

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

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 2001

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

PHA Plan Agency Identification

PHA Name: ANNISTON HOUSING AUTHORITY

PHA Number: AL004

PHA Fiscal Year Beginning: 04/2001

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)

MISSION STATEMENT:

The basic goal of this Housing Authority is to serve the needs of low-income persons in the Anniston Housing Authority Jurisdiction.

This can be done by taking steps to:

1. Promote adequate and affordable housing
2. Promote economic opportunity
3. Promote a suitable living environment without discrimination.

Our goal is to provide drug free, decent, safe, and sanitary housing for eligible families and to provide opportunities and promote self-sufficiency and economic independence for residents.

In order to achieve this mission, we will:

Recognize resident as our ultimate customer;

Improve Public Housing Authority (HA) management and service delivery efforts through effective and efficient management of HA staff;

Seek problem-solving partnerships with residents, community, and government leadership;

Apply HA resources to the effective and efficient management and operation of public housing programs, taking into account changes in Federal funding.

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.

B. Goals

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

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

- PHA Goal: Expand the supply of assisted housing
Objectives:
 - Apply for additional rental vouchers: **up to 500 by FY 2005**
 - Reduce public housing vacancies: **5% by FY 2004**
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)

- PHA Goal: Improve the quality of assisted housing
Objectives:
 - Improve public housing management: (PHAS score) **90% by FY 2004**
 - Improve voucher management: (SEMAP score) **90% by FY 2004**
 - Increase customer satisfaction:
 - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units: **60 units by FY 2005 (contracts signed 11/30/00 for 12 units to begin January 2001.**
 - Demolish or dispose of obsolete public housing:

- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

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

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

- PHA Goal: Provide an improved living environment
 - Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: **Flat rents at all developments by FY 2002. Note: this was accomplished and implemented 10-1-2000.**
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - Implement public housing security improvements: **Accomplished, police sub-station and security fence implemented at Cooper Homes.**
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - Other: (list below) **A/C installed at 4-1 (504's), 4-6, 4-7a, 7-7b**

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households
 - Objectives:
 - Increase the number and percentage of employed persons in assisted families: **5% by FY 2004**

- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing Objectives:
 - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - 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) **Continue to meet 100% of all above listed objectives through FY 2004.**

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2001
[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 purpose of the Agency Plan is to empower and equip the PHA to exercise optimum flexibility in meeting local housing needs within the community while meeting its own needs. The Agency Plan contains a *FY-2000-FY-2004 Five Year Plan* that includes the Authority's mission and long range goals and objectives.

The *FY-2001 Annual Plan* addresses the Authority's immediate operations, current policies, program participants, programs and services, and the PHA's strategy for handling operational concerns, resident concerns and needs, and programs and services for the upcoming fiscal year. The Agency Plan outlines the PHA's efforts in meeting the needs of the very-low, low, and moderate-income population in its community as well as serves as a management, operational and accountability tool for the PHA.

Preliminary planning sessions were conducted with the Authority's residents, Resident Advisory Board, community leaders and organizations, and State and local authorities during the development of the Agency Plan to ensure that the needs of the residents and community are addressed in the Agency Plan. The Agency Plan is consistent with the State's Consolidated Plan.

This Agency Plan contains a *FY-2000-FY-2004 Five Year Plan* (mission, goals and objectives) and a *FY-2001 Annual Plan*. Each of the 20 sections in the Agency Plan is preceded by a title page. An Annual Plan and/or update of the Agency Plan will be submitted to HUD annually at least 75 days before the start of the succeeding fiscal year.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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

Table of Contents

	<u>Page #</u>
Annual Plan	
i. Executive Summary	1
ii. Table of Contents	2
1. Housing Needs	5-11
2. Financial Resources	11-13
3. Policies on Eligibility, Selection and Admissions	13-22
4. Rent Determination Policies	22-26
5. Operations and Management Policies	26-28
6. Grievance Procedures	28
7. Capital Improvement Needs	29-30
8. Demolition and Disposition	30-31
9. Designation of Housing	31-32
10. Conversions of Public Housing	32-34
11. Homeownership	34-35
12. Community Service Programs	36-39
13. Crime and Safety	39-41
14. Pets (Inactive for January 1 PHAs)	41-46
15. Civil Rights Certifications (included with PHA Plan Certifications)	47
16. Audit	47
17. Asset Management	47
18. Other Information	48-49

Attachments

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

Required Attachments:

- Admissions Policy for Deconcentration : **(Attachment A)**
- FY 2000 Capital Fund Program Annual Statement: **(Attachment B)**
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- Resident Advisory Board Members **(Attachment G)**

Optional Attachments:

- PHA Management Organizational Chart: **(Attachment E)**
- FY 2000 Capital Fund Program 5 Year Action Plan: **(Attachment B)**
- Public Housing Drug Elimination Program (PHDEP) Plan: **(Attachment C)**
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text): **(Attachment D)**

Other (List below, providing each attachment name) RASS Survey Improvements. **(Attachment F)**

Five Year Statement of meeting goals**(Attachment H)**

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
YES	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
YES	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
YES	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
YES	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
YES	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
YES	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
YES	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
YES	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
YES	Public housing rent determination policies, including the methodology for setting public housing flat rents	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	
YES	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
YES	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
YES	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
YES	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
YES	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
YES	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
YES	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
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
YES	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
YES	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
YES	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	1272	5	4	4	2	3	2
Income >30% but <=50% of AMI	724	4	3	4	2	3	2
Income >50% but <80% of AMI	752	3	4	4	2	3	2
Elderly	862	4	5	5	3	3	4
Families with Disabilities	911	4	5	5	3	3	2
Race/Ethnicity 1	N/a	4	5	5	3	3	2
Race/Ethnicity 2	N/a	4	3	4	3	3	2
Race/Ethnicity 3	N/a	4	3	4	3	3	2
Race/Ethnicity							

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

- Consolidated Plan of the Jurisdiction/s
Indicate year: **2000**
- 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	131		226
Extremely low income <=30% AMI	110	84	
Very low income (>30% but <=50%	19	14.5	

Housing Needs of Families on the Waiting List			
AMI)			
Low income (>50% but <80% AMI)	2	.015	
Families with children	98	74.8	
Elderly families	2	.015	
Families with Disabilities	7	5	
Race/ethnicity 1 / 2	28	21.4	
Race/ethnicity 2 / 2	102	77.9	
Race/ethnicity 3 / 2	1	.01	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	32	24.4	56
2 BR	46	35.1	101
3 BR	35	26.7	56
4 BR	14	10.7	9
5 BR	0	0	0
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List (SEC 8)			
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

Housing Needs of Families on the Waiting List (SEC 8)			
Waiting list total	98		
Extremely low income <=30% AMI	78	80	
Very low income (>30% but <=50% AMI)	20	20	
Low income (>50% but <80% AMI)	0	0	
Families with children	84	86	
Elderly families	2	2	
Families with Disabilities	8	8	
Race/ethnicity 2 / 2	83	85	
Race/ethnicity 1 / 2	13	13	
Race/ethnicity 1 / 1	2	2	
Race/ethnicity			
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)? 12			
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 type="checkbox"/> No <input checked="" 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.

