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

FLORENCE, AL HOUSING AUTHORITY

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

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PHA Plan
Agency Identification

PHA Name: Florence Housing Authority

PHA Number: AL09P054

PHA Fiscal Year Beginning: (mm/yyyy) 10/2001

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)

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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)
Provide safe, well-maintained, decent and affordable housing and social services to low-income families, senior citizens and disabled persons in a fair, respectful, progressive and professional manner.

B. Goals

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

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

☒ PHA Goal: Expand the supply of assisted housing
Objectives:
- ☐ Apply for additional rental vouchers:
- ☒ Reduce public housing vacancies: **Reduce vacancies by 2% annually.**
- ☐ Leverage private or other public funds to create additional housing opportunities:
- ☒ Acquire or build units or developments **The PHA will attempt to `increase the supply of housing by the year 2004, if there is a proven need.**
- ☐ Other (list below)

☒ PHA Goal: Improve the quality of assisted housing
Objectives:
- ☒ Improve public housing management: (PHAS score)

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- ☒ Improve voucher management: (SEMAP score)
- ☐ 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: **With the use of Capital Fund Program funds, the PHA will continue ongoing efforts to improve the livability, security, energy efficiency and preserve the physical integrity of the structures. By implementing these improvements, the PHA has established the goal of having the units compatible with the private market rentals in the area by the end of the year 2004.**
- ☐ 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: **With the use of flat rents and the adopted Deconcentration Policy, the PHA has a goal of increasing the income level of its residents. The PHA will strive to increase the median income by 2% annually.**
- ☐ 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: **Continue PHDEP efforts, employ four police officers, and screen all Public Housing applicants.**

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☒ Designate developments or buildings for particular resident groups (elderly, persons with disabilities) **Maintain Magnolia Gardens I & II and Carver Heights elderly unit as elderly only facilities.**

☐ Other: (list below)

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

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

Objectives:

☒ Increase the number and percentage of employed persons in assisted families:**Increase the number of employed residents or family members by 2% annually.**

☒ Provide or attract supportive services to improve assistance recipients' employability: **Maintain a minimum of 50 families in the Family Self Sufficiency Program. Under PHDEP, provide funding to West Way Child Development Center and Boys and Girls Clubs of Northwest Alabama to provide child care and after school care to allow residents to become and remain employed or return to school.**

☒ Provide or attract supportive services to increase independence for the elderly or families with disabilities. **Provide and maintain programs for elderly families through Senior services program grant and PHDEP.**

☒ Other: (list below) **Setup computer laboratories at West Way Child Development Center and Boys and Girls Clubs of Norwest Alabama. All labs will be located in Public Housing communities.**

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: **The PHA will continue to undertake affirmative equal access for all applicants which is reinforced in Section IV, Paragraph 4, of the Admissions and Continued Occupancy Plan.**

☐ 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: **The PHA has 43 apartments, which have been modified for the handicapped in**

accordance with Statutory 504 Requirements. Additionally, the PHA is currently and will continue to make handicapped modifications based on individual need, which exceed 504 requirements.

☐ Other: (list below)

Other PHA Goals and Objectives: (list below)

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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.

iii. Annual Plan Table of Contents
[24 CFR Part 903.7 9 (r)]
Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

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

Required Attachments:

☒ Admissions Policy for Deconcentration **(Attachment "A")**
☒ FY 2001 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)

Optional Attachments:

☐ PHA Management Organizational Chart
☒ FY 2001 Capital Fund Program 5 Year Action Plan **(Attachment "C")**
☒ Public Housing Drug Elimination Program (PHDEP) Plan **(Attachment "D")**
☐ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
☒ Other (List below, providing each attachment name)

- **RASS Follow-up Plan (Attachment "E")**
- **Definition of "Substanital Deviation" and Significant Amendment or Modification" (Attachment "F")**
- **List of Resident Advisory Board Members (Attachment "G")**
- **Resident Member of PHA Governing Board (Attachment "H")**
- **P&E Report on 1999 CGP Program 708 and 2000 Capital Fund Program 501-00 (Attachment "I")**
- **Progress Statement on PHA Goals (Attachment "J")**

