

Petersburg Redevelopment and Housing Authority

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2000

**PHA Plan
Agency Identification**

PHA Name: Petersburg Redevelopment and Housing Authority

PHA Number: VA020

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

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

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

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004

[24 CFR Part 903.5]

A. Mission

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)
The mission of the Petersburg Redevelopment and Housing Authority is to serve the citizens of the City of Petersburg by:
- Providing affordable housing opportunities in a safe environment.
 - Revitalizing and maintaining neighborhoods and a strong urban core including the downtown Central Business District.
 - Providing opportunities for low and moderate income homeownership.
 - Forming effective partnerships to maximize social and economic opportunities.
 - Continuing an active partnership with the City of Petersburg as delineated by the Petersburg City Council Agenda for Progress 1999-2000

The mission shall be accomplished by a fiscally responsible, creative organization committed to excellence in public service.

B. Goals

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

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

- PHA Goal: Maintain a supply of affordable and assisted housing
Objectives:
- Apply for additional rental vouchers:
- Reduce public housing vacancies:

- X Leverage private or other public funds to create additional housing opportunities:
- X Acquire or build units or developments
- X Other (list below)
 - Strive for an actual vacancy rate of 3% or less or an adjusted vacancy rate of 2% or less and reduce unit turnaround time to the average number of calendar days between the time a unit is vacated and a new lease takes effect to less than or equal to 20 calendar days.
 - Maintain an average utilization rate of 100% but not less than 95% for Section 8.
 - Maintain public housing waiting lists of no less than 25 program families per bedroom size.

- X PHA Goal: Improve the quality of assisted housing
Objectives:
 - X Improve public housing management: (PHAS score) 94.65
 - X Improve voucher management: (SEMAP score) 90
 - X Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - X Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - X Other: (list below)
 - Avoid operational or management discrepancies from previous audits
 - Complete 100% of recent recertifications and home inspections.

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

- The Executive Director may recommend a Section 8 homeownership demonstration

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

X PHA Goal: Provide an improved living environment

Objectives:

- X** Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- X** Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- X** Implement public housing security improvements:
 - X** Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- X** Other: (list below)
 - Maintain curb appeal
 - Ensure collection of tenant accounts receivable (Goal = 97%)
 - Enhance the image of public housing in our community

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

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

Objectives:

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

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

X PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- X** Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:

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)

PHA Goal: Assist the City of Petersburg to maintain a sound financial policy and economic growth as outlined in the City of Petersburg's Agenda For Progress 1999-2000

Objectives:

- Continue active partnership with the City in designated areas throughout the City by continuing joint neighborhood revitalization efforts and economic development programs to include building façade and street scope improvements in both the Downtown and the Riverfront Development Areas, and by expanding the partnership with the City to include redevelopment projects in the Riverfront Development Area of the Central Business District.
- Continue homeownership programs

PHA Goal: Assist the City of Petersburg to enhance neighborhood stability and regeneration as delineated in the City of Petersburg's Agenda For Progress 1999-2000.

Objectives:

- Assist the City of Petersburg to redefine Conservation Districts and define blighted Areas.
- Maintain the improved cooperative partnership with the City of Petersburg.
- Improve communications with the City Administration.
- Reduce public housing density at Pin Oaks.
- Continue to adhere to City regulations and ordinances including City Zoning Ordinances.
- Cooperate and assist the City of Petersburg in the preparation of a Comprehensive Residential Rehabilitation Program (for private property owners) for implementation in CDBG FY 2001.
- Assist the City of Petersburg to establish a HOME Consortium.
- Redevelop housing and provide financial and other rehabilitation assistance for private property owners for housing repairs (i.e., emergency home repair and other residential rehabilitation assistance).
- Continue developing mixed finance developments utilizing 203K, Low Income Housing Tax Credits and other affordable housing and market rate resources.

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.

The Petersburg Redevelopment and Housing Authority has prepared its annual plan of action to complement both existing activities and to prepare to implement the new initiatives outlined in the 5 Year Plan and the mission statement of the Authority.

Certain of these activities involve the collection, inspection, revision and submission of the Authority's various policies, approaches and procedures to make for a more open and efficient operation.

