 1 st Street	March - 2002	Sept - 2003

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)
VA 7-9 1200 Decatur	March - 2002	Sept - 2003
VA 7-10 Small House Prog.	March - 2002	Sept - 2003
VA 7-10 2700 Idlewood	March - 2002	Sept - 2003
VA 7-12 Dove Court	March - 2002	Sept - 2003
VA 7-16 Used House Prog.	March - 2002	Sept - 2003
VA 7-17 Overlook/Mimosa	March - 2002	Sept - 2003
VA 7-18 20 th Stonewall	March - 2002	Sept - 2003
VA 7-19 700 S. Lombardy	March - 2002	Sept - 2003
VA 7-20 Randolph Family	March - 2002	Sept - 2003

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)
VA 7-21 Fulton Family	March - 2002	Sept - 2003
VA 7-22 1611 4 th Avenue	March - 2002	Sept - 2003
VA 7-23 Afton Avenue	March - 2002	Sept - 2003
VA 7-24 Bainbride-Stovall Place	March - 2002	Sept - 2003
VA 7-24 Bainbridge-Fox Manor	March - 2002	Sept - 2003

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)
Resident Business Enterprise	March - 2002	Sept -2003
Community Leadership Training	March - 2002	Sept -2003
Community Crime Prevention	March - 2002	Sept -2003
MIP Coordinator	March - 2002	Sept -2003
A/E Services	March - 2002	Sept -2003

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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

-or-

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

See next page.