Supporting Documents Available for Review

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

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

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List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
	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.	
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI))) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/*99 Quality Housing and Work Responsibility Act Initial Guidance; Notice* and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents ☐ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development ☐ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies ☒ check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
	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
	Public housing grievance procedures ☐ check here if included in the public housing	Annual Plan: Grievance Procedures

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List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
X	A & O Policy	
X	Section 8 informal review and hearing procedures ☐ check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	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 ☐ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
X	Community Service Policy	Annual Plan
X	Pet Policy	Annual Plan

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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 inthe Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	126	1	5	2	5	4	3
Income >30% but <=50% of AMI	115	1	5	2	5	4	3
Income >50% but <80% of AMI	40	3	5	1	5	4	2
Elderly	171	1	5	4	3	4	2
Families with Disabilities	Unknown	N/A	N/A	N/A	N/A	N/A	N/A
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

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

☒ Consolidated Plan of the Jurisdiction/s
Indicate year: 1995

☐ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset

☐ American Housing Survey data
Indicate year:

☐ Other housing market study
Indicate year:

☐ Other sources: (list and indicate year of information)

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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) ☐ Section 8 tenant-based assistance ☒ Public Housing ☐ Combined Section 8 and Public Housing ☐ 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	85	100	
Extremely low income <=30% AMI	72	84.7	
Very low income (>30% but <=50% AMI)	12	14	
Low income (>50% but <80% AMI)	1	1.2	
Families with children	33	38.82	
Elderly families	3	3.529	
Families with Disabilities	21	24.7	
White	64	75	
Black	21	24.7	
Hispanic	0	0	
Race/ethnicity			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	51	60	
2 BR	23	27	
3 BR	10	11.8	
4 BR	1	1.2	

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Housing Needs of Families on the Waiting List			
5 BR			
5+ BR			

Is the waiting list closed (select one)? ☒ No ☐ Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☐ Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☒ No ☐ Yes

Housing Needs of Families on the Waiting List

Waiting list type: (select one)

☒ Section 8 tenant-based assistance

☐ Public Housing

☐ Combined Section 8 and Public Housing

☐ 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	391	100	
Extremely low income <=30% AMI	226	58	
Very low income (>30% but <=50% AMI)	155	39.643	
Low income (>50% but <80% AMI)	3	.766	
Families with children	296	75.704	
Elderly families	12	3.07	
Families with Disabilities	67	17.135	
White	211	53.965	
Black	175	44.757	
Hispanic	5	1.28	
Race/ethnicity			
Characteristics by Bedroom Size			

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Housing Needs of Families on the Waiting List			
(Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

Is the waiting list closed (select one)? ☐ No ☒ Yes

If yes:

How long has it been closed (# of months)? 17 months

Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☒ Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☒ No ☐ 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

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

Strategy 2: Increase the number of affordable housing units by:
Select all that apply

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

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

Strategy 1: Target available assistance to families at or below 30 % of AMI
Select all that apply

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

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

Strategy 1: Target available assistance to families at or below 50% of AMI
Select all that apply

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:
Select all that apply

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☐ 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)
Accomplish, subject to need, modifications in excess of 504 requirements.

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

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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 2001 grants)**	5,775,143	
a) Public Housing Operating Fund	2,183,335	
b) Public Housing Capital Fund	1,152,767	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	2,234,729	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	163,385	
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		

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Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
Other Federal Grants (list below)		
Elderly Service Coordinator	40,927	PHA Supportive Service Coordinator
2. Prior Year Federal Grants (unobligated funds only) (list below)		
2000 PHDEP	152,433	PHA Safety/Security
2000 Capital Fund Program	684,696	PHA Capital Improve.
3. Public Housing Dwelling Rental Income	850,000	PHA Operations
4. Other income (list below)		
Int. On General Fund	90,000	PHA Operations
Other Income	55,000	PHA Operations
4. Non-federal sources (list below)		
Total resources	7,607,272	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

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

(1) Eligibility

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

☐ When families are within a certain number of being offered a unit: (state number)

☐ When families are within a certain time of being offered a unit: (state time)

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☒ Other: (describe) **At placement of application, and again prior to admission if verification is over 90 days old.**

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

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

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

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

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

(2)Waiting List Organization

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

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

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

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

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

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

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

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

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
☐ PHA main administrative office
☐ All PHA development management offices
☐ Management offices at developments with site-based waiting lists
☐ At the development to which they would like to apply
☐ Other (list below)

(3) Assignment

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

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

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

(4) Admissions Preferences

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

b. Transfer policies:
In what circumstances will transfers take precedence over new admissions? (list below)
☒ Emergencies
☒ Overhoused
☒ Underhoused
☒ Medical justification
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
☐ Resident choice: (state circumstances below)
☐ Other: (list below)

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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.