(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 **Flat rents and income exclusions**
- Other: (list below)

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

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

Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

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

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

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

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

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

Select if applicable

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

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

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

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

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

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

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2000 grants)		
a) Public Housing Operating Fund	1,219,000	
b) Public Housing Capital Fund	1,263,000	
c) HOPE VI Revitalization	N/a	
d) HOPE VI Demolition	N/a	
e) Annual Contributions for Section 8 Tenant-Based Assistance	805,000	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	171,459	
g) Resident Opportunity and Self-Sufficiency Grants	75,000	
h) Community Development Block Grant	N/a	
i) HOME	N/a	
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
AL09P00450100	862,707	Mod
3. Public Housing Dwelling Rental Income	510,000	Public Housing Operations
4. Other income (list below)		
Maintenance repair and fees	35,900	PH Operations
Interest	29,000	PH Operations
4. Non-federal sources (list below)		
State of AL SFP	97,000	Resident Services

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Total resources	5,068,066	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

- When families are within a certain number of being offered a unit: (state number) **Near the top of the waiting list.**
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe) **At the time of application.**

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

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

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

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

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

(2) Waiting List Organization

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

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

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

- PHA main administrative office
- PHA development site management office
- Other (list below) **Website by FY 2003**

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

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

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

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

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

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

(3) Assignment

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

- One
- Two
- Three or More

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

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

(4) Admissions Preferences

a. Income targeting:

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

b. Transfer policies:

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

- Emergencies
- Over-housed
- Under-housed
- 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)
- 1 Victims of domestic violence
- 2 Substandard housing
- 1 Homelessness
- 2 High rent burden

Other preferences (select all that apply)

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

4. Relationship of preferences to income targeting requirements:

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

(5) Occupancy

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

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

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

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

(6) Deconcentration and Income Mixing

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

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

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

- Adoption of site based waiting lists
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
 - a. Glen Addie Homes
 - b. Cooper Homes

- c. Norwood Homes
- d. Constantine Homes
- e. Barber Terrace
- f. Parkwin/Washington Homes
- 4-7a Tinsley Manor
- 4-7b Fairview Terrace

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

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
 - Federal public housing
 - Federal moderate rehabilitation
 - Federal project-based certificate program
 - Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- PHA main administrative office
 - Other (list below)

(3) Search Time

- a. Yes No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

(4) Admissions Preferences

- a. Income targeting

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

- b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

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

Former Federal preferences

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

Other preferences (select all that apply)

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

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

Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

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

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

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

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

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

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

(5) Special Purpose Section 8 Assistance Programs

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

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

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

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

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

(1) Income Based Rent Policies

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

a. Use of discretionary policies: (select one)

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

---or---

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

b. Minimum Rent

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

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

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

3. If yes to question 2, list these policies below: **Per Hud Policy**

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: **When 30% exceeds the flat rents and ceiling rents.**

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) **HUD determined**

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) **Market comparability study of units of similar nature and amenities was conducted by a consultant and adopted on 10-1-2000.**

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

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

(2) Minimum Rent

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

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

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

A. PHA Management Structure

Describe the PHA’s management structure and organization.

(select one)

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

B. HUD Programs Under PHA Management

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

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	721	230
Section 8 Vouchers	227	45
Section 8 Certificates	N/a	N/a
Section 8 Mod Rehab	N/a	N/a
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/a	N/a
Public Housing Drug Elimination Program (PHDEP)	748	230
Other Federal Programs(list individually)		
ROSS	Just awarded	230

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.

- (2) Public Housing Maintenance and Management: (list below)

Personnel Policy
Maintenance Operating Procedures
AHA Policy Manual
Pest Control Policy
Admission and Continued Occupancy Policy
Grievance Procedure

- (2) Section 8 Management: (list below)

Administrative Plan

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

If yes, list additions to federal requirements below:

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

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

B. Section 8 Tenant-Based Assistance

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

If yes, list additions to federal requirements below:

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

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-or-

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

(2) Optional 5-Year Action Plan

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

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

b. If yes to question a, select one:

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

-or-

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

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

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

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

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

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

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

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

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

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

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

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

- | |
|--|
| <input type="checkbox"/> Part of the development
<input type="checkbox"/> Total development |
|--|

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY)

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.

COMMUNITY SERVICE POLICY

- A. Each non-exempt adult public housing resident must contribute eight (8) hours of community service or participate in a self-sufficiency program for eight (8) hours in each month. Community Service is the performance of voluntary work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community. Community Service does not include political activities.

Note:

For purposes of the community service requirement an adult is a person eighteen (18) years or older.

- B. Exempt: The following adult family members are exempt:
- (1) 62 years of age or older
 - (2) Persons with qualifying disabilities which prevent the individual's compliance. The individual must provide appropriate documentation to support the qualifying disability, which may include self certification. In addition, any person who is the primary caretaker of such individual is exempt.
 - (3) Persons engaged in work activities as defined in section 407.(d) of the Social Security Act.
 - (4) Persons participating at least eight (8) hours a month in a welfare-to-work program.
 - (5) Person receiving assistance from and in compliance with a State program funded under Part A, Title IV of the Social Security Act.

- C. Proof of Compliance: Each head of household must present to the HA office documentation that he/she and all other persons eighteen years of age or older living in the household, who are not exempt, have complied with this section. Documentation may include a letter from the agency on letterhead or other official document. Any such documentation shall be verifiable by the HA. Failure to comply with the Community Service Requirement and to provide appropriate verifiable documentation prior to the date required shall result in the lease not being renewed by the HA. Provided, however, that the HA may allow the family member who is not in compliance to complete the requirements within the following year as follows: The head of household and the person not in compliance shall sign an agreement stating that the deficiency will be cured within the next twelve months. Proof of compliance with the agreement shall be made by the head of household annually at re-certification. Failure to comply with the agreement shall result in the lease being terminated for such non-compliance, unless the person(s), other than the head of household, no longer resides in the unit and has been removed from the lease.

FAILURE TO COMPLY WITH THE COMMUNITY SERVICE REQUIREMENT AND TO PROVIDE APPROPRIATE VERIFIABLE DOCUMENTATION PRIOR TO THE DATE REQUIRED SHALL RESULT IN THE LEASE NOT BEING RENEWED BY THE HA.

- D. Changes in Exempt or Non-Exempt Status will be handled during an interim or annual re-certification.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 11/10/2000

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)
Cooper Care Program	32		Cooper Homes	Both
Head Start Program	53	Application	Constantine	Both
Boys & Girls Club	146	Application	Constantine	Both
Boys & Girls Club	55	Application	Norwood	Both

Scout Reach Program		Sign-Up	Glen Addie/Norwood	Both
Girl Scouts	36	Sign-up	Glen Addie/Norwood	Both
Nursing Assistance Program	6	Application	Main	PH only
Resident Economic Opportunity Program	5	Job Application	All Sites	PH

(2) Family Self Sufficiency program/s

a. Participation Description

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

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

C. Welfare Benefit Reductions

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

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

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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

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)

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 **ASAP and Boys & Girls Club**
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors **ASAP**
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

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

C. Coordination between PHA and the police

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

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

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

- Cooper Homes** **Barber Terrace**
- Constantine Homes** **Norwood Homes**

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: _____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

PET POLICY

ANNISTON HOUSING AUTHORITY (HA)

Section I.

1. Pet ownership: A tenant may own one or more common household pets or have one or more common household pets present in the dwelling unit of such tenant, subject to the following conditions:
 1. Each head of household may own up to two pets. If one of the pets is a dog or cat, (or other four legged animal), the second pet must be contained in a cage or an aquarium for fish. Each bird or other animals, other than fish, shall be counted as one pet.
 2. If the pet is a dog or cat, it must be neutered/spayed by the age of six (6) months, and cats must be declawed by the age of three (3) months. The evidence can be provided by a statement/bill from a veterinarian and/or staff of the humane society. The evidence must be provided prior to the execution of the agreement and/or within 10 days of the pet becoming of the age to be neutered/spayed or declawed. Tenant must provide waterproof and leak proof litter boxes for cat waste, which must be kept inside the dwelling unit. Cardboard boxes are not acceptable and will not be approved. The tenants shall not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary. Also, the weight of a cat cannot exceed 10 pounds (fully grown) and a dog may not exceed 20 pounds in weight (fully grown). All other four-legged animals are limited to 10 pounds (fully grown).
 3. If the pet is a bird, it shall be housed in a birdcage and cannot be let out of the cage at any time.
 4. If the pet is a fish, the aquarium must be twenty gallons or less, and the container must be placed in a safe location in the unit. The tenant is limited to one container for the fish; however, there is no limit on the number of fish that can be maintained in the container as long as the container is maintained in a safe and nonhazardous manner.
 5. If the pet is a cat or dog, it must have received rabies and distemper inoculations or boosters, as applicable. Evidence of inoculations can

be provided by a statement/bill from veterinarian or staff of the Humane Society and must be provided before the execution of this agreement.