Attachment F

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

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

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-1	Gilpin Court	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Landscaping		25,000	2001
Replace Boilers		1,737,314	2001
Swimming Pool Room Air Conditioning		75,000	2001
Repave Parking at Central Administration Building		10,000	2002
Calhoun Community Center HVAC		150,000	2002
Stair Treads		20,000	2002
Landscaping		100,000	2003
HVAC		2,020,000	2003
Re-roofing Flat Roofing at 918 Office Building		100,000	2003
Total estimated cost over next 5 years		4,237,314	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-2	Gilpin Court Extension	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Exterior Paint		168,000	2001
Upgrade Electrical Panels		219,300	2001
Roof Shingles		192,000	2001
Replace Flat Traps		25,000	2001
Caulk and Seal Windows		30,420	2001
Landscaping		200,000	2001
Replace A/C at Central Office		100,000	2001
Painting Exterior Walls/Soffits		41,209	2002
Tree Pruning		50,000	2002
Paint, Caulk and Seal Windows		90,000	2002
Stair Treads		20,000	2002
HVAC (Boiler Controls)		10,000	2002
Total estimated cost over next 5 years		1,145,929	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-4	Hillside Court	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Foundation Stabilization		100,000	2001
Replace Boilers (HVAC)		230,000	2001
Landscaping		50,000	2001
Install Interior Stair Treads		30,000	2001
Digital Controls (HVAC)		165,000	2001
Repair/Replace Siding and Soffits		210,000	2002
Repave Parking		10,000	2002
HVAC/Electrical		67,000	2002
HVAC Boilers and Boiler Controls		200,000	2002
Tree Pruning		20,000	2002
Replace Prime Doors		100,000	2002
Bathroom Traps		150,000	2002
Landscaping		400,000	2003
HVAC (risers)		223,305	2003
Foundation Settlement		46,500	2004
Replace Laterals (exterior Cleanouts)		70,000	2004
Replace Hot Water Lines in Attics		400,000	2004
Total estimated cost over next 5 years		2,471,805	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-5	Creighton Court	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Repair/Replace Outside Cold Water Lines		12,000	2001
Replace/Cover Fascia		25,200	2001
Install Interior Stair Treads		30,000	2001
Landscaping		100,000	2001
Repair Siding		60,000	2002
Tree Pruning		40,000	2002
HVAC and Boiler Controls		30,000	2002
Replace Prime Doors		100,000	2002
Landscaping		400,000	2003
HVAC (replace risers)		279,355	2003
Remove Gas Meters Inside Units		75,000	2004
Replace Screen Doors		155,000	2004
Replace Laterals (exterior cleanouts)		130,000	2004
Foundation Settlement		25,000	2004
Replace Back Porch Roofs		130,000	2004
Replace Roof Shingles		546,000	2004
Total estimated cost over next 5 years		2,137,555	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-6	Whitcomb Court	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Fascia and Soffits		96,000	2001
Replace Interior Handrails		88,000	2001
Install Interior Stair Treads		30,000	2001
Landscaping		75,000	2001
Repair/Replace Siding and Soffits		20,000	2002
Replace Prime Doors		100,000	2002
Replace Front Doors		1,341,000	2002
HVAC/Electric and Boiler Controls		134,000	2002
Tree Pruning		40,000	2002
Install Steel Fencing		30,000	2002
Landscaping		400,000	2003
HVAC (replace risers)		248,033	2003
Replace Screen Doors		200,000	2004
Primary Electric (Poles, transformers, etc)		150,000	2004
Foundation Settlement		150,000	2004
Landscaping (wall repair)		50,000	2004
Repave Maintenance Shop Parking Area		10,000	2004
Install Dumpster Landing		30,000	2004
Resurface Basketball/Tennis Courts		15,000	2004
Total estimated cost over next 5 years		3,207,033	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-7	Fairfield Court	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Install Interior Stair Treads		30,000	2001
Boiler Controllers		315,000	2001
Landscaping		20,000	2001
Repair/Replace Siding and Soffits		230,000	2002
Tree Pruning		40,000	2002
HVAC		200,000	2002
Landscaping		400,000	2003
HVAC (replace risers)		248,033	2003
Replace Roof Shingles		59,000	2004
Replace Boiler Room Roofing		30,000	2004
Replace Laterals (exterior clean outs)		126,000	2004
Replace Siding and Soffits		255,000	2004
Replace Screen Doors		135,000	2004
Total estimated cost over next 5 years		2,088,033	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-8	Mosby Court	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Install Floor Tile		446,000	2001
Install Interior Stair Treads		30,000	2001
Replace Hot Water Heater (HVAC)		122,250	2001
Repair/Replace Siding and Soffits		20,000	2002
Landscaping		400,000	2003
HVAC (replace risers)		247,483	2003
Major Tree Pruning and Removal		60,000	2004
Replace Screen Doors		175,000	2004
Replace Laterals		90,000	2004
Foundation Settlement		100,000	2004
Total estimated cost over next 5 years		1,690,733	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-9	North Scattered Sites	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Install Interior Stair Treads		30,000	2001
Replace Boiler Pumps		109,500	2001
Repair/Replace Siding and Soffits		20,000	2002
Floor Tile in Bedroom Areas		80,000	2004
Landscaping		80,000	2004
Replace Screen Doors		125,000	2004
Total estimated cost over next 5 years		444,500	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-9	1202 N. 1 st Street	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
HVAC		300,000	2002
HVAC (Switch Gears)		20,000	2003
Total estimated cost over next 5 years		320,000	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-9	1200 Decatur	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Unit Entrance Doors		12,000	2002
Total estimated cost over next 5 years		12,000	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-10	Small House Program	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Gutters		37,000	2001
Repair/Replace Roofs		50,000	2001
Landscaping		10,000	2001
Re-roofing		30,000	2002
Replace Storm Doors		39,000	2004
Major Tree Pruning		35,000	2004
Total estimated cost over next 5 years		201,000	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-10	2700 Idlewood Avenue	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Paint Exterior		5,000	2001
Floor Tile		12,000	2001
Kitchen Remodeling		60,000	2001
Replace Lavatory Faucets		1,800	2001
Update Fire Alarm System		19,000	2004
Paint Exterior Window Trim		37,600	2004
Fiber Coat Flat Roof		3,000	2004
Total estimated cost over next 5 years		138,400	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-12	Dove Court	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Hot Water Heaters		35,250	2001
Landscaping		25,000	2001
HVAC –(Boilers, tanks & repiping)		150,000	2002
Install Stair Treads		20,000	2002
Replace Boiler Room Doors		18,000	2004
Replace Handrails and Steps		7,000	2004
Resurface Parking Lot		15,000	2004
Re-seal Concrete Lintels		30,000	2004
Total estimated cost over next 5 years		300,250	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-15	Bainbridge/Moody	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Clothesline Poles		2,000	2004
Repave Parking Area		5,000	2004
Replace Boiler Room Doors		4,500	2004
Total estimated cost over next 5 years		11,500	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-16	Used House Program	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Fences		99,000	2001
Sidewalk Repairs		16,000	2001
Repair Steps		7,000	2001
Replace Clotheslines		7,000	2001
Floor Tile		30,000	2001
Kitchen Remodeling		105,000	2001
Replace Metal Roofs		40,000	2001
Replace Hot Water Heaters (HVAC)		14,000	2001
Landscaping		10,000	2001
Bathroom Replacement		240,000	2002
Replace Sewer Lines		25,000	2004
Replace Laterals		15,000	2004
Total estimated cost over next 5 years		608,000	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-17	Overlook/Mimosa	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Repair Steps		2,000	2001
Total estimated cost over next 5 years		2000	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-18	20 th and Stonewall	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Landscaping		10,000	2001
Seal Exterior Wall Bricks		152,000	2002
Kitchen Cabinet Remodeling		240,000	2002
HVAC (Switch Gear)		20,000	2003
HVAC		82,000	2004
Paint Concrete Piers		30,000	2004
Paint Window Trim		10,000	2004
Resurface Parking Lot		7,000	2004
Replace Trash Compactor		6,000	2004
Repoint Roof Cap Overhand		30,000	2004
Total estimated cost over next 5 years		587,000	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7 -19	700 South Lombardy	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Upgrade Exterior Lighting		6,000	2001
Landscaping		10,000	2001
Entrance Doors Replacement		10,000	2001
Upgrade Dumpster at Compactor		5,000	2001
Emergency Generator		12,000	2002
HVAC (Switch Gear)		33,000	2003
Update Fire Alarm System		70,000	2004
Resurface Parking Lot		12,900	2004
Add Electrical Door Latches		18,000	2004
Total estimated cost over next 5 years		176,900	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-19	3900 Old Brook Circle	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
HVAC (Switch Gear)		20,000	2003
Replace Laterals		6,000	2004
Total estimated cost over next 5 years		26,000	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-20	Randolph Family	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Heating Units		62,400	2004
Total estimated cost over next 5 years		62,400	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-21	Fulton	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Landscaping		10,000	2001
Screen Doors		25,000	2004
Community Building Roof Replacing		30,000	2004
Total estimated cost over next 5 years		65,000	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-22	1611 Fourth Avenue	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Fencing		9,000	2001
Paving of Parking Area		4,000	2001
Landscaping		10,000	2001
HVAC (Switch Gear)		20,000	2003
Window Replacement		400,000	2004
HVAC		117,000	2004
Total estimated cost over next 5 years		560,000	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-23	Afton Avenue	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Repaving		4,000	2001
Landscaping		5,000	2001
Replace Refrigerators		20,000	2004
Replace Domestic Hot Water Units		20,000	2004
Total estimated cost over next 5 years		49,000	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-24	Stovall Place	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Hot Water Heaters		5,250	2001
Landscaping		5,000	2001
Replace Roof Shingles		100,000	2002
Roof Shingle Replacement		40,000	2002
Kitchen Cabinet Replacement		90,000	2002
Window Replacement		60,000	2002
Gutters and Downspouts		20,000	2002
HVAC-Replace Heating Units		24,000	2004
Resurface Parking Area		20,000	2004
Total estimated cost over next 5 years		364,250	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-24	Fox Manor	0	0
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Hot Water Heaters		8,925	2001
Landscaping		5,000	2001
Re-roofing		60,000	2002
Cover Siding and Trim with Vinyl		150,000	2002
Kitchen Cabinet Replacement		150,000	2002
Replace Fencing		30,000	2004
HVAC		130,000	2004
Replace Roofing		40,000	2004
Sidewalk Repairs		5,000	2004
Total estimated cost over next 5 years		578,925	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
VA7-ALL	PHA WIDE	N/A	N/A
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Computer Hardware		200,000	2002
Total estimated cost over next 5 years		200,000	

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: Blackwell
2. Development (project) number: VA-36-P007009-2
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:

RRHA intends to pursue feasibility planning and any applicable funding for redevelopment activities for Gilpin Court and Mosby Court.