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Former Federal preferences:

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

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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 - **PHA orientation video**
☒ Other source (list)
Rent Collection Policy

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

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

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

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

☐ Adoption of site based waiting lists
If selected, list targeted developments below:

☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:

☐ Other (list policies and developments targeted below)

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

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

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

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

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

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

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

B. Section 8

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

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)
☒ Criminal or drug-related activity only to the extent required by law or regulation
☐ Criminal and drug-related activity, more extensively than required by law or regulation
☐ More general screening than criminal and drug-related activity (list factors below)
☐ Other (list below)

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:
Additional time requested by applicant for good reason.

(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

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☐ 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 PHA does not administer any special purpose section 8 programs.

☐ 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**:**

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

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

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

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

☐ For the earned income of a previously unemployed household member
☐ For increases in earned income
☐ Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

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

e. Ceiling rents

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

☐ Yes for all developments
☐ Yes but only for some developments
☒ No

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

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

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

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

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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)

A. Loss or addition to family composition of any kind through birth, death, marriage, divorce, removal or other continuing circumstance and the amount, if any, of such family member's income. Any such additions, other than birth, must be approved by the HA in advance, and must qualify, the same as an applicant or any prospective new tenant.

B. Employment, unemployment or changes in income for employment of a permanent nature of the family head, spouse, or other wage earner eighteen (18) years of age or older.

C. The starting of or stopping of, or an increase or decrease of any benefits or payments received by any member of the family or household from Old Age Pension, Aid for Dependent Children, Black Lung, Railroad Retirement, Private Pension Fund, Disability Compensation, Veterans Administration, Child Support, Alimony, Regular Contributions or Gifts. Lump sum payments or retroactive payments of benefits from any of the above sources which constitute the sum of monthly payments for a preceding period paid in a lump sum must be reported and rent adjusted retroactively on such income to date of eligibility for any family member residing in the household for that period of time.

D. Cost of living increases in Social Security or public assistance grants need not be reported until next re-examination and redetermination of rent.

E. Errors of omission made at admission or re-examination shall be corrected by the HA. Retroactive payments will be made to the tenant if the error is in the tenant's favor.

F. A tenant who has had an income reduction/increase after initial occupancy or after annual re-examination must report all changes

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in income within ten (10) calendar days regardless of the amount or source.

G. For families paying a flat rent, the head of household may request at any time that his/her rent be changed to an income based rent due to a financial hardship. Financial hardships include the following situations:

- **The family has experienced a decrease in income because of changed circumstances, including loss or reduction in employment, death in the family, or reduction in or loss of earnings or other assistance;**
- **The family has experienced an increase in expenses, because of changes circumstances, for medical cost, child care, transportation, education, or similar items.**
- **Such other situations determined by the HA to be appropriate.**

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

Flat Rents for Cherry Hill Homes, Carver Homes, Handy Homes, & Carver Heights: 1BR $196; 2 BR $230; 3 BR $288; 4 BR $322; 5 BR $371

Flat Rents for Magnolia Gardens I & Magnolia Gardens II:
1 BR $259; 2 BR $366

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

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

B. Section 8 Tenant-Based Assistance

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

(1) Payment Standards

Describe the voucher payment standards and policies.