6. All pets must be housed within the unit and no facilities can be constructed outside of the unit for any pet. No animal shall be permitted to be loose and if the pet is taken outside, it must be taken outside on a leash and kept off other tenant's lawns. Also, all pets must wear collars with identification at all times. Pets without a collar will be picked up immediately and transported to the Humane Society or other appropriate facility.
 7. All authorized pet(s) must be under the control of an adult. An unleashed pet, or one tied to a fixed object, is not considered to be under the control of an adult. Pets which are unleashed, or leashed and unattended, on HA property may be impounded and taken to the local Humane Society. It shall be the responsibility of the tenant to reclaim the pet at the expense of the tenant. Also, if a member of the HA staff has to take a pet to the Humane Society, the tenant will be charged \$50 to cover the expense of taking the pet(s) to the Humane Society.
 8. Pet(s) may not be left unattended for more than twenty-four consecutive hours. If it is reported to the HA staff that a pet(s) has been left unattended for more than a twenty-four (24) consecutive hour period, the HA staff may enter the unit and remove the pet and transfer the pet to the Humane Society. Any expense to remove and reclaim the pet from any facility will be the responsibility of the tenant. In the case of an emergency, the HA will work with the residents to allow more than 24 hours for the resident to make accommodations for the pet.
 9. Pet(s), as applicable, must be weighted by a veterinarian or staff of the Humane Society. A statement containing the weight of the pet must be provided to the HA prior to the execution of this agreement and upon request by the HA.
1. Responsible pet ownership: Each pet must be maintained responsibly and in accordance with this pet ownership lease addendum and in accordance with all applicable ordinances, state and local public health, animal control, and animal anti-cruelty laws and regulations governing pet ownership. Any waste generated by a pet must be properly and promptly disposed of by the tenant to avoid any unpleasant unsanitary odor from being in the unit.
 3. Prohibited Animals: Animals or breeds of animals that are considered by the HA to be vicious and/or intimidating will not be allowed. Some examples of animals that have a reputation of a vicious nature are: reptiles, rottweilers, doberman pinscher, chows, pit bulldogs, and/or any animal that displays vicious behavior. This

determination will be made by an HA representative prior to the execution of this lease addendum.

4. Pet(s) shall not disturb, interfere or diminish the peaceful enjoyment of other tenants. The terms “disturb, interfere or diminish” shall include, but not limited to, barking, howling, chirping, biting, scratching, and other like activities. This included any pets that make noise continuously and/or incessantly for a period of 10 minutes or intermittently for one-half hour or more and therefore disturbs any person at any time of the day or night. The housing manager will terminate this authorization if a pet disturbs other tenants under this section of the lease addendum. The tenant will be given one week to make other arrangements for the care of the pet or the dwelling lease will be terminated.
5. If the animal should become destructive, create a nuisance, represent a threat to the safety and security of other persons, or create a problem in the area of cleanliness and sanitation, the Housing Authority Manager will notify the tenant, in writing, that the animal must be removed from the Public Housing Development within 10 days of the date of the notice from the HA. The pet may remain with the tenant during the hearing process unless the HA has determined that the pet may be a danger or threat to the safety and security of other persons. If this determination has been made by the HA, the pet must be immediately removed from the unit upon receipt of the notice from the HA.
6. The tenant is solely responsible for cleaning up the waste of the pet within the dwelling and on the premises of the public housing development. If the pet is taken outside, it must be on a leash at all times. If there is any visible waste by the pet, it must be disposed of in a plastic bag, securely tied and placed in the garbage receptacle for their unit. If the HA staff is required to clean any waste left by a pet, the tenant will be charged \$25 for the removal of the waste.
7. The tenant shall have pets restrained so that maintenance can be performed in the apartment. The tenant shall, whenever an inspection or maintenance is scheduled, either be at home or shall have all animals restrained or caged. If a maintenance person enters an apartment where an animal is not restrained, maintenance shall be performed, and the tenant shall be charged \$25. If the same situation again occurs, the pet shall be removed from the premises. Pets that are not caged or properly restrained may be impounded by animal control officers or by HA staff and taken to the local Humane Society. It shall be the responsibility of the tenant to reclaim the pet at the expense of the tenant. Also, if a member of the HA staff takes a pet to the Humane Society, the tenant will be charged an additional \$50 to cover the expense of taking the pet(s) to the Humane Society. The HA shall not be responsible if any animal escapes from the residence due to maintenance, inspections or other activities of the landlord.
8. Pets may not be bred or used for any commercial purposes.

Section II. Schedule of Annual Fees and Initial Deposit

Fee and Deposit Schedule

(An Annual Fee and Deposit if required for each pet)

Type of Pet	Fee	Deposit
Dog	\$150	\$250
Cat	\$100	\$150
Fish Aquarium	\$ 50	\$100
Fish Bowl (requires no power and no larger Than 2 gallons)	\$ 0	\$ 25
Caged Pets	\$100	\$150

Note: The above schedule is applicable for each pet; therefore, if a tenant has more than one pet, he or she must pay the applicable annual fee and deposit for each pet.

The entire annual fee and deposit (subject to the exception listed below) must be paid prior to the execution of the lease addendum. No pet shall be allowed in the unit prior to the completion of the terms of this pet policy. The annual fee shall be paid at the time of reexamination each year and all proof of inoculations and other requirements shall be made available to the HA at such time. The annual fee is not reimbursable. The deposit made shall be utilized to offset damages caused by the pet and/or tenant. Any balance, if any, from the deposit will be refunded to the tenant. THERE SHALL BE NO REFUND OF THE ANNUAL FEE.

It shall be a serious violation of the lease for any tenant to have a pet without proper approval and without having complied with the terms of this policy. Such violation shall be considered to be a violation of Paragraph IV (L) of the lease (a serious violation) and the HA will issue a termination notice. The tenant will be entitled to a grievance hearing in accordance with the provisions of Paragraph 5 of this Pet Policy or the Grievance Procedure, as applicable.

RESIDENT ACKNOWLEDGEMENT

After reading and/or having read to me this lease addendum
I, _____ **agree to the following:**
(Print Name)

I agree to abide by the requirements outlined in this lease addendum for pet ownership and to keep pet(s) in accordance with this lease addendum.

I agree and understand that I am liable for any damage or injury whatsoever caused by pet(s) and shall pay the landlord or applicable party for any damages or injury caused by the pet(s). I also realize that I should obtain liability insurance for pet ownership and that paying for the insurance is my responsibility.

I agree to accept full responsibility and will indemnify and hold harmless the landlord for any claims by or injuries to third parties or their property caused by my pet(s).

I agree to pay a non-refundable annual fee of \$ _____ to cover some of the additional operating cost incurred by the HA. I also understand that this fee is due and payable prior to the execution of this lease addendum and each twelve months thereafter.

I agree to pay a refundable pet deposit \$ _____ to the HA. The Annual Fee and Initial Deposit must be paid prior to the execution of this lease addendum. The pet deposit may be used by the landlord at the termination of the lease toward payment of any rent or toward payment of any other costs made necessary because of tenant's occupancy or the premises. Otherwise, the pet deposit, or any balance remaining after final inspection, will be returned to the tenant after the premises are vacated and all keys have been returned.

I AGREE AND UNDERSTAND THAT ALL INFORMATION CONCERNING MY PET(S) MUST BE UPDATED ANNUALLY AND PROVIDED TO THE HA AT THE ANNUAL REEXAMINATION. ANNUAL FEES SHALL BE PAYABLE IN FULL TWELVE MONTHS FROM THE APPROVAL DATE.