The Authority will continue with its capital improvement program modernizing its elderly and family facilities and will be developing scattered site housing for inclusion in the existing homeownership program. The completed units are in the process of being marketed and sold. The mixed financing development of Bunker Hill (South Adams Street) is likely to be completed and marketed to eligible homebuyers and the Wythe Row tax credit housing will also be completed. The first stage of the Cedar Lawn HOPE I program will be physically completed and marketed and the second stage of the rehabilitation will commence. The Authority will be designating Sycamore Towers as solely elderly housing in the coming year and this will be one part of a process whereby all of the Authority's physical inventory will be assessed, evaluated and plans adjusted for the future.

In the area of resident initiatives, the Authority will continue its drug elimination activities, work closely with the existing resident councils to make conditions better in the developments and help them secure funding for independent activities. Also, the Family Self

Sufficiency and Economic Development and Supportive Services will be continued, promoting computer skills, GED study, job training, and employment and individual counseling, encouraging additional residents to become self sufficient and productive members of the community with a chance to purchase Authority properties.

Concomitantly, the Authority will be working closely with the City of Petersburg to use its resources to pursue additional development initiatives that will rebound to the benefit of the businesses and residents of the city. These initiatives will be ongoing.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

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Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration: (VA020a01.doc)
- FY 2000 Capital Fund Program Annual Statement: (VA020b01.xls)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY) (VA020c01.xls)

Optional Attachments:

- PHA Management Organizational Chart: (VA020d01.doc)
- FY 2000 Capital Fund Program 5 Year Action Plan: (VA020e01.xls)
- Public Housing Drug Elimination Program (PHDEP) Plan: (VA020f01.doc)
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text): (VA020g01.doc)
- Other (List below, providing each attachment name)

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
Tompkins Building	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
Tompkins Building	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
Tompkins Building	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
Tompkins Building	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	Annual Plan: Housing Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	support statement of housing needs in the jurisdiction	
Tompkins Building	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
Tompkins Building	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
Tompkins Building	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
Tompkins Building	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
Tompkins Building	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
Tompkins Building	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
Tompkins Building	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
Tompkins Building	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
Tompkins Building	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
Tompkins Building	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
Tompkins Building	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
Tompkins Building	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
Tompkins Building	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
Tompkins Building	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
Tompkins Building	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
Tompkins Building	Policies governing any Section 8 Homeownership program ___ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
Tompkins Building	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
Tompkins Building	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
Tompkins Building	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
Tompkins Building	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
Tompkins Building	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	1845	5	4	5	2	3	4
Income >30% but <=50% of AMI	1027	4	4	3	2	3	4
Income >50% but <80% of AMI	326	3	3	3	2	2	3
Elderly	657	5	2	3	3	3	4
Families with Disabilities	NA						
Race/Ethnicity B	2645	4	4	4	2	3	4
Race/Ethnicity W							
Race/Ethnicity H							
Race/Ethnicity A							

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: 1995
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

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

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

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	537		511
Extremely low income <=30% AMI	167	31%	
Very low income (>30% but <=50% AMI)	365	68%	
Low income (>50% but <80% AMI)	5	1%	
Families with children	375	70%	
Elderly families	19	4%	
Families with Disabilities	101	20%	
Race/ethnicity B	463	86%	
Race/ethnicity W	32	6%	
Race/ethnicity H	4	.07%	
Race/ethnicity A	3	.06%	
Unknown	35	6.5%	

Characteristics by Bedroom Size (Public Housing Only)			
1BR	135	25%	177
2 BR	224	42%	192
3 BR	147	27%	110
4 BR	26	5%	27
5 BR	5	1%	5
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)? 10 Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" 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 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	1155		900 98%
Extremely low income <=30% AMI	289	25%	
Very low income (>30% but <=50% AMI)	855	74%	
Low income (>50% but <80% AMI)	12	1%	
Families with children	923	80%	
Elderly families	42	4%	

Families with Disabilities		230	20%	
Race/ethnicity B		1042	90%	
Race/ethnicity W		92	8%	
Race/ethnicity H		14	1%	
Race/ethnicity A		7	.06%	
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)? 10				
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" 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				

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 Petersburg Redevelopment and Housing Authority will be utilizing a comprehensive strategy combining additional affordable housing development, homeownership opportunities, creative financing and community outreach to address the needs of the varying populations in the region.

(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)
- The PRHA will provide allowances to assist working families commit resources to support Family Self Sufficiency and other welfare to work reforms.

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
 - Other: (list below)
- The PRHA will target underutilized markets by outreach and advertising in specialized media.