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:
Blackwell- 148 multi-family units and 308 single-family units

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.

In response to resident comments, RRHA has not specifically identified demolition and disposition needs at this time, but with further consultation and dialogue with residents and other concerned parties, RRHA may pursue demolition and disposition at a future date. If necessary, the Plan will be amended at that time.

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"/>	
2. Application status (select one) Approval Demolition- Approval Disposition- Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission:	
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: Demolition start: _____ Disposition:- a. Actual or projected start date of activity: b. Projected end date of activity:	

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

[24 CFR Part 903.7 9 (i)]

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

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

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing

Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	
Occupancy by only the elderly <input type="checkbox"/>	
Occupancy by families with disabilities <input type="checkbox"/>	
Occupancy by only elderly families and families with disabilities <input type="checkbox"/>	
3. Application status (select one)	
Approved; included in the PHA’s Designation Plan <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)	
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously-approved Designation Plan?	
6. Number of units affected:	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing

Asset Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

Conversion of Public Housing Activity Description	
1a. Development name: 1b. Development (project) number:	
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input 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)
- Part of the development
- 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:

13. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

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

Information available in Agency Plan supporting documentation.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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

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

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

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)

(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 903.7 9 (m)]

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

Information available in supporting documentation for the Agency Plan.

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

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

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti

- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

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

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

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

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

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

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

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

C. Coordination between PHA and the police

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

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

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

D. Additional information as required by PHDEP/PHDEP Plan

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

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan? Attachment D on attachment page.
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: VA007b01)

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?

5. Yes No: If yes, how many unresolved findings remain? 13
Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)? July 15, 2000

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.

Study to be completed as required by regulations.

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
- Not applicable
 - Private management
 - Development-based accounting
 - Comprehensive stock assessment
 - Other: (list below)
3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

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

- Attached at Attachment (File name)
 Provided below:

Attachment G - Comments of Residents

Richmond Redevelopment and Housing Authority has reviewed all comments received regarding the Agency Plan, including comments from meetings and discussions, transcribed proceedings of the Public Hearing, and written materials submitted by residents. The following summarizes the comments received:

- I. The Richmond Tenants Organization opposes the action of RRHA which would reduce housing for low-income households in Richmond. The proposed disposition/demolition of 80 housing units in Mosby South, an application for HOPE VI funding for Gilpin and Fay Towers, proposed disposition for Randolph/Idlewood Avenue for a homeownership program and the proposed disposition activity for the Small House Program/Maymont for homeownership development/transitional housing program.

RRHA Response:

In accordance with instructions and requirements of the Quality Housing Work Responsibility Act of 1998, and the required Agency Plan, public housing agencies must include all proposed demolition/disposition, conversion of public housing and homeownership actions in public housing, including HOPE VI activities in the Agency Plan. Public housing agencies must submit and receive approval of an application to HUD. Specifically, the public housing agency must notify the public of its intent to file such applications through the Agency Plan process either before or at the time that an application is filed. However, inclusion in the Agency Plan does not obligate a public housing agency to submit an application for demolition/disposition, conversion or homeownership, but a public housing agency cannot have the option to submit an application without complying with the requirement to inform the public through the Agency Plan process that such an application may be considered. The Agency Plan is a proposed plan and further development of the proposed HOPE VI, demolition/disposition or conversion activities will involve community involvement and discussion to determine whether any action will be pursued.

- II. The RTO opposes another HOPE VI Project

RRHA Response: COMMENTS BY THE RICHMOND TENANTS ORGANIZATION ON THE DRAFT 1 YEAR AND 5 YEAR PLANS

The Board of Commissioners of the Richmond Redevelopment and Housing Authority, RRHA's Community and Business partners, its staff and consultants,

Blackwell residents and citizens, the Blackwell Tenant Council, the Blackwell Community Civic Association, the Richmond City Council, and the City's administration are committed to the successful revitalization of the Blackwell Community. Through dedicated and cooperative involvement of all the participants, we pledge to physically and socially revitalize this south Richmond neighborhood to meet the housing and other needs of mixed-income families returning to the new community.

The U.S. Congress set the precepts of the HOPE VI Program when it gave federal funds to HUD in 1993. Those precepts are designed to enable housing authorities to:

- Improve the living environment of residents at severely distressed public housing sites through the demolition, rehabilitation, reconfiguration, and/or replacement of units.
- Revitalize the sites on which distressed units are located and contribute to improvement of the surrounding neighborhood.
- Lessen isolation and reduce the concentration of low-income families.
- Build sustainable mixed-income communities.
- Provide coordinated, community and supportive services that complement housing redevelopment and that help residents achieve self-sufficiency, young people attain educational excellence, and the community secures a desirable quality of life.

Although RRHA was awarded HOPE VI funds in September 1997, HUD just fully approved Blackwell's Revitalization Plan and the HOPE VI budget in late-May 2000. Nonetheless, to advance the plan, assist families find replacement housing, and help residents prepare to return to new Blackwell housing; RRHA hired staff and started helping families with health, safety, and emergencies moves in June 1998. Self-sufficiency programs were started in July 1999. To do this, the housing authority put up its own funds.