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

☒ At or above 90% but below100% 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		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal		

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Programs(list individually)		

C. Management and Maintenance Policies

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

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

(2) Section 8 Management: (list below)

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-

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based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

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

☐ PHA main administrative office
☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

A. Capital Fund Activities

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

(1) Capital Fund Program Annual Statement

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

Select one:

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

-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 ☐ Disposition ☐
3. Application status (select one) Approved ☐ Submitted, pending approval ☐ Planned application ☐
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected: 6. Coverage of action (select one) ☐ Part of the development ☐ Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

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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 ☐ Occupancy by families with disabilities ☐ Occupancy by only elderly families and families with disabilities ☐
3. Application status (select one) Approved; included in the PHA's Designation Plan ☐ Submitted, pending approval ☐ Planned application ☐
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) ☐ New Designation Plan ☐ Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one)

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☐ Part of the development ☐ Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

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

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

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

2. Activity Description

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

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? ☐ Assessment underway ☐ Assessment results submitted to HUD ☐ Assessment results approved by HUD (if marked, proceed to next question) ☐ Other (explain below)
3. ☐ Yes ☐ 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) ☐ Conversion Plan in development ☐ Conversion Plan submitted to HUD on: (DD/MM/YYYY) ☐ Conversion Plan approved by HUD on: (DD/MM/YYYY)

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☐ 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: ☐ HOPE I ☐ 5(h) ☐ Turnkey III ☐ Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) ☐ Approved; included in the PHA's Homeownership Plan/Program ☐ Submitted, pending approval ☐ 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) ☐ Part of the development ☐ Total development

B. Section 8 Tenant Based Assistance

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

2. Program Description:

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OMB Approval No: 2577-0226
Expires: 03/31/2002

a. Size of Program

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

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

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

b. PHA-established eligibility criteria

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

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

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

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

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

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

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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)

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(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2001 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 used to determine the need for PHA actions to improve safety of residents (select all that apply).

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

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

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

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

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

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

C. Coordination between PHA and the police

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

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

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

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2001 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 2001 in this PHA Plan?
☒ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: **D**)

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14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

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

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

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

1. ☐ Yes ☐ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

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

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

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

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

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

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

☐ Attached at Attachment (File name)

☐ Provided below:

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

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

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

☐ Other: (list below)

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

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

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

3. Description of Resident Election Process

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

☐ Candidates were nominated by resident and assisted family organizations

☐ Candidates could be nominated by any adult recipient of PHA assistance

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

☐ Other: (describe)

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

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

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (Florence, Alabama)

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)

1. **Modernize existing housing inventory with the use of Capital Fund Grants.**
2. **Participates in resident programs to enhance employability.**

☐ Other: (list below)

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

D. Other Information Required by HUD

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

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Attachments

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

Attachment "A" - Admissions Policy for Deconcentration

Attachment "B" - FY 2001 Capital Fund Program Annual Statement

Attachment "C" - FY 2001 Capital Fund Program 5 Year Action Plan

Attachment "D" - PHDEP Plan

Attachment "E" - RASS Follow-up Plan

Attachment "F"- Definition of "Substantial Deviation" and "Significant Amendment or Modification"

Attachment "G" - List of Resident Advisory Board Members

Attachment "H" - Resident Member of PHA Governing Board

Attachment "I" - P&E Report on 1999 CGP Program 708 and 2000 Capital Fund Program 501-00

Attachment "J" - Progress Statement on PHA Goals

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PHA Plan
Table Library

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

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

Capital Fund Grant Number FFY of Grant Approval: (MM/YYYY)

☐ Original Annual Statement

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

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

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

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

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

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

Optional 5-Year Action Plan Tables			
Development Number	**Development Name (or indicate PHA wide)**	**Number Vacant Units**	**% Vacancies in Development**

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years		

Table Library

Optional Public Housing Asset Management Table

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

Public Housing Asset Management								
Development Identification		**Activity Description**						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III *Component 7a*	Development Activities *Component 7b*	Demolition / disposition *Component 8*	Designated housing *Component 9*	Conversion *Component 10*	Home-ownership *Component 11a*	Other (describe) *Component 17*

CAPITAL FUND PROGRAM TABLES START HERE

ATTACHMENT "B"

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: FLORENCE HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: AL09P054502-01 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001

☒ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☐ Performance and Evaluation Report for Period Ending: ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	60,000			
3	1408 Management Improvements	115,000			
4	1410 Administration	90,000			
5	1411 Audit	3,000			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	158,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	150,000			
10	1460 Dwelling Structures	542,017			
11	1465.1 Dwelling Equipment—Nonexpendable	21,750			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	13,000			
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: FLORENCE HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: AL09P054502-01 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001