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)

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)		Public Housing
a) Public Housing Operating Fund	\$1,005,604	
b) Public Housing Capital Fund	\$667,497	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$797,783	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$141,600	
g) Resident Opportunity and Self-Sufficiency Grants	\$75,000	
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
Economic Development and Supportive Services	\$150,000	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
HOPE I	\$528,259	
3. Public Housing Dwelling Rental Income	1,091,806	
4. Other income (list below)		
Late Fees	\$11,000	Public Housing
Washer Dryer	\$4,500	Public Housing

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Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Public Housing	\$250	Public Housing
Judgment Fees	\$1,000	Public Housing
4. Non-federal sources (list below)		
Interest Income	\$37,316	Public Housing
Section 8 Administrative Fees	\$107,647	Section 8
Total resources	\$4,619,262	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.79 (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) Top 20
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

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

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

The Petersburg Redevelopment and Housing Authority also checks credit history and references of potential tenants.

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)

The Authority maintains a listing of residents who are interested in or pursuing homeownership opportunities either with the PRHA or in other private housing. The Authority intends to begin a site based waiting list for its elderly housing at Sycamore Towers.

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

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

Applications for public housing are taken at the PRHA Operations Office, which is a satellite administrative office at one of the housing developments

- 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? **1**

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? **1**

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

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

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

Other (list below)

(3) Assignment

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

One

Two

Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

Emergencies

Overhoused

Underhoused

Medical justification

Administrative reasons determined by the PHA (e.g., to permit modernization work)

Resident choice: (state circumstances below)

Other: (list below)

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

1 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- 1 Working families and those unable to work because of age or disability

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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)

The Authority checks with any previous assisted housing tenancy for drug related activities, possible evictions or tenant damage

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)

If it is requested we will share the address of the previous landlord.

(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)

Applications for Section 8 housing are taken at the PRHA Operations Office, which is a satellite administrative office at the Pecan Acres housing development

(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:

The Petersburg Redevelopment and Housing Authority extends the period for searches beyond 60 days for a variety of reasons some of which are due to market conditions which make searches more difficult, because of the disability of the applicant, and on account of other hardships experienced and demonstrated by applicants. Another factor taken into account is if residents are being relocated from existing Authority properties and have difficulty finding other housing in a timely manner. In all cases applicants must demonstrate hardship by obtaining request for lease approval (RLA) rejection notices.

(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

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- 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)
 - Extremely low income

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.

2 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- 2 Working families and those unable to work because of age or disability
- 2 Veterans and veterans' families
- 1 Residents who live and/or work in your jurisdiction
- 1 Those enrolled currently in educational, training, or upward mobility programs

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

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)
 - VHDA Operations Manual

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:

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

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?
2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:
- d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)
- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
- Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)
- Yes for all developments
- Yes but only for some developments
- No
2. For which kinds of developments are ceiling rents in place? (select all that apply)
- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion

- For certain size units; e.g., larger bedroom sizes
 - Other (list below)
3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

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

f. Rent re-determinations:

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

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

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

(2) Flat Rents

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

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

- At or above 90% but below 100% of FMR
- 100% of FMR at 7/1/99
- 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) This is currently being researched.

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached. (VA020d01.doc)
- 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	472	5%
Section 8 Vouchers	129	4%
Section 8 Certificates	275	4%
Section 8 Mod Rehab	215	4%
Special Purpose Section 8 Certificates/Vouchers (list individually) IGR	6	1%
Public Housing Drug Elimination Program (PHDEP)	472	5%
Other Federal Programs(list individually)		
HOPE I	50	2%
Scattered Site Homeownership	24	0%
Bunker Hill Development- South Adams	11	0%
Comp Grant	472	5%
FSS	45	10%
ED/SS	102	75%

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)

CODE OF FEDERAL REGULATIONS, HOUSING AND URBAN DEVELOPMENT, PARTS 800 AND 900, PUBLIC HOUSING AND SECTION 8

STANDARD OPERATING PROCEDURES, JULY, 1994, REVISED OCTOBER, 1998, ALL DEPARTMENTS, NUMBERS 110.1 – 910.1 (LISTING ATTACHED)

PERSONNEL POLICY AND EMPLOYEE HANDBOOK, MARCH 1, 1994
INCLUDING:

PROFESSIONAL DEVELOPMENT AND TRAINING PROCEDURES

NON-MONETARY REWARD SYSTEM

EMPLOYEE ASSISTANCE PROGRAM POLICY

SUMMARY OF FAMILY MEDICAL LEAVE ACT OF 1993

REDUCTION IN FORCE POLICY

GRIEVANCE PROCEDURE

SUBSTANCE ABUSE POLICY IN ACCORDANCE WITH THE DRUGFREE WORKPLACE ACT OF 1988

EMPLOYEE PERFORMANCE APPRAISAL POLICY, MARCH 1994

ADMISSIONS AND CONTINUED OCCUPANCY POLICY, NOVEMBER , 1997

RENT COLLECTION POLICY, SEPTEMBER 1996.