As a result, Richmond's HOPE VI plan has been advanced by the housing authority:

- *To help over 320 families find desirable and affordable replacement housing.*
- *To demolish 317 of 440 older deteriorating scattered public housing units.*
- *To provide 90 residents training/education, childcare, transportation and staff to counsel families.*
- *To help 23 residents begin new jobs.*
- *To assemble land to begin 99 (multi-family) of 540 new homes and rental units planned for construction in August 2000.*
 - *188 new single-family houses in Blackwell*
 - *120 homeownership units in eight other communities*

- 148 multi-family units in Blackwell
- 24 loft-style apartments on Hull Street
- 60 market-rate apartments in Blackwell

To continue receiving HUD operating funds during HOPE VI, Blackwell residents, just as all other residents, are expected to pay their rent and adhere to the lease until they move to suitable replacement housing. Since the start of HOPE VI, approximately one out of seven families (66) have failed to pay rent, abandon their unit, or been evicted for illegal activities. HOPE VI and site staff has worked closely with residents over the 26-month period to reduce that to less than ___ for the last 13 months. Those who pay back rent owed RRHA and who have not been involved in illegal activities, can return to public housing.

- III. RTO proposes maximum input from the RTO in town hall meetings in every public housing community which would permit more public comment for a better process in preparing the Agency Plan, possibly obtaining an extension of the submission deadline to HUD to permit to do this. RTO proposes that RRHA and RTO work together within a period not to exceed two weeks to develop a joint statement that could be mailed to all public housing residents, advising them of the process, the issues involved, and the importance of participation by public housing residents in the process.

RRHA Response:

RRHA has been involved in an extensive process to inform residents about the Agency Plan, beginning with the establishment of the Resident Advisory Board for the Agency Plan, which began meeting in October, 1999.

- Transportation for residents was available and provided for all resident meetings and the public hearing.
- Meetings included information on special homeownership programs.
- Information was provided on policy changes due to QHWRA (Quality Housing and Work Responsibility Act) and other materials to inform resident and enable full participation in the agency plan process.
- Residents and staff have worked together to develop goals and objectives of the Agency Plan after several revisions.
- A review process of the Agency Plan template allowed for resident comment and revisions prior to the Public Hearing and during the planning and development process.

October 12, 1999 First meeting of the Resident Advisory Board for the Agency Plan. Discussion on Membership, request for homeownership information, image of residents, self- sufficiency programs in

HOPE VI, Family Self-sufficiency Employment Fair, violence in schools, established regular meeting day on second Tuesday of each month.

- November 9,1999 Second meeting of the Resident Advisory Board for the Agency Plan. Discuss about the Agency Plan process, distributed draft and made revisions to several goals and objectives of the Agency Plan, merger of certificate and vouchers, discussed membership of the board, tracking of HOPE VI displacees, and work order system for service requests.
- November 18,1999 Resident Leader Meeting – Residents were provided with information about the Quality Housing and Work Responsibility Act and the Agency Plan, including the Process for resident involvement.
- December 14,1999 Third meeting of the Resident Advisory Board for the Agency Plan. Revisions to goals, revised statement of agreement, decided that Ms. Booker would to represent the Resident Advisory Board, discussion of Comp Grant Program becoming a part of the Agency Plan, information provided about homeownership programs.
- January 11, 2000 Fourth meeting of the Resident Advisory Board for the Agency Plan. Reviewed goals And objectives, changes from last meeting, discussion about notices from manager to residents, reviewed statement of agreement, discussion about policy changes as a result of Quality Housing Responsibility Act.
- February 8,2000 Fifth meeting of the Resident Advisory Board for the Agency Plan. Discussion about membership of the Board and termination of transportation of residents in the drug treatment program, request for information about the number of people on the waiting list.
- March 8, 2000 Sixth meeting of the Resident Board for the Agency Plan.
1. David Ingroff of the City Planning staff attended to provide information about the Consolidated Plan.
 2. Discussion about the Public Hearing on May 3,2000.
 3. Discussion about meetings with the City Planning staff related to the development of the Agency Plan and the Consolidated Plan.

4. Draft of the Agency Plan was reviewed in detail using a projection to display the template of the Agency Plan.
5. Discussion about mixed-income, multi-family and homeownership programs, annual plan and the five-year plan, electronic transmission to HUD, question regarding the proposed Hope VI for Gilpin Court and Fay Towers, question about the North Jackson Ward Plan, the cockroach policy, assisted housing for the elderly and disabled, Area Median Income, effect of working income upon rent, ceiling rent. Copies were available for members who may have missed previous materials or who need additional copies.

March 1-31,2000	Resident Leader Meetings held for representatives of all elderly buildings and family communities about the Agency Plan, including the Capital Improvement Program(formerly known as Comprehensive Grant Program).
April 3-28,2000	Advance meetings in each community for all residents to hear and discuss the Agency Plan and the Capital Improvement Program. Notices distributed to all residents.
May 3, 2000	Public Hearing for the Agency Plan at the Calhoun Family Investment Center. Newspaper notices in local newspapers advertising the hearing. Distribution of notices to each resident.
May 12, 2000	Seventh Meeting of the Resident Advisory Board for the Agency Plan to review comments from the Public Hearing. Discussion resulted in an additional follow-up meeting of the Resident Leaders from each community be planned.
May 25, 2000	Follow-up meeting at Fay Towers to discuss the Agency Plan (following the Public Hearing).
May 25, 2000	Resident Leaders Meeting to review comments and further discuss the Agency Plan, including written invitations to additional Section 8 participants (randomly selected participants and FSS participants) and others invited by residents.
June 12, 2000	Follow-up meeting at Mosby Tenant Council Meeting to further discuss proposed activities and as follow-up to the Public Hearing. Notices of the meeting mailed to all residents of Mosby in June rent statements.