☒ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☐ Performance and Evaluation Report for Period Ending: ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,152,767			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs	100,000			
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: FLORENCE HOUSING AUTHORITY		**Grant Type and Number** Capital Fund Program Grant No: AL09P054502-01 Replacement Housing Factor Grant No:				**Federal FY of Grant:** 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA WIDE	OPERATIONS	1406		60,000				
HA WIDE	SECURITY	1408		100,000				
HA WIDE	STAFF TRAINING	1408		15,000				
HA WIDE	ADMINISTRATION	1410		90,000				
HA WIDE	AUDIT	1411		3,000				
HA WIDE	CONSULTANT	1430		8,000				
HA WIDE	A/E FEES	1430		150,000				
HA WIDE	SITE IMPROVEMENTS: SIDEWALK REPAIRS, SOD, TREE/SHRUB, LANDSCAPING, CURBS, PARKING, DRAINAGE	1450		150,000				
AL 54-002 CARVER HMS	RENOVATIONS: PARTITIONS, STORAGE, CLOSETS, DOORS, FLOORING, PLUMBING, CARPENTRY, HVAC, ELECT'L, KITCHENS, BATHS	1460	13	387,000				
Al 54-002 CARVER HMS	EXTERIOR RENOVATIONS: SIDING, ROOFS, WINDOWS, DOORS, PORCHES	1460	13	155,017				
PHA WIDE	STOVES	1465.1	30	8,250				
PHA WIDE	REFRIGERATORS	1465.1	30	13,500				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: FLORENCE HOUSING AUTHORITY		**Grant Type and Number** Capital Fund Program Grant No: AL09P054502-01 Replacement Housing Factor Grant No:				**Federal FY of Grant:** 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
AL 54-002 CARVER HMS	RELOCATION	1495.1	13	13,000				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: FLORENCE HOUSING AUTHORITY	**Grant Type and Number** Capital Fund Program No: AL09P054502-01 Replacement Housing Factor No:	**Federal FY of Grant:** 2001

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA WIDE	3/31/03			9/30/04			
AL 054-002 CARVER HOMES	3/31/03			9/30/04			

ATTACHMENT "C"

Capital Fund Program Five-Year Action Plan
Part I: Summary

PHA Name FLORENCE HOUSING AUTHORITY				☒ **Original 5-Year Plan** ☐ **Revision No:**	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2002 PHA FY: 2002	Work Statement for Year 3 FFY Grant: 2003 PHA FY: 2003	Work Statement for Year 4 FFY Grant: 2004 PHA FY: 2004	Work Statement for Year 5 FFY Grant: 2005 PHA FY: 2005
	Annual Statement				
PHA WIDE		567,750	567,750	567,750	627,767
AL 54-002, CARVER HMS		585,017	585,017		
AL 54-004 MAGNOLIA I				125,000	
AL 54-007, MAGNOLIA II				125,000	
AL 54-005, CARVER HEIGHTS				335,017	
AL 54-003, HANDY HOMES					275,000
AL 54-001, CHERRY HILL					250,000
CFP Funds Listed for 5-year planning		1,152,767	1,152,767	1,152,767	1,152,767
Replacement Housing Factor Funds					