VACANCY NOTIFICATION POLICY

MAINTENANCE WORK PLAN, MAY 7, 1998.

PUBLIC HOUSING MANAGEMENT ASSESSMENT PROGRAM

ADMINISTRATIVE SERVICES AGREEMENT – VIRGINIA HOUSING DEVELOPMENT AUTHORITY/PETERSBURG HOUSING AUTHORITY

FAMILY SELF-SUFFICIENCY ACTION PLAN

ECONOMIC DEVELOPMENT/SUPPORTIVE SERVICES WORK PLAN, MAY, 1999

PUBLIC HOUSING DRUG ELIMINATION PROGRAM, DECEMBER 1997
COMPREHENSIVE GRANT PROGRAM
COST ALLOCATION PLAN
FAIR HOUSING ACT
AMERICANS WITH DISABILITES ACT
SECTION 504 OF THE FAIR HOUSING ACT
(2) Section 8 Management: (list below)
VIRGINIA HOUSING DEVELOPMENT AUTHORITY, SECTION 8
OPERATING MANUAL FOR ADMINISTRATIVE AGENTS.
SECTION 8 MANAGEMENT ASSESSMENT PROGRAM
VIRGINIA LANDLORD TENANT ACT

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

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

A. Public Housing

1. Yes **X** 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
X PHA development management offices
 Other (list below)

B. Section 8 Tenant-Based Assistance

1. **X** 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:

- VHDA Rules

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)
- Housing Operations Satellite Administrative Office at Pecan Acres

7. Capital Improvement Needs

[24 CFR Part 903.79 (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: VA020b011.xls)

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name : VA020e01.xls)

-or-

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

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

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

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

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

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

Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

Bunker Hill Redevelopment (South Adams Street) &
Homeownership Activities

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:

- Pin Oaks Density Reduction Planning

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

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

[24 CFR Part 903.7 9 (i)]

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

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

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

Designation of Public Housing Activity Description
1a. Development name: Sycamore Towers
1b. Development (project) number: VA020-002
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(30/06/00)</u>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 100
7. Coverage of action (select one) <input type="checkbox"/> Part of the development

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)

- Units addressed in a pending or approved demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- 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: (DD/MM/YYYY)	
5. Number of units affected:	
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

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

2. Program Description:

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? **10/07/98**

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)
Family Self Sufficiency	45	Random Selection	Housing Operations Satellite Administrative Office	Both
Economic Development and Supportive Services	102	TANF Criteria	Housing Operations Satellite Administrative Office	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:25/08/99)
Public Housing	21	9
Section 8	24	12

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.

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 use to determine the need for PHA actions to improve safety of residents (select all that apply).

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

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

- Pin Oaks
- Pecan Acres
- Cedar Lawn

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)

- Pin Oaks (VA 20-3)
- Pecan Acres (VA 20-1)
- Cedar Lawn (VA 20-5)

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)

- Same

D. Additional information as required by PHDEP/PHDEP Plan

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

Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

Yes No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?

Yes No: This PHDEP Plan is an Attachment.
(Attachment Filename: VA020f01.doc)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
 Not applicable
 Private management

- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)
 - Public Housing Development Homeownership
 - Mixed Finance Development Homeownership
 - Density Reduction Planning
 - Designated Housing Proposal

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) VA020g01.doc

Provided below:

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

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

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

Other: (list below)

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

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

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

3. Description of Resident Election Process

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

Candidates were nominated by resident and assisted family organizations

Candidates could be nominated by any adult recipient of PHA assistance

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

Other: (describe)

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: City of Petersburg

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

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

Other: (list below)

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

The Consolidated Plan 1995-2000 for the City of Petersburg prepared by the Petersburg Department of Planning and Community Development in cooperation with the Petersburg Redevelopment and Housing Authority lists public housing and community development

programs and initiatives resulting from ongoing planning and collaboration efforts between the City and the Housing Authority.

The following are included in the Consolidated Plan to address housing needs.