June 15,2000 Follow-up meeting at the Gilpin Tenant Council meeting (follow-up to the Public Hearing about resident comments, proposed program activity for a possible HOPE VI and discussion with residents).

IV. The RTO questions the composition of the Resident Advisory Board for the Agency Plan

RRHA Response:

As provided by regulations, a public housing agency has several options in making appointments to the Resident Advisory Board for the Agency Plan. RRHA requested tenant council presidents who make up the Richmond Tenants Organization to serve on the Resident Advisory Board for the Agency Plan or to appoint another officer or member from their tenant council.

Since the Section 8 participants are located throughout the metropolitan area participants were chosen at random and contacted by telephone to invite their participation in the Agency Plan process. A letter was mailed to each participant who had indicated an interest in attending meetings for the Resident Advisory Board for the Agency Plan. Participation was strictly voluntary. A second letter was mailed to Section 8 participants inviting their participation. Selection of participants has been done randomly since no formal structure exists for the Section 8 program such as a tenant council or other representative body.

V. Other comments related to rental policies and occupancy

1. 601-5.1 - Tenant Grievance Procedure - Section E - Procedure to Obtain a Hearing

The amount of rent due and payable by tenant prior to scheduling any grievance is the amount legally payable by the tenant after a determination that the tenant rent is accurate. Prior to rent being due, a rent change letter showing how tenant's rent is determined and calculated is sent to each tenant with a clear reference to the right for a grievance should the tenant think the determination is inaccurate.

2. 605-2 - Application Selection and Assignment

The Authority preferences clearly cover all sectors, including the poor, homeless, and victims of domestic violence. All of these segments are covered under preference (a) involuntarily displaced (page 2 of 4) and also the ranking preference on page 3 of 4 clearly addresses this concern.

3. 605-2 - Waiting List

This section addresses offers and rejections of units by applicants. We believe this policy is fair in that it fully addresses hardship or handicap issues by allowing applicants to furnish evidence that accepting such a unit will result in hardship or handicap. After such presentation if the applicant does not get favorable consideration, such applicant can still appeal the denial.

4. 610-2.1 - Transfer of Tenants

The costs of mandated transfers will be borne by the Authority (see page 2 of 2 for explanation). Transfer fee for hardship/convenience of \$25 is reasonable when you consider the costs of preparing the unit for another tenant and also the possible rental loss when unit is unoccupied.

5. 610-2.2 - Preventing Rent Loss During Transfer

This provision is to prevent a transferring tenant from holding two units indefinitely while there are others on our waiting lists waiting for housing.

6. Offers and Rejections

When a tenant is offered an appropriate size and development and the offer is rejected twice by the tenant and the offered units are suitable in terms of size and development, the tenant should not be able to get a third offer.

7. 610-5.1 - Termination of Lease

No, we do not believe this violates 24 CFR 966.4(9)2 regarding lease termination.

This is not inconsistent with 610-3.1, Execution of Lease. It says, "The lease is renewable yearly and the tenant must be in good standing." If a tenant fails to pay the rent, cited for repeated or serious violations or for other good cause, such a tenant will not be considered "in good standing."

8. 610-6.1 - Rent Determination

A list of eligible training programs, including exclusion period of such income, is being provided on all housing management sites for tenants to pick up.

Minimum rents have to be greater than zero but could not be more than \$50. Fifty dollars was adopted in 1996 when PHAs were allowed to impose minimum rents.

The procedure for rent determination is based on the thirty percent of adjusted income the flat rent is being determined and will be posted accordingly.

Item 5, Hardship, page 5: The hardship case for minimum renters has been covered better via 610-6.3 on page 6 of 8.

- VI. Sample memorandum of Accord Received with the suggestion that it should be incorporated into the Plan.

RRHA Response:

Any agreement between RRHA tenants and RRHA will be negotiated and developed with the appropriate tenant organization.

- VII. Other comments related to maintenance issues are being handled by appropriate staff to determine the remedy to individual problems.

- VIII. Omission of information to questions in template regarding the grievance procedure and self-sufficiency.

RRHA Response:

High performing public housing agencies are exempt from completing the following sections of the Agency Plan template:

1. Operations and management policies
2. Grievance procedures
3. Asset management
4. Community Service Programs

- Safety and Crime, Part D – required by high performers if a Public Housing Drug Elimination Program (PHDEP) application is being submitted.

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:

RRHA removed proposed demolition and disposition due to resident opposition; however, RRHA will pursue feasibility planning and funding for redevelopment activities in Gilpin Court and Mosby Court in the future.

- Other: (list below)

Provided additional information in the Plan to clarify concerns and questions.

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: (provide name here) **City of Richmond, VA**
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)

The RRHA Agency Plan activities are consistent with the Consolidated Plan of the City of Richmond as evidenced by several goals identified in the five-year plan:

1. Specifically, RRHA will focus upon homeownership opportunities by developing partnerships to establish special financing mechanisms to assist low-income families to purchase homes and assist low-income homeowners with special rehabilitation financing. RRHA will implement affordable housing opportunities and develop mixed-income programs through HOPE VI, Section 5H, Nehemiah, and market-rate single family housing. A demonstration homeownership program for Section 8 participants will be developed. The proposed activities for Randolph/Idlewood for homeownership opportunities, and the Small House Program-Maymont for transitional housing for qualified public housing families and homeownership opportunities develop a mixed-income community will be considered with the support of the community and partners. Proposed demolition and disposition activities have been removed from the Annual Plan due to resident opposition.
2. Additional goals are consistent with the Consolidated Plan's priority for decent and affordable rental housing. Through goals that focus upon providing a variety of housing options for low-to moderate income persons, the development of non-traditional funding streams including expanding public/private partnerships to develop mixed finance rental property and distributing listings that will expand housing options to tenant-based Section 8 participants, RRHA will support the city's priority. RRHA will continue to maintain public housing and the Section 8 program.
3. The priority for housing for persons with special needs will be addressed through housing and services that are provided for the elderly and disabled who are able to live independently. However, a

major goal of the Agency Plan focuses upon self-sufficiency as a priority to provide referrals to support systems such as education and training, socioeconomic, recreation and other social service needs. RRHA will carry out modifications needed in public housing based on Section 504 Needs Assessment and affirmatively market to non-profit agencies that assist families with disabilities.