I AGREE AND UNDERSTAND THAT VIOLATING THIS LEASE ADDENDUM MAY RESULT IN THE REMOVAL OF THE PET(S) FROM THE PROPERTY OF THE HA AND/OR EVICTION. I ALSO UNDERSTAND THAT I MAY NOT BE ALLOWED TO OWN ANY TYPE OF PET IN THE FUTURE WHILE BEING AN OCCUPANT OF THE HA.

I ALSO UNDERSTAND THAT I MUST OBTAIN PRIOR APPROVAL FROM THE HA BEFORE MAKING A CHANGE OF A PET FOR WHICH THIS POLICY WAS APPROVED OR ADDING A SECOND PET. ALSO, A PICTURE MAY BE TAKEN BY THE HA STAFF OF THE PET(S) FOR DOCUMENTATION.

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)

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) **Attachment D**
- 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)

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

THE ANNISTON HOUSING AUTHORITY CURRENTLY DOES NOT HAVE A RESIDENT ON THE GOVERNING BOARD. THE NEXT AVAILABLE OPENING ON THE AHA BOARD WILL BE IN AUGUST OF 2001. AT THAT TIME, THE MAYOR OF ANNISTON WILL APPOINT A RESIDENT FROM PUBLIC HOUSING OR SECTION 8 TO SERVE.

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: ANNISTON, AL
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) **Signed Certification**

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.

PHA Plan Table Library

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

Annual Statement Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number AL09P004502 FFY of Grant Approval: (02/2001)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	126,000
3	1408 Management Improvements	157,566
4	1410 Administration	106,130
5	1411 Audit	680
6	1415 Liquidated Damages	
7	1430 Fees and Costs	93,340
8	1440 Site Acquisition	
9	1450 Site Improvement	5,400
10	1460 Dwelling Structures	619,351
11	1465.1 Dwelling Equipment-Nonexpendable	42,550
12	1470 Nondwelling Structures	28,000
13	1475 Nondwelling Equipment	77,200
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	7,000
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	1,263,217
21	Amount of line 20 Related to LBP Activities	84,631
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	10,763
24	Amount of line 20 Related to Energy Conservation Measures	322,894

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

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
AL004004 Constantine Homes	Dwelling units, full interior and exterior Modernization. Units-abatement and asbestos.	1460	491,351
AL004007A Tinsley Manor	Dwelling Units-Installation of heating and cooling systems.	1460	76,000
AL004007B Fairview Terrace	Dwelling Units-Installation of heating and cooling systems.	1460	52,000
	Total 1460		619,351
	Operations	1408.1	5,000
	Resident Initiative Salary	1408.2	38,710
	Receptionist Clerk	1408.3	21,689
	CGP Clerk Salary	1408.4	28,167
	Computer Software	1408.5	4,000
	Youth Programs	1408.6	20,000
	Resident Programs	1408.7	30,000
	Management Consultant	1408.8	10,000
	Total 1408		157,566
	Pro-rated staff salaries	1410.1	66,082
	Travel	1410.5	5,000
	Employee Benefits	1410.9	32,548
	Sundry	1410.6	2,500
	Total 1410		106,130
	Audit Cost	1411	680
	Total 1411		680

	A & E fees	1430.1	38,000
	Technical Assistance	1430.7	55,340
	Total 1430		93,340
	Stove/Refrigerators	1465	27,550
	Space Heaters	1465	15,000
	Total 1465		42,550
	Office Equipment	1475.1	5,000
		1475.2	40,200
		1475.3	22,000
		1475.4	10,000
	Total 1475		77,200
	Relocation Cost	1495.1	7,000
	Total 1495.1		7,000
AL004001 Glen Addie Homes	Site Renovation, installation of walkways	1450	5,400
	Total 1450		5,400
	Site Wide Facilities	1470	28,000
	Total 1470		28,000
	Project Total		1,263,217

**Annual Statement
Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
Staff Professional	03/31/03	03/31/04
Training		
Resident	03/31/03	03/31/04
Salary/Fringe		
Receptionist Clerk	03/31/03	03/31/04
Salary		
CGP Clerk Salary	03/31/03	03/31/04
Computer Software	03/31/03	03/31/04
Training		
Youth Program	03/31/03	03/31/04
Resident Program	03/31/03	03/31/04
Resident Program	03/31/03	03/31/04
Management	03/31/03	03/31/04
Consultant		
AL 4-1 Glen Addie	03/31/03	03/31/04
AL 4-3 Norwood	03/31/03	03/31/04
AL 4-4 Constantine	03/31/03	03/31/04

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

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

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

DECONCENTRATION POLICY

1. Objective: The objective of the Deconcentration Rule for public housing units is to ensure that families are housed in a manner that will prevent a concentration of poverty families and/or a concentration of higher income families in any one development. The specific objective of the housing authority is to house no less than 40 percent of its public housing inventory with families that have income at or below 30% of the area median income by public housing development. Also the housing authority will take actions to insure that no individual development has a concentration of higher income families in one or more of the developments. To insure that the housing authority does not concentrate families with higher income levels, it is the goal of the housing authority not to house more than 60% of its units in any one development with families whose income exceeds 30% of the area median income. The housing authority will track the status of family income, by development, on a monthly basis by utilizing income reports generated by the housing authority's computer system.
2. Actions: To accomplish the deconcentration goals, the housing authority will take the following actions:
 - A. At the beginning of each housing authority fiscal year, the housing authority will establish a goal for housing 40% of its new admissions with families whose incomes are at or below the area median income. The annual goal will be calculated by taking 40% of the total number of move-ins from the previous housing authority fiscal year.
 - B. To accomplish the goals of: (1) Housing not less than 40% of its public housing inventory on an annual basis with families that have incomes at or below 30% of area median income, and (2) Not housing families with incomes that exceed 30% of the area median income in developments that have 60% or more of the total household living in the development with incomes that exceed 30% of the area median income, the housing authority's Tenant Selection and Assignment Plan, which is a part of this policy, provides for skipping families on the waiting list to accomplish these goals.

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 \$171,459.00
- B. Eligibility type (Indicate with an X N1_____ N2_____ R_____X)
- C. FFY in which funding is requested **2001**
- D. Executive Summary of Annual PHDEP Plan

The Anniston Housing Authority’s drug elimination strategies to eliminate drugs and related criminal activities in and around its developments will continue its Community Policing Program with off-duty City of Anniston police officers funded with PHDEP, as well as continuing deterrent programs providing educational, recreational and alternative youth activities to AHA residents. These programs along with self-sufficiency opportunities for certain residents will continue to be available from other funding resources such as ROSS.

E. Target Areas

PHDEP Target Areas (Name of developments or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Constantine Homes	171	420
Glen Addie Homes	164	333
Cooper Homes	102	247
Norwood Homes	101	270
Barber Terrace	60	139
Washington Homes/Parkwin Homes	47/53	232
Fairview Terrace	26	86
Tinsley Manor	24	48

F. Duration of Program

6 months___ 12 months X 18 months___ 24 months___ Other

G. PHDEP Program History

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1998	224,100	AL09DEP0040198		N/A	12/31/00
FY 1999	164,515	AL09DEP0040199		N/A	6/30/01
FY 2000	171,459	AL09DEP0040100	171,459	N/A	6/30/02

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

The goal of AHA’s drug elimination plan is to provide a safe and drug free living environment that promotes good family values, encourages educational attainment, personal achievement and the development of family-sustaining job skills.

The use of Community Police Officers at AHA developments is a proven and effective tool in deterring the proliferation of drugs related criminal activity. Increased resident involvement, especially the youth, have resulted in active participation, assisting officers in their patrol duties to identify and apprehend offenders. Total eradication of gang activity and influence will continue to be a major focus for AHA as it seeks to rid this dangerous element from its housing communities. In partnership with local service providers from funding sources other than PHDEP, The Authority will continue to provide education, job training and economic opportunities to assist its public housing community toward self-sufficiency. Plans for expanded economic opportunities for resident youth and adults are now in progress.