- HOME Consortium
- Petersburg Housing Corporation (PHC) programs for neighborhood and economic revitalization.
- Use of HOPE 1 and Section 5h sales proceeds as stated in HUD approved budgets for housing and economic development initiatives.
- Establish partnership to maximize housing, economic development and neighborhood revitalization initiatives.
- Density reduction at Pin Oaks.
- Rehabilitation of Public Housing to make them market competitive primarily utilizing Comprehensive Grant funds.
- Economic development, Public Housing resident initiatives.
- Other Priorities/Strategies/Programs include increasing affordable
- Homeownership opportunities for first time homebuyers. The Consolidated Plan supports PRHA HOPE 1 and 5h Programs, PRHA use of CDBG funds for administration of rehabilitation programs of PRHA, FSS programs, etc.

D. Other Information Required by HUD

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

Attachments

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

1. Admissions Policy for Deconcentration: (VA020a01.doc)
2. FY 2000 Capital Fund Program Annual Statement: (VA020b01.xls)
3. Most recent board-approved operating budget: (VA020c01.xls)
4. PHA Management Organizational Chart: (VA020d01.doc)
5. FY 2000 Capital Fund Program 5 Year Action Plan: (VA020e01.xls)
6. Public Housing Drug Elimination Program Plan: (VA020f01.doc)
7. Comments Resident Advisory Board/Meeting Minutes: (VA020g01.doc)

Optional Public Housing Asset Management Table

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

Public Housing Asset Management								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>
Pecan Acres VA020-001	16 - 1 40 - 2 48 - 3 36 - 4 8 - 5	General Modernization Activities (see VA020e01.xls)						Site Based Accounting
Sycamore Towers VA020-002	60 - 0 36 - 1 4 - 2	General Modernization Activities (see VA020e01.xls)			Elderly Designation Plan			
Pin Oaks VA020-003	16 - 1 40 - 2 52 - 3 34 - 4 6 - 5 2 - 6	General Modernization Activities (see VA020e01.xls)		Partial Demolition Planning				Site Based Accounting
Cedar Lawn VA020-005	20 - 2 22 - 3 8 - 4	Complete Modernization & HOPE I Activities preparatory to sales to eligible residents (see VA020e01.xls)					Sale of 50 Units	
Valor Drive VA020-006	11 - 2	General Modernization Activities (see VA020e01.xls)					Sale of 11 Units	
Scattered Sites VA020-10	27 - 3		Completed Development				All Units Sold or in Process	
Scattered Sites VA020-11	18 - 3		Completed Development				All Units Sold or in Process	
Scattered Sites VA020-12	16 - 3		Development in Process				All Units to be Sold	

S. Adams VA020-013	11 - 3		Development	Partial Demolition			Sale of 9 Units	Mixed Financing
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Annual Statement /Performance and Evaluation Report

U. S. Department of Housing
and Urban Development

OMB Approval No. 2577-0157 (7/98)

Comprehensive Grant Program (CGP)

Part I: Summary

Office of Public and Indian Housing

HA Name

Petersburg Redevelopment and Housing Authority

Comprehensive Grant Number
VA36P020-708-00

FFY of Grant Approval
2000

- Original Annual Statement Reserve for Disaster/Emergencies Revised Annual Statement/Revision Number _____ Performance and Evaluation Report for Program Year Ending
- Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (may not exceed 10% of 19)				
3	1408 Management Improvements		\$87,750.00		
4	1410 Administration		\$66,749.00		
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs		\$33,500.00		
8	1440 Site Acquisition				
9	1450 Site Improvement		\$70,000.00		
10	1460 Dwelling Structures		\$379,500.00		
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Nondwelling Structures		\$29,998.00		
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1495.1 Relocation Cost				
16	1490 Replacement Reserve				
17	1498 Mod Used for Development				
18	1502 Contingency (may not exceed 8% of 19)				
19	Amount of Annual Grant (Sum of lines 2-19)		\$667,497.00		
20	Amount of line 19 Related to LBP Activities				
21	Amount of line 19 Related to Section 504 Compliance				
22	Amount of line 19 Related to Security				
23	Amount of line 19 Related to Energy Conservation				

Signature of Executive Director and Date

Signature of Public Housing Director or Office of Native American Programs Administrator & Date:

X

X

1 To be completed for the Performance & Evaluation Report or a Revised Annual Statement
2 To be completed for the Performance & Evaluation Report