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year :2 FFY Grant: 2002 PHA FY: 2002			Activities for Year: 3 FFY Grant: 2003 PHA FY: 2003		
	Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
See	PHA WIDE	OPERATIONS	60,000	PHA WIDE	OPERATIONS	60,000
Annual	PHA WIDE	SECURITY	100,000	PHA WIDE	SECURITY	100,000
Statement	PHA WIDE	STAFF TRAINING	15,000	PHA WIDE	STAFF TRAINING	15,000
	PHA WIDE	ADMIN	90,000	PHA WIDE	ADMIN	90,000
	PHA WIDE	AUDIT	3,000	PHA WIDE	AUDIT	3,000
	PHA WIDE	CONSULTANT	8,000	PHA WIDE	CONSULTANT	8,000
	PHA WIDE	A/E FEES	70,000	PHA WIDE	A/E FEES	70,000
	PHA WIDE	STOVES	8,250	PHA WIDE	STOVES	8,250
	PHA WIDE	REFRIGERATORS	13,500	PHA WIDE	REFRIGERATORS	13,500
	PHA WIDE	SITE IMPROVE: SOD, SIDEWALKS, CURBS, PARKING, LANDSCAPING, DRAINAGE IMPROVEMENTS	200,000	PHA WIDE	SITE IMPROVE: SOD, SIDEWALKS, CURBS, PARKING, LAND-SCAPING, DRAINAGE IMPROVEMENTS	200,000
	54-2, CARVER HOMES	INTERIOR RENOVATIONS: PAINT, PLUMBING, ELECT'L, FLOORING CARPENTRY, KITCHENS, BATHS, DOORS	387,000	54-2, CARVER HOMES	INTERIOR RENOVATIONS: PAINT, PLUMBING, ELECT'L, FLOORING CARPENTRY, KITCHENS, BATHS, DOORS	387,000
	54-2, CARVER HOMES	EXTERIOR RENOV: FACIA, SOFFIT, SIDING, PORCHES, WINDOWS, DOORS, SHUTTERS, ROOFS	185,017	54-2, CARVER HOMES	EXTERIOR RENOV: FACIA, SOFFIT, SIDING, PORCHES, WINDOWS, DOORS, SHUTTERS, ROOFS	185,017

	54-2, CARVER HOMES	RELOCATION	13,000	54-2, CARVER HOMES	RELOCATION	13,000
		Total CFP Estimated Cost	$1,1562,767			$1,152,767

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year :4 FFY Grant: 2004 PHA FY: 2004			Activities for Year: 5 FFY Grant: 2005 PHA FY: 2005		
Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
PHA WIDE	OPERATIONS	60,000	PHA WIDE	OPERATIONS	60,000
PHA WIDE	SECURITY	100,000	PHA WIDE	SECURITY	100,000
PHA WIDE	STAFF TRAINING	15,000	PHA WIDE	STAFF TRAINING	15,000
PHA WIDE	ADMIN	90,000	PHA WIDE	ADMIN	90,000
PHA WIDE	AUDIT	3,000	PHA WIDE	AUDIT	3,000
PHA WIDE	CONSULTANT	8,000	PHA WIDE	CONSULTANT	8,000
PHA WIDE	A/E FEES	70,000	PHA WIDE	A/E FEES	70,000
PHA WIDE	STOVES	8,250	PHA WIDE	STOVES	8,250
PHA WIDE	REFRIGERATORS	13,500	PHA WIDE	REFRIGERATORS	13,500
PHA WIDE	SITE IMPROVE: SOD, LANDSCAPING, SIDEWALKS, PARKING, CURBS, DRAINAGE IMPROVEMENTS	200,000	PHA WIDE	SITE IMPROVE: SOD, LANDSCAPING, SIDEWALKS, PARKING, CURBS, DRAINAGE IMPROVEMENTS	200,000
54-4, MAGNOLIA I	INTERIOR RENOV: HVAC, WATER DIST., LOBBY, ELEVATORS,	75,000	PHA WIDE	WATER/SEWER DISTRIBUTION	60,017
54-4, MAGNOLIA I	EXTERIOR RENOV: SIDING, PORCHES, WINDOWS, FLOORING, DOORS	50,000	54-001, CHERRY HILL	INTERIOR RENOV: PAINT, PLUMBING, ELECT'L, CARPENTRY, KITCHENS, BATHS, FLOORS, DOORS	75,000

54-7, MAGNOLIA II	INTERIOR RENOV: HVAC, WATER DIST., LOBBY, ELEVATORS, PAINT, FLOORING, DOORS, KITCHENS, BATHS	75,000	54-001, CHERRY HILL	EXTERIOR RENOV: FACIA, SOFFIT, SIDING, PORCHES, WINDOWS, DOORS	175,000
54-7, MAGNOLIA II	EXTERIOR RENOV: SIDING, PORCHES, DOORS, WINDOWS	50,000	54-003, HANDY HOMES	INTERIOR RENOV: PAINT, PLUMBING, ELECTRICAL, CARPENTRY, KITCHENS, BATHS, FLOORING, DOORS	200,000
54-5, CARVER HEIGHTS	INTERIOR RENOV: PAINT, PLUMBING, CARPENTRY, ELEC'L, KITCHENS, BATHS, FLOORING, DOORS	235,017	54-003, HANDY HOMES	EXTERIOR RENOV: FACIA, SOFFIT, SIDING, PORCHES, WINDOWS, DOORS, SHUTTERS, ROOFS	75,000
54-5, CARVER HEIGHTS	EXTERIOR RENOV: FACIA, SOFFIT, ROOFS, SIDING, PORCHES, DOORS, WINDOWS	100,000			
	Total CFP Estimated Cost	$1,152,767			$1,152,767