Other (list below)

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

The City of Richmond and Richmond Redevelopment and Housing Authority will continue our efforts to affirmatively further fair housing, address housing needs, seek appropriate resources to maintain and preserve existing housing stock, revitalize neighborhoods and promote and support family self-sufficiency. The Consolidated Plan gives priority to homeownership opportunities for low-and moderate-income households, especially those earning 80% below the Area Median Income; support of activities which provide decent and affordable rental housing for all income ranges, especially for low- and moderate-income households and housing for persons with special needs (elderly and disabled).

D. Other Information Required by HUD

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

19. Definition of Substantial Deviation and Significant Amendment or Modification

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

Attachments

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

Attachment A

Resident Assessment 1999 Follow-up Plan to the Resident Survey

NEIGHBORHOOD APPEARANCE (55.6%)

Plan to Improve Exterior Appearance Of RRHA Properties

Our plan to improve exterior appearance will be primarily focused on keeping grounds free of litter, elimination of graffiti and facade improvements.

Litter

The litter control program will consist of three phases: Enforcement of the lease; tenant labor; tenant involvement.

Enforcement of the Lease

Each tenant is responsible for maintaining his assigned areas in a clean and safe conditions. If assigned areas are not maintained the tenant will be served with a citation indicating the area that must be cleaned within 24 hours. If the area is not cleaned; maintenance will clean the area and the tenant will be charged based on the services rendered. The lack of response to the citation will then become a lease violation. A letter will be sent to the tenant informing them of the violation. Upon 3 violations within a year the tenant will receive counseling by management which will be documented. Upon 4 violations in one-year period RRHA will proceed with a lease termination.

Tenant Labor

RRHA will utilize tenant labor to keep the common area clean; maintenance will assist in determining the number of tenants that will be needed for each site. The tenant will be responsible to keep their assigned area clean on a daily basis. The resident will be paid through utilization of a rent stipend, which will not exceed \$200.00 per month. The maintenance foreman will verify the tenants work on a daily basis and sign off on the monthly request for payment. This program will benefit residents because they will not need transportation or day care for their children. Neither will they have to purchase uniforms or buy additional clothes. Most important, the stipend is not considered additional income on their rent calculation.

Tenant Involvement

This phase will be administered through our management and services department, to development programs that will give incentives through special recognition of tenants who maintain neat and attractive premises and will include: clean up drives, yard of the quarter awards, spring seeding program and children's involvement in conjunction with the "Boys and Girls Club".

Graffiti

We have purchased and mounted on a truck a high pressure water sprayer designed for cleaning bricks. We have also assigned a person whose duty is to clean graffiti 3 days a week. Maintenance and management will report graffiti on a weekly basis, and it will be cleaned as soon as possible but no later than the following week.

Landscaping

Landscaping RRHA properties is a major component of RRHA five year plan and will continue to be included in future annual plans. Items that are included in the plan are: replace change link fencing with steel fencing; seeding and placing sod; building retaining walls; replacing and adding sidewalk; replacing and adding new shrubs and trees; building flower box and planting flowers and grading as necessary. .

Facades

RRHA maintains the facades of its buildings, utilizing high pressure washers, a five year paint cycle, and installation of vinyl siding through the Comprehensive Grant Program.

Safety Section (65.1%)

Resident patrols are active in three developments- Creighton, Fairfield, and Hillside. RRHA is attempting to develop active patrols in all of its developments. During the past year, resident patrol groups representing each development met monthly and elected a coordinator. RRHA will continue to provide staff support to this effort. As outlined in the Agency Plan, our goal is to develop tenant patrols in all housing communities by October 1, 2000. In July, 1997, RRHA entered into a memorandum of agreement with the Richmond Police Department, which outlined collaborations and mutual responsibilities. This resulted in the dedication of eight police officers to RRHA communities. RRHA has provided access to vacant units for surveillance, provided community space for meetings, and encouraged regular communication between police, tenant councils, and management. These efforts will continue. RRHA will conduct quarterly meetings with RRHA tenant leaders, management staff, and assigned RRHA police to further communications and develop strategies to address crime and violence in the communities.

RRHA continues its efforts to implement physical improvements, which include better lighting, trash enforcement policies, and where possible the use of Crime

Prevention Through Environmental Design (CPTED). The soon to be hired Program Manager for Safety and Security will spearhead all safety initiatives including coordination of resident patrols, serving as liaison to the Richmond Police Department, and developing campaigns to educate the community on safety.

Attachment B

Cockroach Infestation Policy ROACH ERADICATION

RRHA has a two pronged approach to pest control including roach eradication consisting of a program of bating and spraying and an education program for residents.

BATING AND SPRAYING

RRHA has a 3-person team in its pest control unit. They bate all 4500 units 3 times a year alternating the types of bates on an annual basis. When poor housekeeping is a part of the problem with roach infestation it is reported to management who in turn counsels the tenant and when necessary sends them to a training session designed for poor housekeepers. In extreme cases of heavy infestation sprays are utilized. However this is utilized only if absolutely necessary because of inherent danger in the use of sprays.

This team also responds to tenant request on Friday of every week. This averages 48 units per week.

TENANT EDUCATION

All Head of households are required to attend an orientation training session upon entry into public housing. A part of the training is dedicated to housekeeping and it's affect on roach infestation. In addition, tenants in whose unit roach infestation is a problem are referred to special training sessions on housekeeping.