Annual Statement /Performance and Evaluation Report

U. S. Department of Housing
and Urban Development

OMB Approval No. 2577-0157 (7/31/98)

Comprehensive Grant Program (CGP)

708-00 Part II: Supporting Pages
PHA Wide

Office of Public and Indian Housing

Development Number/ Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
HA-Wide Mgmt. Improvmts	Mgt/Maintenance Training	1408		\$7,000.00				
	PM Program	"		\$30,000.00				
	Resident Initiatives Coord.	"		\$17,000.00				
	Resident Programs	"		\$18,750.00				
	"	"						
	"	"						
	Warehouse Renovation	"		\$15,000.00				
			Total 1408	\$87,750.00				
HA-Wide Admin	Salaries and Sundry	1410		\$66,749.00				
			Total 1410	\$66,749.00				
HA-Wide Fees and Costs	PHA Wide A & E Fees			\$21,000.00				
	Advertisement	1430		\$1,000.00				
	CGP Technical Assistance			\$4,000.00				
	Inspector	1430.7		\$7,500.00				
			Total 1430	\$33,500.00				
HA-Wide "		1465.1	Total 1465.1					
		1470						
			Total 1470					
"		1475						

Signature of Executive Director and Date

Signature of Public Housing Director and Date

X

X

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
(2) To be completed for the Performance and Evaluation Report

Annual Statement /Performance and Evaluation Report

U. S. Department of Housing
and Urban Development

OMB Approval No. 2577-0157 (7/31/98)

Comprehensive Grant Program (CGP)

708-00 Part II: Supporting Pages

Office of Public and Indian Housing

Development Number/ Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
VA 020-01 Pecan Acres	Site:	1450						
			Total Site:					
	Mechanical and Electrical:							
	Furnace Replacement	1470	35	\$200,000.00				
	Air Conditioning		40	\$75,000.00				
	Replace Electrical Switches & Outlets		150	\$7,500.00				
			Total M&E:		\$282,500.00			
	Building Exterior:							
	Replace Window Trim	1460	30	\$27,000.00				
			Total B.E.:		\$27,000.00			
	Dwelling Units:							
	None	1460						
			Total DUs:					
	Dwelling Equipment:							
	None	1465.1						
		Total D.E.:						
Interior Common Areas:								
None	1470							
		Total ICAs:						
Site-Wide Facilities:								
Maintenance Shed	1470			\$9,450.00				
		Total SWFs:		\$9,450.00				
Nondwelling Equipment:								
None	1475							
		Total NDE:						
Total Pecan			Project Total:	\$318,950.00				

Signature of Executive Director and Date

Signature of Public Housing Director and Date

X

X

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
(2) To be completed for the Performance and Evaluation Report

Annual Statement /Performance and Evaluation Report

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

Comprehensive Grant Program (CGP)

708-00 Part II: Supporting Pages

Development Number/ Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
VA 020-02 Sycamore Towers	Site: None							
			Total Site:					
	Mechanical and Electrical: None	1460						
			Total M&E:					
	Building Exterior: None	1460						
			Total B.E.:					
	Dwelling Units: Painting	1460		\$5,000.00				
			Total DUs:	\$5,000.00				
	Dwelling Equipment: None	1465.1						
			Total D.E.:					
Interior Common Areas: Refurbish Community Rooms	1470		\$11,098.00					
		Total ICAs:	\$11,098.00					
Site-Wide Facilities: None	1470							
		Total SWFs:						
Nondwelling Equipment: None	1475							
		Total NDE:						
Total, Sycamore			Project Total:	\$16,098.00				

Signature of Executive Director and Date

Signature of Public Housing Director and Date

X

X

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
(2) To be completed for the Performance and Evaluation Report

Annual Statement /Performance and Evaluation Report

Comprehensive Grant Program (CGP)

708-00

Part II: Supporting Pages

U. S. Department of Housing
and Urban Development

Office of Public and Indian Housing

Development Number/ Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
VA 020-03 Pin Oaks	Site: None	1450	Total Site:					
	Mechanical and Electrical: None							
	Building Exterior: None	1460	Total M&E:					
	Dwelling Units: None							
	Dwelling Equipment: None	1465.1	Total DUs:					
	Interior Common Areas: None							
	Site-Wide Facilities: Maintenance Shed	1470	Total ICA:					
	Nondwelling Equipment: None							
		1475	Total SWFs:	\$9,450.00				
	1475	Total NDE:						
Total, Pin Oaks			Project Total:	\$9,450.00				