The Authority’s PHDEP-funded program activities have achieved success in reducing the number of criminal incidents occurring in and around its developments. Regular monthly and quarterly reports are provided by COP personnel that indicate the number of patrol hours, type and number of calls for incidents, resident involvement and other information of significance. To ensure that a cost-effective drug prevention strategy is being implemented, the Authority

contracts with an independent contractor who provides program evaluation services of all AHA's PHDEP-funded activities.

PHDEP Five-Year Objectives

The Authority's Drug Elimination Program five-year objectives are directly related to the needs and problems that are encountered by residents of the Anniston Housing Authority. Objectives of AHA'S Drug Elimination Program for the next several years will be:

1. To make it extremely difficult for drug pushers and users to transact their business in public housing developments and to inevitably force them out.
2. Eliminate gang activity from within and around Anniston public housing communities
3. To provide staff support to the resident councils and the network of private and public agencies who provide drug education, prevention, intervention and alternative activities for children, youth and adults of AHA's public housing communities.
4. To create a positive, open communication environment whereby patrol officers and residents are partners in protecting the right to safe, decent and crime-free neighborhoods.
5. To Increase the number of residents striving toward self-sufficiency to coincide with State and Federal WtW mandates
6. To continue to operate Employment and Job Readiness Programs and Parental/Life Skills Building Workshops
7. Foster resident council organization(s) capacity to develop and operate Resident Initiatives programs that will educate, offer encouragement and skills building to those residents who desire to seek lifestyles that will allow achievement of worthwhile goals, free of the devastating influence of drugs.
8. Provide additional low-income housing choices, including homeownership opportunities.

B. PHDEP Budget Summary

FY <u>2000</u> PHDEP Budget Summary	
Budget Line Item	Total Funding
9110-Reimbursement of Law Enforcement	\$171,459.00
9120-Security Personnel	
9130-Employment of Investigators	
9140-Voluntary Tenant Patrol	

9150-Physical Improvements	
9160-Drug Prevention	
9170-Drug Intervention	
9180-Drug Treatment	
9190-Other Program Costs	
TOTAL PHDEP FUNDING	\$171,459.00

C. PHDEP Plan Goals and Activities

9110-Reimbursement of Law Enforcement		Total PHDEP Funding: \$171,459
Goal(s)	<p>(1)Reduce the number of calls for incidents and arrests on AHA properties by 60% for the program year.</p> <p>(2)Decrease the calls for service involving domestic violence by reducing the number of alcohol and drug abuse incidents within AHA communities.</p> <p>(3)Increase the involvement of the residents in the preservation of peace within their developments and to enhance their awareness of the drugs and drug-related criminal activities around them.</p> <p>(4)Establish positive relationships between the residents, community police, and Authority staff based on trust and open communication.</p>	
Objectives	<p>(1) To make it extremely difficult for drug pushers and users to transact their business in public housing developments and to inevitably force them out.</p> <p>(2) Eliminate gang activity from within and around Anniston public housing communities</p> <p>(3) To provide staff support to the resident councils and the network of private and public agencies who provide drug education, prevention, intervention and alternative activities for children, youth and adults of AHA’s public housing communities.</p> <p>(4) To create a positive open communication environment whereby patrol officers and residents are partners in protecting the right to safe, decent and crime-free neighborhoods.</p>	

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. ASAP			01/01	12/01	0.00	15,000/ CGP	25 youth enrolled in drug education class
2. Boys & Girls Club			01/01	12/01	0.00	15,000/ CGP	50 residents attend drug education classes
3. Resident Economic Opportunity Fund			04/01	12/01	0.00	17,000	Employ 5 residents part-time for lawn care
4. AHA Community Police Program			01/01	06/02	171,459	N/A	Reduce calls from AHA properties by 40 – 50%

Section 3: Expenditure/Obligation Milestones

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)
e.g. Budget Line Item #9120	Activities 1,3		Activity 2	
9110	Activity 4	\$ 0	Activity 4	\$171,459
9120				
9130				
9140				
9150				
9160				
9170				
9180				
9190				
TOTAL		\$0		\$171,459

Section 4: Certifications

Please include the Certification Page provided last year.

Also you will need to include the following certifications:

HUD 50070 – Certification for a Drug-Free Workplace

HUD 50071 – Certification of Payments to Influence Federal Transactions

SF-LLL – Disclosure of Lobbying Activities

**Anniston Housing Authority
Advisory Board Meeting
September 12, 2000**

This meeting was held in the Anniston Housing Authority Board Room. It was called to discuss the 2001 Annual Plan and Five Year Plan.

Members Present: Bobby Jean Wright, Glen Addie
Pearl Fomby, Fairview Terrace

Staff Present: James L. Smith, Deputy Executive Director
Kevin Fowler, Director of Operations
Charlie Houston, Director of Maintenance
Sharon Dunson, Resident Initiative Coordinator

Mr. Fowler opened the meeting by saying that there are no tenants present from last year's Board of Advisors. Since the members present are new, he will send all the information on how this system works at a later date. He explained that it is a requirement to have the Advisory Board to assist in what HUD wants PHA's to do on a yearly basis. This board should be expanded to more than two people. He distributed the report from last year and explained the first portion is a 5-year plan and the next portion is what will be done over the course of the next year, the Housing Authority is that year now. They are housing needs, policies on eligibility, written termination, and operations and management.

He also explained the capital needs such as modernization at the different sites. It is a requirement that the Housing Authority have input from residents who are on the Advisory Board. At times, there are some training opportunities for these residents to attend. Every effort will be made to get some of our residents involved in these trainings.

The goal this year, which will be starting April 1, 2001, is to start on renovation, or modernization of 60 units over the next 5 years at Constantine where some will probably be demolished.

Ms. Wright asked if anything will be done at Glen Addie?

Mr. Fowler explained that the top priority would have to be where there is the biggest need. There are 171 apartments at Constantine with an occupancy rate about 75%, which means that 30 or 40 units are empty at all times. This is because of the appearance, age of the apartment, etc. The Housing Authority is actually losing money in subsidy by not having people renting those units. At Glen Addie, there are only two or three at a time. Glen Addie will probably be done after Constantine. It took 5 years to do Norwood, 100 Units. Anniston Housing Authority receives about a million for modernization a year. Actually about \$900,000 of that goes to actual renovation and improvements. Some has to be placed into the operating budget for other things. It will cost about \$600,000 to renovate 12 units.

He also explained to the Advisory Board one of the new initiatives of the Housing Authority. On page 3 he read: Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments. One initiative that was implemented was flat rent changes in all communities has been done, and is posted in the rent office. This will become effective in October. This means a resident has a choice now. That is one of the incentives to get higher income into the areas, by using a flat rent. With this flat rent, there is no income value now on what you make.

He asked that the Board take these pamphlets home and look through them it will be discussed at the next meeting. He also requested that he be notified if someone out in the community would be interested in being a participant on this board.

This would be a chance for Ms. Wright, Glen Addie resident, to get involved on what is needed to be done at Glen Addie. Glen Addie is getting work done in a few months where 9 handicapped units will have air conditioning and heating added.

Ms. Fomby from Fairview stated that there is a problem with parking because the lines are missing and the lot gets crowded. She also reported that approximately 22 children have been running around in the street at Norwood and in the parking lot. They really need something to do.

Ms. Wright asked about a pipe above the stove in her apartment. A note was made to come to her apartment to check that. She also asked if there was something to be put on the ground for roaches. Her screen door is covered with bugs in the morning from outside. There was discussion about spraying of bugs. It should be called into your housing manager when you have problems like this.

Mr. Fowler and The Resident Initiatives Coordinator, Sharon Dunson, will be working to get a couple of other people from other communities involved in the Advisory Board. There should be 5 or 6 people on this board.

* A tape recording of these minutes is filed in the Executive Director's office.