ATTACHMENT "D"

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 $163,385.00

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

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

The program of Florence Housing Authority will combine prevention, intervention and a comprehensive security approach to combat the problem of drugs and drug-related crime in public housing communities. The program will include community police, four Boys and Girls Club programs, resident programs, youth sports programs, child development center programs, an elderly empowerment program - including arts and crafts, a volunteer service program and a youth intervention program. These programs will make the public housing communities more livable, put in place the mechanisms for future increases in safety, lowering crime rates and defeating drugs, and assist in all aspects of moving from welfare to work.

E. Target Areas

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

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Cherry Hill Homes	176	423
Carver Homes	75	152
Handy Homes	50	103
Carver Heights	150	360

F. Duration of Program

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

6 Months_____ 12 Months_____ 18 Months_____ 24 Months_X_____ Other _____

HUD 50075—PHDEP Plan
OMB Approval No: 25577-0226
Expires: 03/31/2002

G. PHDEP Program History

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

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995	198,000.00	AL09DEP054195	0	GE	Completed
FY 1996	Not funded				
FY 1997	198,000.00	AL09DEP054197	0		Completed
FY1998	197,700.00	AL09DEP054198	0		Completed
FY 1999	146,260.00	AL09DEP054199	51,553.93		01/31/02
FY 2000	152,433.00	AL09DEP0540100	152,433.00		12/31/02

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

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

The broad goals and objectives are to reduce crime and provide welfare to work components involving all ages. Four Community Police Officers provide the safety element, West Way Child Development Center provides computer training and child care, Boys and Girls Clubs of Northwest Alabama provides tutoring and after school care, Senior Program provides activities and mentoring and sports are provided by Florence Parks and Recreation Department. Each partner is required to maintain up-to-date statistics based on the drug grant reporting criteria with periodical reviews by the Authority.

B. PHDEP Budget Summary

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

FY 2001 PHDEP Budget Summary	
Budget Line Item	**Total Funding**
9110 - Reimbursement of Law Enforcement	37,794.41
9120 - Security Personnel	0
9130 - Employment of Investigators	0
9140 - Voluntary Tenant Patrol	0
9150 - Physical Improvements	0
9160 - Drug Prevention	77,219.39
9170 - Drug Intervention	45,371.20
9180 - Drug Treatment	0
9190 - Other Program Costs	3,000.00
TOTAL PHDEP FUNDING	163,385.00

C. PHDEP Plan Goals and Activities

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

9110 - Reimbursement of Law Enforcement					**Total PHDEP Funding: $37,794.41**		
Goal(s)	Reduce part 1 and part 2 crime by 3%.						
Objectives	To reduce crime and increase quality of life.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/ Source)	Performance Indicators
1. Community Police Officers			1/01/02	12/31/03	37,794.41	127,880.89 CGP, PHDEP	Reductions in number of police calls & arrests for criminal activities.
2.							
3.							

9120 - Security Personnel					**Total PHDEP Funding: $**		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

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

9140 - Voluntary Tenant Patrol	**Total PHDEP Funding: $**

Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 - Physical Improvements						**Total PHDEP Funding: $**	
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9160 - Drug Prevention **1) West Way Child Development Center** **2) Boys and Girls Clubs of Northwest Alabama**						**Total PHDEP Funding: $77,219.39**	
Goal(s)	1) Increase use of Welfare to Work computer labs. 2) Increase member participation in core areas.						
Objectives	1) To provide computer access for child care teachers, parents, and children. 2) To provide educational programs for high-risk youth.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Computer Program		Low-income children and parents	1/01/02	12/31/03	43,618.28	0	Increase use by 3%.
2. Core Areas		High-risk youth	1/01/02	12/31/03	33,601.11	0	Increase participation by 3%.
3.							