Signature of Executive Director and Date

Signature of Public Housing Director and Date

X

X

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
(2) To be completed for the Performance and Evaluation Report

Annual Statement /Performance and Evaluation Report

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

Comprehensive Grant Program (CGP)

708-00

Part II: Supporting Pages

Development Number/ Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
VA 020-05 Cedar Lawn	Site: Landscaping and Sitework	1450		\$70,000.00				
	Mechanical and Electrical: None	1460	Total Site:	\$70,000.00				
	Building Exterior: Fascade Treatments Trim & Siding Improvements Paint, Shutters, Door Surround & Hardwre	1460	Total M&E:	\$25,000.00 \$25,000.00 \$15,000.00				
	Dwelling Units: None	1460	Total B.E.:	\$65,000.00				
	Dwelling Equipment: None	1465.1	Total DUs:					
	Interior Common Areas: None	1470	Total D.E.:					
	Site-Wide Facilities: None	1470	Total ICAs:					
	Nondwelling Equipment: None	1475	Total SWFs:					
			Total NDE:					
Total,	Cedar Lawn		Project Total:	\$135,000.00				

Signature of Executive Director and Date

Signature of Public Housing Director and Date

X

X

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To be completed for the Performance and Evaluation Report

Page 5 of 6

ref Handbook 7485.3
OMB Approval No. 2577-0157 (7/31/98)

Annual Statement /Performance and Evaluation Report

U. S. Department of Housing
and Urban Development

Comprehensive Grant Program (CGP)

708-00

Part II: Supporting Pages

Office of Public and Indian Housing

Development Number/ Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
VA 020-06 N. Valor	Site: None	1450						
			Total Site:					
	Mechanical and Electrical: None	1460						
			Total M&E:					
	Building Exterior: None	1460						
			Total B.E.:					
	Dwelling Units: None	1460						
			Total DUs:					
	Dwelling Equipment: None	1465.1						
			Total D.E.:					
Interior Common Areas: None	1470							
		Total ICAs:						
Site-Wide Facilities: None	1470							
		Total SWFs:						
Nondwelling Equipment: None	1475							
		Total NDE:						
Total, N. Valor			Project Total:					

Signature of Executive Director and Date

Signature of Public Housing Director and Date

X

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
(2) To be completed for the Performance and Evaluation Report

X

Annual Statement /Performance and Evaluation Report

Comprehensive Grant Program (CGP)

Part II: Supporting Pages

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

Development Number/ Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
VA 020-06	Site: none	1450						
Reservoir			Total Site:					
	Mechanical and Electrical: none	1460	Total M&E:					
	Building Exterior: none	1460	Total B.E.:					
	Dwelling Units: none	1460	Total DUs:					
	Dwelling Equipment: none	1465.1	Total D.E.:					
	Nondwelling Equipment:	1475	Total NDE:					
Total, Reservoir			Project Total:					

Signature of Executive Director and Date

Signature of Public Housing Director or Office of Native American Programs Administrator and Date

X

X

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
(2) To be completed for the Performance and Evaluation Report

Annual Statement /Performance and Evaluation Report

U. S. Department of Housing
and Urban Development

OMB Approval No. 2577-0157 (7/31/98)

Comprehensive Grant Program (CGP)

Part III: Implementation Schedule

Office of Public and Indian Housing

Development Number/ Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
HA-Wide	03/31/02			03/31/03			
1408	03/31/02			03/31/03			
1410	03/31/02			03/31/03			
1430	03/31/02			03/31/03			
1470	03/31/02			03/31/03			
1475	03/31/02			03/31/03			
VA 020-01 Pecan	03/31/02			03/31/03			
VA 020-02 Sycamore	03/31/02			03/31/03			
VA 020-03 Pin Oaks	03/31/02			03/31/03			
VA 020-05 Cedar Lawn	03/31/02			03/31/03			
VA 020-06 N. Valor	03/31/02			03/31/03			

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 \$103,152** _____
- 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

The Petersburg Redevelopment and Housing Authority has developed a comprehensive and detailed plan to coordinate the activities of law enforcement, property management, administration and social services in an effort to eradicate drug trafficking and drug related crime at and in the vicinity of all of its properties. These activities are coordinated and coupled with the efforts of the City of Petersburg in it’s “Weed and Seed” venture and are abetted by other of the Authority’s and City’s cooperative efforts to reduce crime and stabilize neighborhoods throughout the city. The basic plan for the ongoing program devised by the Authority relies on three major factors, these are analysis, flexibility and accountability. Each of the developments of the Authority have different drug related crime problems and differing situations in regards to security, resident participation and it would be unlikely that one strategy would be likely to settle the incompatible situation at each of the developments. This is the reason for our current change of management and the new crime suppression approach offered by the Authority.