**Anniston Housing Authority
Advisory Board Meeting
October 3, 2000
2:00 P.M.**

This meeting of the Advisory Board and staff members was held in the Anniston Housing Authority Board Room.

Members Present:Sandy Bennett
Sara Sorrell, Resident Section 8

Staff Present :James L. Smith, Deputy Executive Director
Kevin Fowler, Director of Operations
Charlie Houston, Director of Maintenance
Sharon Dunson, Resident Initiative Coordinator
Brenda Bice-Smith, Accounting and Systems Coord.

The meeting was opened by Mr. Fowler talking about capital fund issues. Issues mentioned were lines in the parking lot at Fairview Terrace. This lot is scheduled to be striped next week. Also mentioned was playground equipment at Fairview, and also gutters at Parkwin.

Mr. Houston reported that in doing routine work at Parkwin, it was discovered that most of the porches are rotting. What planned is to replace all porches with new roofs before the gutters are done.

Mr. Fowler reported that are some issues on lead base paint in Section 8 landlord's houses that will require some planning and preparation for testing. Right now they have passed a regulation that says housing authorities will be responsible for testing Section 8 properties. At this time, there is no directive on how to do that or funds. This will hurt the Section 8 programs nationwide because a lot of the Section 8 properties are small 40 to 50 year old wooden frame houses. Most of them probably do contain lead. To encapsulate or completely rid the house of lead, it could be \$5,000 to \$10,000 on a \$30,000 property. The landlord will probably just take that property off the program.

Landlord's do not have these requirements to rent to a private person. Mr. Fowler explained to the Board that it is not know how this issue will be addressed by the Housing Authority. Input from this Advisory Board will be valuable it is addressed.

A survey was sent from Ms. Dunson about a month ago asking residents their choice of mailboxes; individual boxes or a cluster. It was overwhelmingly individual. The post office notified Mr. Jones that it would be about a year, or so, this issues needs action. There is concern about the cost of individual vs. cluster. The Housing Authority will attempt to do the individual mail boxes. Mr. Fowler says he thinks the post office wants drive-by mail boxes, and this will probably be at a cost of approximately \$12,000.

Mr. Fowler distributed a completed version of the Agency Plan that was submitted to HUD in March.

Ms. Bennett asked about the back porch with the rails at Parkwin Homes. There are smaller kids swinging on these rails. She's afraid that someone will fall. She suggested sending letters out to the ones with high porches concerning this issue.

The primary agenda item at this meeting is the financial end of the Agency Plan. This will assist Ms. Bice-Smith with budgeting.

The remainder of this meeting was a work session on what is needed for the budget process. It was decided that everyone have a list of what they need. The needs should be broken down by what you will need by the end of March 2001, everything projected that you need for April 2001 to March 2002 by the next meeting.

Mr. Fowler requested that the Advisory Board review as much of the Agency Plan as you can for the next and areas that need to elaborated on.

** A tape recording of these minutes is filed in the Executive Director's office.

**Anniston Housing Authority
Advisory Board Meeting
October 10, 2000
2:00 P.M.**

This meeting of the Advisory Board and staff members was held in the Anniston Housing Authority Board Room.

Members Present:Sandy Bennett
Pearl Fomby, Fairview Terrace
Sara Sorrell, Resident Section 8
Mae Hall, Washington

Staff Present:James L. Smith, Deputy Executive Director
Kevin Fowler, Director of Operations
Charlie Houston, Director of Maintenance
Sharon Dunson, Resident Initiative Coordinator
Brenda Bice-Smith, Accounting and Systems Coord.
Sam Jones, Executive Director

This meeting began with an open discussion about budget items needed for different sites. These lists will be compiled through the Accounting and Systems Coordinator, Brenda Bice-Smith for approval or disapproval. Some of the items mentioned: Playground equipment for Fairview Terrace, such as a basketball goal, additional lighting at Parkwin and Washington Homes, also things needed for the Resident Initiatives Programs such as desks, tables, pictures for the walls at some of the community centers and office areas.

Mr. Fowler lead this discussion toward agenda topics to be covered in this meeting. The Housing Needs Section is informational items.

Ms. Fomby remarked that some residents have spoke with her about cars being broken into at Fairview Terrace. Police were called, but the residents want to inquire about starting a neighborhood watch.

Mr. Jones answered by saying that Officer Toby Falk is the crime watch officer with the city police. He is also one of the supervisors on the AHA Community Police. He can explain what steps need to be taken. Neighborhood watches in all the communities have been encouraged.

Ms. Dunson will make arrangements to have Office Falk present for the Executive Council meeting on Wednesday, October 18th at 5:00 PM in the Community Building.

Sections of the Annual PHA Plan for the year 2000 was explained to the Advisory Board. This was submitted last year for this year. The Anniston Housing Authority was a high performing PHA at the time, however, the latest scores did not come in high enough to get a high performing this year. It was a couple of points short which means that there has to be more detail on this plan.

The following items were covered in detail by Mr. Fowler. These things were done, or are being done presently by the Anniston Housing Authority:

1. Housing Needs of Families on the Public Housing and Section8 Tenant -Based Assistance Waiting Lists.
2. Strategies for addressing needs.
3. Reason for selecting strategies.
4. Statement of Financial Resources (that was used this fiscal year - explained by Brenda Bice-Smith)
5. PHA Policies Governing Eligibility, Selection, and Admissions (ACOP)
6. Waiting List Organization
7. Assignment
8. Admissions Preferences
9. Occupancy
10. Deconcentration and Income Mixing.
12. Section 8

The next meeting will cover other topics:

1. PHA Rent Determination Policies
2. Operations and Management
3. Grievance Procedures
4. Capital Improvement Needs (Mr. Smith's portion)

Mr. Fowler asked if anyone had any questions.

With no questions being asked, the meeting was adjourned.

* A tape recording of this meeting is on file in the Executive Director's office.

**October 17, 2000
3:30 P.M.**

This meeting of the Advisory Board and staff members was held in the Anniston Housing Authority Board Room.

Members Present: Mae Hall, Washington

Staff Present: James L. Smith, Deputy Executive Director
Kevin Fowler, Director of Operations
Russell Robertson, Technical Assistance
Charlie Houston, Director of Maintenance
Sharon Dunson, Resident Initiative Coordinator
Brenda Bice-Smith, Accounting and Systems Coord.
Nettie Chatman, GCP Work Order Clerk
Sam Jones, Executive Director

This meeting began with Mr. Flower resuming with the explanation of the Annual Plan to the Advisory Board. The topic discussed today in detail are the following:

- . PHA Rent Determination Policies (Public Housing and Section 8)
 - . Public Housing
 - . Section 8
- . Operations and Management
 - . PHA Management Structure
 - . HUD Programs under PHA Management
 - . Management and Maintenance Policies
- . PHA Grievance Procedures (we were exempt from completing last year)
- . Capital Improvement Needs
 - . Capital Fund Activities
 - . Capital Fund Program Annual Statement

At this point of the meeting, there was a work session among staff and one (1) Advisory Board Member about what budget items are needed in the annual plan for this year.

* A tape recording of this meeting is filed in the Executive Director's office.

**Anniston Housing Authority
Advisory Board Meeting
November 21, 2000
3:15 P.M.**

An Advisory Board Meeting was held in the Anniston Housing Authority Board Room for the purpose of discussing the Agency Plan and Five Year Plan.

Present: Bobbie Jean Rodman, Glen Addie
Fannie Leonard, Parkwin Homes

May Hall, Washington Homes
Avery Ware, Parkwin Homes

Staff: Walt Lee, Chairman of Board of Commissioners
Sam Jones, Executive Director
James L. Smith, Deputy Executive Director
Kevin Fowler, Director of Operations
Sharon Dunson, Resident Initiative Coordinator

Mr. Jones opened the meeting with more discussion on the Agency Plan and Annual Plan.

Material was distributed to the Advisory Board and Mr. Smith, Deputy Executive Director, explained what will be submitted this year for approval. Comments and input from the Advisory Board is encouraged.