Attachment C - Admissions Policy for Deconcentration

Deconcentration of Poverty and Income Mixing

RRHA already adopted a local preference policy for admission that is designed to provide for deconcentration of poverty and income-mixing by bringing higher-income tenants into lower-income projects/developments and lower-income tenants into higher-income projects/developments.

Gross annual income is used for income limits at admission and for income-mixing purposes. The Tenant Selection Office can skip a family on the waiting list specifically to reach another family with a higher or lower income. Such skipping will be uniformly applied until the target threshold is met.

On a monthly basis, the Authority will gather income data from all developments and analyze the tenant characteristics of each development, including information regarding tenant incomes, to assist in the Authority's deconcentration efforts. The result of such data analysis will result in developing rent ranges for each development as attached. Staff will use this information to request new tenants whenever vacancies occur in any development in order to meet deconcentration goals/efforts. In each of our developments that is determined to have a higher concentration of lower-income families, the housing manager of such development will request the Tenant Selection Office to fill the vacant unit with a higher-income applicant.

On an annual basis, the Authority will conduct a review of tenant incomes in each development and if there has been a significant change in the tenant income characteristics of a particular development, the Authority will evaluate the changes to determine whether, based on the Authority's methodology of choice, the development needs to be designated as a higher- or lower-income development or whether we have met the deconcentration goals and the development needs no particular designation.

Deconcentration and Income-Mixing Goals

The Authority's admission policies relating to deconcentration efforts do not have specific quotas. Therefore, the Authority will not set specific quotas, but will strive to achieve deconcentration and income mixing in our developments. This income-mixing goal is a long-range goal and may not be achieved the first year of implementation. The Authority will use the annual analysis of our public housing stock and tenant incomes to provide benchmarks for the Authority.

**Attachment D - Public Housing Drug Elimination
Program (PHDEP) Plan**

See next page.

Public Housing Drug Elimination Program Plan

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

Section 1: General Information/History

A. Amount of PHDEP Grant \$1,023,167

B. Eligibility type (Indicate with an "x") N1 _____ N2 _____ R ___"x"_____

C. FFY in which funding is requested 2000

D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

Among the Authorities major initiatives, is its intent to promote self- sufficiency, economic independence and homeownership as reflected in the Agency Plan. In particular, the Authority has focused Self-sufficiency of residents as a priority and is striving to enroll public housing residents into the program. Recognizing the complexity of needs that youth from socially and economically disadvantaged environments have, the Authority has partnered with the Boys and Girls Clubs of America to provide a comprehensive, culturally enriched programs for the youth in all developments. Finally, recognizing that even though opportunities and strategies to elevate residents exist, there will be individuals who violate the lease and participate in criminal activities. The Authority has therefore partnered with the Richmond City Police Department to eradicate our communities of these individuals and the Authority will hire security personnel to organize and systematically direct the Authorities drug and crime fighting efforts.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Gilpin Court	802	2154
Hillside Court	422	1377
Afton	39	77
Creighton Court	507	1454
Whitcomb Court	507	1285
Fairfield Court	480	1524
Mosby Court	537	1654
Fulton	63	148
Dove Court	59	119
Faye Towers	200	185
Old Brook Circle	25	86
Decatur	24	20
Idlewood	22	20
South Lombardy	75	97
Fourth Avenue	105	102
Stonewall	70	67
Melvin C. Fox Manor	50	50
Fourth and Trigg	102	104

F. Duration of Program

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

6 Months _____ 12 Months _____ 18 Months _____ 24 Months x Other _____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	\$1,102,999.00	VA36DEP0070195	\$ 00.00	Extension	5/28/98
FY 1996	\$1,045,783.00	VA36DEP0070196	\$ 00.00	Extension	6/29/99
FY 1997	\$1,116,731.00	VA36DEP0070197	\$625,392	N/A	1/31/2001
FY 1998	\$1,141,224.00	VA36DEP0110198	\$501,184	Waiver	1/31/2001
FY 1999	\$0 973,896.00	VA36DEP0070199	\$973,896	N/A	2/28/2002

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

The Richmond Redevelopment and Housing Authority proposes a comprehensive proactive Public Housing Drug Elimination Program to reduce the sale and use of drugs and the rising crime and violence associated with this behavior. RRHA proposes to implement the following objectives in its communities:

- To promote the upward mobility of residents through the Family Self- Sufficiency and other programs.
- To mobilize and empower residents through education, leadership programs, computer skills training, job internships and jobs to become proactive in making their communities safe and free of drugs and drug related criminal activities.
- To expand education, prevention, intervention for residents of all ages with particular emphasis on the youth and provide supportive counseling and treatment services to residents who engage in and abuse drugs.
- To aggressively prosecute individuals who participate in the distribution and use of illegal drugs, through our “one strike” policy and the judicial system .

RRHA's primary partners , Boys and Girls Clubs of Richmond and the Richmond City Police Department, are investing over a million dollars into our communities in personnel (15 recreation staff, 7 police officers) and equipment. There are numerous other organizations providing services to our communities; Richmond Career Advancement Center through a Welfare to Work grant, The Friends Association for Children-child care agency, Weed and Seed-U.S. Justice Department, Richmond Department of Social Services and Health are housed in our community at the Calhoun Family Investment Center. Additionally, RRHA has obligated funds, personnel, facilities, equipment and supplies to ensure the effective implementation of the PHDEP Plan.

RRHA uses HUD's Outcome Monitoring Report in conjunction with our current semi-annual reporting system to assess the effect of all programs on reducing crime. Additionally, each programs has an independent evaluation in place. RRHA develops extensive contracts with service providers and monitors those contracts by auditing monthly reports and case files and evaluating programs.