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)
Pin Oaks Estates	150	453
Pecan Acres Estates	148	426
Cedar Lawn Estates	50	65
Sycamore Towers	100	102

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 X 24 Months _____ 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	\$239,847	VA36DEP0200195	0	None	5/15/98
FY 1996					
FY 1997	\$141,600	VA26DEP0200197	\$73,230.90	1	6/30/00
FY1998					
FY 1999	\$103,000	VA26DEP0200199	\$103,000	None	2/1/02

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 implementation program rests on three tactical areas, these are Law Enforcement, Prevention, and Intervention

We are utilizing a community policing model and devoting the most funding from the grant for this aspect of the program. As an adjunct to our security readiness we are preparing to reorganize the way crime and nuisance data is collected and stored for all of the properties, this will enable detailed tracking and analysis of activities at the developments which will permit an appraisal of the effectiveness of intervention strategies by development.

Prevention efforts are being directed by a wide variety of participants who will for the most part be providing the Authority with the resources to steer young people away from drugs and crime and into productive, educational and recreational ends. These efforts are led by a team of community based organizations and have the contribution not only of the Authority and city but also partnerships with the Junior Police Academy, Campus of Learners, Police Athletic League, the Petersburg Public Library, the Department of Social Services, Boys and Girls Clubs, Youth Services Commission, District 19 Youth Services, 4-H Youth Program and Virginia State University.

In the pursuit of its intervention strategy to promote maximum flexibility on the part of project task leaders and to develop a system of measurable objectives for the property managers to evaluate the effectiveness of their tactics, the PRHA reevaluates its reporting criteria for crime and nuisance events, automates the reporting criteria and delivers up to date data for assessment, strategy design and reaction to changes.

These objectives and data monitor the success of the objectives of the program.

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	\$67,800
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	\$750
9150 - Physical Improvements	
9160 - Drug Prevention	\$15,629
9170 - Drug Intervention	\$3,500
9180 - Drug Treatment	
9190 - Other Program Costs	\$15,473
TOTAL PHDEP FUNDING	\$103,152

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: \$67,800		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1. Two Police Officers			3/1/01	9/30/02	\$67,800	\$19,200 PPD	Decrease in Crime
2.							
3.							

9140 - Voluntary Tenant Patrol					Total PHDEP Funding: \$750.00		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.National Night Out	1046	Public Housing	6/01	6/02	\$750.00	\$1,500 TOPs	Signs Banners Whistles, etc
2.							

3.							
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9160 - Drug Prevention					Total PHDEP Funding: \$15,629		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.Junior Police Academy	25	P H Youth	6/01	9/02	\$7,500	\$2,2,15 JPA	Graduate 25 Youth
2.Alternatives for Youth	40	P H Youth	6/01	9/02	\$3,629		Engage youth education
3.PAL	50	P H Youth	6/01	9/02	\$4,500	\$22,000 PAL	Recreation Activities

9170 - Drug Intervention					Total PHDEP Funding: \$3,500.00		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.Stat & Data Evaluation	1046	P H Residents	3/00	9/01	\$3,500		Update Database
2.							
3.							

9190 - Other Program Costs					Total PHDEP Funds: \$15,473		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.General Administration			3/1/0	12/31/02	\$15,473		Manage Grant
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	<i>Activity 1</i>	<i>\$45,200</i>	<i>Activity 1</i>	<i>\$67,800</i>
9120				
9130				
9140	<i>Activity 1</i>	<i>\$750</i>	<i>Activity 1</i>	<i>\$750</i>
9150				
9160	<i>Activities 1,2,3</i>	<i>\$10,334</i>	<i>Activities 1,2,3</i>	<i>\$15,629</i>
9170	<i>Activity 1</i>	<i>\$3,500</i>	<i>Activity 1</i>	<i>\$3,500</i>
9180				
9190	<i>Activity 1</i>	<i>10,300</i>	<i>Activity 1</i>	<i>\$15,473</i>
TOTAL		<i>\$70,084</i>		<i>\$103,152.00</i>

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.”

A hard copy of the signed certifications of compliance has been submitted to the HUD area office by the Authority.