Modernization items:

1. Walkways at 4-1 (Glen Addie) with a cost of \$5,400.00
2. 10 units at 4-4 (Constantine) for \$491,351.00. Remodeling 4 units in building 34 and if money is left over, 4 more units (2 units in building 19 and 2 units in building 29).
3. Installation of heating and cooling system in 4-7A and 4-7B (Tinsley Manor, Fairview Terrace) for next year.
4. Annex of the Maintenance facility at Glen Addie for storage.

Under the 5 year plan (what is being proposed for the next 5 years):

The first year:

1. Repairing walkways at 4-3 (Norwood)
2. Continue doing a remodeling of 4 units at (Constantine) 4-4
3. Replacement of sidewalks at 4-5 (Barber Terrace)
4. Install some heating and air at 4-6 (Parkwin and Washington Homes).
5. Replace sidewalks at 4-7 (Tinsley and Fairview).

The following year:

1. Increase the density at Constantine by demolishing some building (25) at a cost of \$175,000. It is planned to replace these buildings within 5 years.

Mr. Jones commented that more property will need to be acquired. The density at Constantine is a big problem. There are 171 units on 2 city blocks, hopefully, they can be reduced to 117 units, and build others elsewhere. They may be replaced with Section 8 certificates. There are 11 acres behind Barber Terrace that could be developed. At Parkwin Homes there is an area at the end of 21st street that 4 or 5 single family dwellings could be built.

2. Continue to do some modernization at 4-4 (Constantine).

This continues on through the year four and year five. Year four is continuation of modernization at 4-4 (Constantine) and replace the roofing and decking at 46B (Parkwin/Washington). Year five will be a continuation of work at 4-4 (Constantine) and replace roofing and decking at 4-5 (Barber Terrace). Any of these line items from year one through year five can be done at any time with an amendment. If this is necessary.

Mr. Fowler included a few changes. One of the things is an insert not in the last year's packet. Community and Self-Sufficiency Programs - Community Service Policy. That is a HUD Standard Policy.

Mr. Jones explained that this new housing law requires that every adult family member 18 years old and older that is not working must perform 8 hours of community service work somewhere at some non-profit or volunteer agency.

This will have an impact on people in the communities. He asked that the Advisory Board help communicate this to the communities.

Mr. Fowler announced that it will be effective April 1, 2001. At that time a meeting will be held in the spring to talk with residents in each community to explain this regulation. This is national law....every housing authority in the United States is required to accomplish this.

A list of community service programs will be furnished to residents and places that will assist them in completing these hours. There will be an internal policy written concerning this subject. After April 1st, residents will be required to provide all documentation where they complied with this regulation upon renewing their lease. A meeting will be held at each development in February to explain this regulation to those in attendance. A letter will also be written.

Mr. Fowler also reviewed the new pet policy, and there was some discussion about the fence now being constructed at Cooper Homes.

**A tape recording of these minutes is filed in the Executive Director's office.

**Anniston Housing Authority
Advisory Board Meeting
December 12, 2000
3:00 P.M.**

An Advisory Board Meeting was held in the Anniston Housing Authority Board Room.

Present: May Hall, Washington Homes
Amerette Ware, Constantine Homes

Staff: Sam Jones, Executive Director
Jim Smith, Deputy Director
Kevin Fowler, Director of Operations

Mr. Fowler explained the attachments to the original plan. In the very back a section called Deconcentration Policy.

He reviewed the attachments:

Drug Elimination Program Plan
The Five Year Action Plan (Mr. Smith reviewed in detail at last meeting)
Executive Organization Chart

These are the only things that have changed since the last review.

There was discussion on the Five Year Plan. This plan will be displayed at the main office, local government, and on the PHA website.

Mr. Jones, Executive Director, reviewed the following items:

The Anniston Housing Authority's mission statement.
Renovations at Constantine.
The three methods of calculating rents
Security and improvements (police sub-station, security fence, installing air conditioning in the handicapped units at Glen Addie, air conditions at Washington-Parkwin, Tinsley and Fairview).
Promote self-sufficiency.
Equal opportunity housing

Pet Policy
Drug Elimination Program

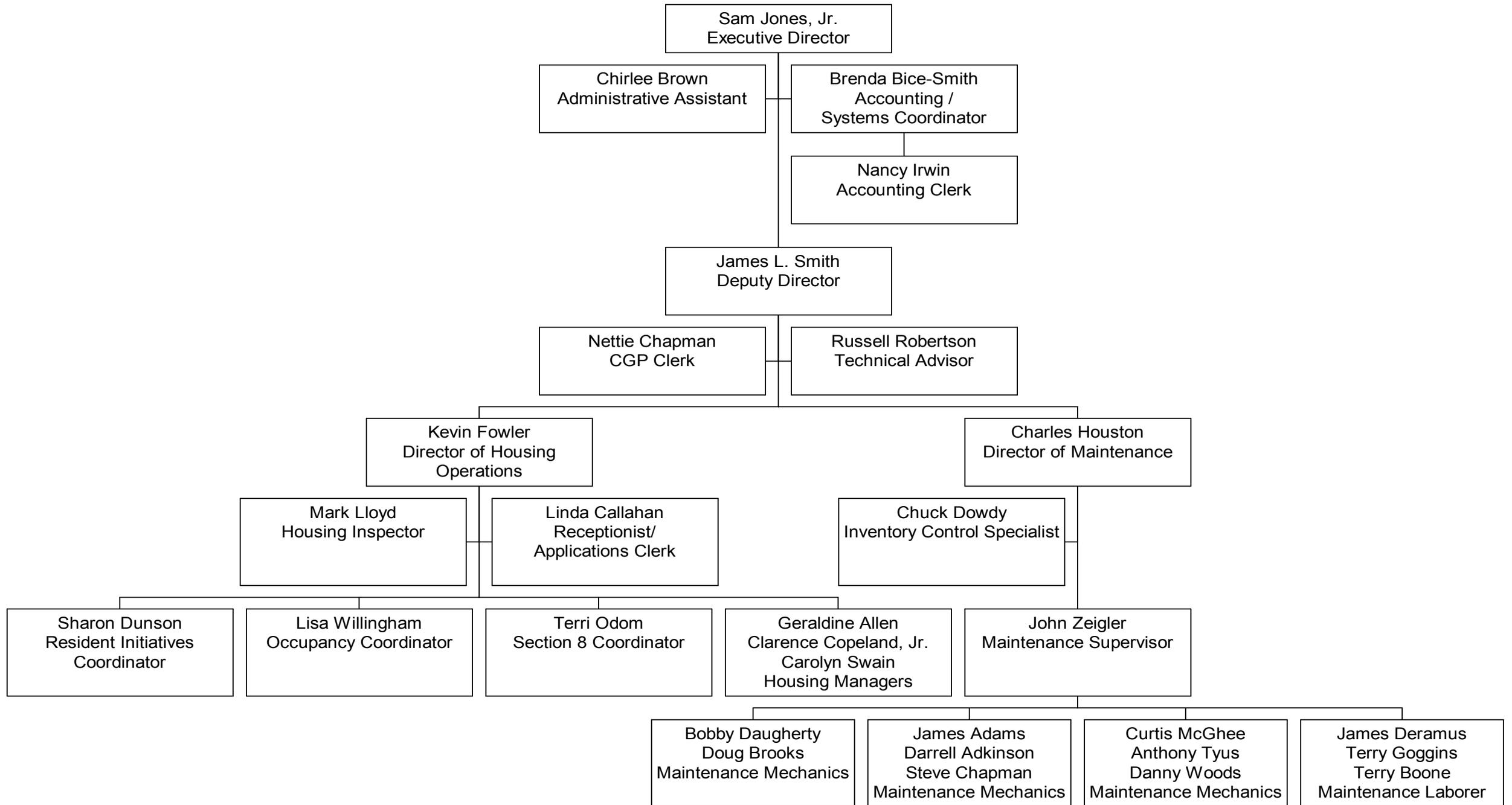
Annual Statement/Performance and Evaluation Report
Management Improvements
Site Improvements
Dwelling equipment (ranges, refrigerators)
Non-dwelling structures (warehouse addition)
Relocation costs
Replace sidewalks at Glen Addie
Constantine - renovating 12 units
Tinsley Manner & Fairview Terrace - Heating and cooling 24 units

He welcomed any input from the Advisory Board.