B. PHDEP Budget Summary

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

FY 2000 PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	\$00
9120 - Security Personnel	\$00
9130 - Employment of Investigators	\$00
9140 - Voluntary Tenant Patrol	\$15,000.00
9150 - Physical Improvements	\$00
9160 - Drug Prevention	\$782,271.00
9170 - Drug Intervention	\$225,896.00
9180 - Drug Treatment	\$00
9190 - Other Program Costs	\$00
TOTAL PHDEP FUNDING	\$1,023,167.00

C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 - Reimbursement of Law Enforcement					Total PHDEP Funding: \$00		
Goal(s)	To provide local law enforcement over and above baseline services to Public Housing Residents						
Objectives	1) To have police officers assigned to public housing communities. 2) Increase awareness in the communities of the additional police service that is being provided. 3) To reduce incidents of major crime in all RRHA communities by 5%.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. One Police Officer assigned to each community (7)			1/2001	1/2003		Police Department /\$500,000.	Number of police officers assigned to each community
2. Develop brochures and flyers on safety			1/2001	9/2001		RRHA/ \$25,000.	Residents' self report of feeling safe and secure on the PHDEP survey; feed back from tenant councils and resident patrols.
3. Have community meetings with the police officers(3 per community a year for a total 21)			1/2001	1/2003			Number of residents attending meetings with police officers

9120 – Security Personnel					Total PHDEP Funding: \$00		
Goal(s)	To provide residents employment and skill development opportunities in the field of safety and security.						
Objectives	1.) Train 10 Residents a year (two years/20 residents) in the area of safety and security. 2.) Provide job opportunities for residents at our Family Investment Center and encourage residents to pursue careers outside of the agency in this field.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Recruitment and training of 10 residents in the area of safety and security			1/2001	On-going		RRHA/ Local police depart. / \$20,000.	The number of participants that complete the training
2. Employ seven residents as safety and security officers for the Calhoun Family Investment Center			1/2001	On-going		RRHA/ \$40,000.	The number of residents that receive employment.

9130 – Employment of Investigators					Total PHDEP Funding: \$00		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9140 – Voluntary Tenant Patrol					Total PHDEP Funding: \$00		
Goal(s)	To develop voluntary tenant patrols in three additional communities.						
Objectives	1)To involve residents in the safety and security efforts in their community 2) To assist the police in educating the community about crime and safety.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.Monitor school bus activities;crosswalks, bus stops and etc. Assist the elderly when out in the community.	600	Community wide	1/2001	1/2003		25,000 Comp. Grant	Number of residents that complete patrol training.
2. Assist at special events and dialogue with RRHA							
3. Coordinate training with the police and other agency in the community							

9150 – Physical Improvements					Total PHDEP Funding: \$00		
Goal(s)	To deter vandalism of RRHA playground and community centers.						
Objectives	1) Improve the physical appearance of RRHA playgrounds through upgrading equipment and facilities 2) Involve the youth in the painting and repairing of equipment, thereby instilling a sense of ownership and pride.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.Repair equipment at playgrounds, at all developments			1/2001	6/2001		RRHA-Maint./ \$25,000	The number of months the equipment is maintained without incident or vandalism.
2.Youth will paint equipment with adult supervision			3/2001	6/2001			“
3.							

9160 - Drug Prevention					Total PHEDEP Funding: \$748,000		
Goal(s)	Enable RRHA to fund six resident and management assistants' positions To enter into agreement with the Boys & Girls Clubs of Richmond,VA.,Inc. for delivery of quality drug education and prevention programs to youth.						
Objectives	To promote the upward mobility of residents through Family Self-Sufficiency and other programs						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. To continue three sites(Fulton,Afton &Dove) and increase enrollment 10%. 2. Expand Club to the Mosby community. 3. Other: Boys and Girls Clubs operating in RRHA Communities (5) (Whicomb,Hillside,Gilpin Fairfield,Creighton)	400 800	Youth ages 6-18 years old Youth ages 6-18 years old	1/2001	1/2003	300,000 70,000	 City of Rich.VA /Boys & Girls Clubs of Rich. 350,000.	The number of youth enrolled in program. The number of youth successfully transitioning through levels of the program. The number of program participants on a monthly basis.
4. To recruit and assist in enrolling residents into the F.S.S. Program. 5. Conduct outreach in the communities and coordinate education, employment, and training programs.	84 300	Adults Adults	1/2001	1/2003	378,000		The number of public housing residents that graduate from the program The number of residents that participate in the program.

9170 – Drug Intervention					Total PHDEP Funding: \$225,896		
Goal(s)	To continue employment of two substance abuse counselors for drug education and prevention services, counseling, and referrals for treatment.						
Objectives	1)To more effectively reach teenage residents with substance abuse problems. 2)Train residents in parenting and life skills needed to thrive in an at-risk inner city environment.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.Provide support groups in all developments.	150	Adults and children of all developments	1/2001	1/2003			The number of adult residents attending support groups monthly by community. The number of monthly referrals for treatment outside of the agency.
2.Provide youth and adult residents with techniques to resist the attractiveness of drugs	500	Adults and children of all developments	1/2001	1/2003			The number of youth and adults attending prevention and educational groups/training and substance abuse groups
3. Coordinate parental substance abuse training to provide parents with the knowledge and skills necessary to help their children achieve a drug free passage into adulthood.	250	Adults in all developments	1/2001	1/2003			The number of parents participating in parenting classes monthly.

9180 – Drug Treatment					Total PHDEP Funding: \$00		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 - Other Program Costs					Total PHDEP Funds: \$00		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

Section 3: Expenditure/Obligation Milestones

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110				
9120				
9130				
9140				
9150				
9160	Activities 1,4	374,000	Activities 1,4	751,896
9170	Activities 1,2,3,	112,948		
9180				
9190				
TOTAL		\$486,948.00		\$751,896.00

Section 4: Certifications

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