There was discussion on the fence at Cooper Homes.

** A tape recording of this meeting is filed in the Executive Director's office.

ANNISTON HOUSING AUTHORITY



RASS SURVEY IMPROVEMENT AREAS

Communication

6. Do you think Management provides you information about?

A. Maintenance and repair (for example, water shut-off, boiler shut-down, modernization activities)?

AHA will, unless an emergency arises, provide residents information through

- the housing authority's newsletter printed bimonthly
- send flyers to the affected community stating what modernization is taking place
- host informative meetings to discuss plan
- post information on bulletin boards in office
- post information on mail boxes in communities
- Resident Council Meetings
- Resident's Leaders

In the event that AHA has the water shut-off or the boilers shut down, flyers will be distributed throughout the community and posted on mailboxes.

B. The rules of your lease?

AHA will

- provide each new leasee a copy of their lease to read over at the time of move in
- high points of the lease along with other AHA rules and policies are discussed with the new leasee
- two lease are signed by the leasee and the housing manager or the occupancy coordinator
- the grievance procedure is discussed with leasee prior to moving in

C. Meetings and events?

AHA will

- announce meetings and events in a bimonthly newsletters
- post meetings and events in administrative offices one month before the meeting
- distribute flyers to resident homes concerning the meetings and events at least 5 days prior to the meeting
- post flyers on mailboxes in communities one month before the meetings
- contact resident leader in communities about meetings and events two weeks before meetings

7. Do you think Management is:

A. Responsive to your questions and concerns?

AHA will

- talk with residents about their concerns and questions

- view all sides of a concern or a question
- answer or have verbal or written contact concerning any and all concerns and questions within 5 days of initial contact

B. Courteous and professional with you?

AHA will

- work with residents in providing the best customer service at all times
- investigate any and all complaints concerning the staff of AHA

C. Supportive of your resident/tenant organization?

AHA will

- make it mandatory for housing managers to attend at least 5 resident/tenant organization meetings a year
- management will attend at least 10 resident/tenant meetings a year
- provide residents with transportation to attend resident/tenant organization meetings
- provide residents with meeting places and material for meetings
- provide residents with educational workshops and out of town conferences

Housing Development Appearance

17. How satisfied are you with the upkeep of the following areas in your development:

A. Common areas (for example, stairways, walkways, hallways, etc.)?

- In the Five-Year Plan, AHA will repair sidewalks at all nine housing complexes, which is estimated to cost \$39,550. Constantine Homes' landscaping will consist of dirt/sod at an estimated cost of \$16,000 and Fairview Terrace will receive dirt, sod and retaining wall with an estimated cost of \$11, 000.

B. Exterior of buildings?

- Roofs and Porches are scheduled for installation for Washington Homes and Parkwin Homes. The estimated cost is \$426,000 for 2001. Handrails will be an addition to Fairview terrace estimated at \$1,100 and roofs at Barber Terrace at \$96,000. In addition, central air will be installed in all of Tinsley Manor and Fairview Terrace apartments.

C. Parking areas?

- AHA is working on plans to minimize the parking problems for its residents.

D. Recreation area (for example, playgrounds and other outside facilities)?

- 2001 budget included expenses for playground equipment for the housing complexes. This project will take several years to complete. AHA will also ask for assistance from the city.

18. How often, if at all, are any of the following a problem in your development:

A. Abandoned cars?

- All of AHA's residents are required to have an AHA decal on their vehicle. Vehicles without a decal or vehicles that are inoperable will be given a citation and removed after 5 working days from the premise at the owners expense.

B. Broken glass?

- Police officers can patrol the areas to dissuade residents from breaking bottles in the community. Residents seen breaking glass or bottles in community will be issued a citation. This is a lease violation.

C. Graffiti?

- AHA takes immediate action to remove all graffiti from area once its reported and once the APD gang expert officer has had the opportunity to take pictures.

D. Noise?

- Residents that are having noise problems should take immediate action and give in writing information concerning the noise problem to their Housing Manager. If the noise problem is unbearable during non-working hours, resident should call the COP's unit on cellular phones or dial the Anniston Police Department. AHA abides by the City of Anniston City Ordinance concerning noise.

E. Rodents and insects (indoors)?

- AHA's Maintenance Department is trained to treat the units for rodents or insects. Residents are given a number to call at time of move-in and the Maintenance telephone number is posted in AHA's bimonthly newsletter. If maintenance personnel have not responded within 72 hours, resident should contact maintenance supervisor or housing manager.

F. Trash/litter?

- Each resident is responsible for the upkeep of his or her yards. The common ground areas are kept clean by hired personnel.

G. Vacant units?

- AHA processes residents in a timely manor. New applicants must be prepared to pay \$100 deposit and pay deposit for utilities such as gas and power. There is no charge for water.

ANNISTON HOUSING AUTHORITY
RESIDENT ADVISORY BOARD MEMBERS

As of 04-01-2001

Fannie Leonard

Mae Thomas Hall

Sarah Borrell

Willie Pearl Fomby

Louise Todd

Yvetta Turner

Bobbie Jean Wright

STATEMENT OF PROGRESS

5 YEARS GOALS

The following information is an update relating to the Anniston Housing Authority's progress in meeting its 5 year goals set forth in the PHA plan.

<u>Goal #</u>	<u>Current Update</u>
1	Apply for up to 500 additional rental vouchers by FY 2005. Currently, the Anniston Housing Authority has just recently met the minimum lease up threshold for applying. The AHA will be making a grant application for some vouchers under the Mainstream program in the near future.
2	Reduce public housing vacancies to at least 5% by FY 2004. Currently, the AHA is at a 3% vacancy rate. This is down from approximately 11% one year ago. This has been accomplished through modernization, active marketing, and staff changes.
3	Improve PHAS score to 90% by FY 2004. Currently the AHA is working on all areas related to PHAS. Maintenance programs are in place to improve on PASS. Management has been more actively involved in communicating with resident to improve on our RASS scores. Management has been proactively working towards a reduction in unit turn around time to increase our MASS scores. Strong Policies and sound fiscal management have been implemented to improve even further in FASS scores. We intend on seeing improvement this year.
4	Improve SEMAP scoring to 90%. At this time, we have not yet received and advisory score to compare. We are in the process of submitting our current SEMAP report and feel confident that we will be a high performer.
5	Modernize 60 units of conventional by FY 2005. Currently, we have 12 units at Constantine Homes undergoing full mod and will begin on another 4 units later this summer at Constantine as well. We are in line to meet this goal.
6	Flat rents to be implemented in all developments by FY 2002. This was implemented 10-2-2000.
7	Install a security fence and a Police sub-station at Cooper Homes. The fence is scheduled for completion on April 15, 2001 and the Substation was completed February of 2000.

- 8 Install A/C at 4-1, 4-6, 4-7a, 4-7b by FY 2005. Air conditioning has been install at 4-1 for 504 accessible units. Current plans are for air conditioning to be installed at these other listed sites by FY 2005.
- 9 Increase the number and percentage of employed persons in assisted families 5 % by FY 2004. Mandatory income disregards have been implemented to encourage persons to become employed. Beyond that, the AHA had received ROSS grant funding for training and self-sufficiency education. The housing authority is actively working with resident leaders to promote education and employment.
- 10 All management work items are consistent with the Annual Statement and proceeding as planned.
- 11 All administrative items are consistent with the Annual Statement and proceeding as planned.