9170 - Drug Intervention **1) Senior Service Center** **2) Sports Programs**						**Total PHDEP Funding: $45,371.20**	
Goal(s)	1) To maintain a resident organization in Public Housing. 2) To maintain participation in sports leagues.						
Objectives	1) To provide programs and receive input from residents. 2) To provide requested athletic leagues.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Senior Services	250	Senior Public Housing Residents	1/01/02	12/31/03	21,039.00	0	Maintain number served by program.

2. Recreational Programs	250	Public Housing Residents	1/01/02	12/31/03	24,332.20	0	Maintain number served by program.
3.							

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

9190 - Other Program Costs					**Total PHDEP Funds: $3,000.00**		
Goal(s)	Complete required resident survey by 12/20/00.						
Objectives	To ascertain resident opinion of the effectiveness of the Authority's PHDEP.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Resident Survey			11/1/02	12/15/03	3,000.00	0	Complete survey according to HUD regulation.
2.							
3.							

Section 3: Expenditure/Obligation Milestones

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

Budget Line Item #	**25% Expenditure of Total Grant Funds By Activity #**	**Total PHDEP Funding Expended (sum of the activities)**	**50% Obligation of Total Grant Funds by Activity #**	**Total PHDEP Funding Obligated (sum of the activities)**
e.g Budget Line Item # 9120	*Activities 1, 3*		*Activity 2*	
9110	Activity 1	9,448.60	Activity 1	18,897.21
9120		0.00		0.00
9130		0.00		0.00
9140		0.00		0.00
9150		0.00		0.00
9160	Activity 1,2	19,304.85	Activity 1,2	38,609.70
9170	Activity 1,2	11,342.80	Activity 1,2	22,685.60

9180		0.00		0.00
9190	Activity 1	750.00	Activity 1	1,500.00
TOTAL		$40,846.25		$81,692.51

Section 4: Certifications

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

ATTACHMENT "E"

Florence Housing Authority
Public Housing Assessment System
Resident Service and Satisfaction Survey
Safety Follow-up Plan

The Authority's goal is to increase safety, as well as the feeling of safety, for all residents, as well as address the concerns contained in the HUD Resident Service and Satisfaction Survey. This plan shall detail steps and efforts planned or taken by the Authority to provide safe living conditions for all residents. In addition, this plan reinforces the Authority's commitment to safety and its desire to improve and increase the level of safety in and around all Public Housing communities in the City of Florence.

The Safety Follow-up Plan consist of the following actions and directives:

1) Continue to contract with the City of Florence for the services of four (4) sworn police officers to serve as Public Housing Community Police Officers. Their coverage area shall be in and around the Public Housing properties owned and managed by Florence Housing Authority.

2) The Authority shall provide two (2) police substations. One is in Cherry Hill Homes Central Maintenance Office (Building 452) and the second is in Carver Homes in a former project office (Building 1106).

3) The Community Police Officers shall meet with the Director of Housing Operations at a minimum of once per week to review all safety concerns, as well as resident problems that require police interdiction. The Executive Director and City of Florence Chief of Police will meet on an as-needed basis.

4) The Authority will make available to the City of Florence Police Department and interagency drug units requested vacant units in order to facilitate surveillance and pursuit. In addition, the Authority will provide meeting rooms for the Florence Police Department for programs such as Neighborhood Watch and Senior Citizens safety concerns.

5) The Authority shall involve the Community Police Officers in the development of the annual HUD Drug Elimination Grant, as well as any other grant that involves safety. In addition, the implementation schedule of the grants will be coordinated with the Community Police Officers.

6) The Authority will request input from the Community Police Officers as the Capital Fund Program is developed annually. Their involvement will particularly be requested during the physical needs assessment process.

7) Florence Housing Authority through its Community Police Program will cooperate with federal law enforcement efforts including weapon and drug sweeps after proper legal authority has been proven to the Authority's satisfaction.

8) The Public Housing Community Police Officers will provide counseling to youth at the Boys and Girls Clubs of Northwest Alabama and West Way Child Development Center on an as-needed basis and assist the Florence Parks and Recreation Department when sports leagues are operating.

9) The Community Police Officers will provide personal safety courses and institute neighborhood watch programs in Public Housing communities. Feedback from residents on the effectiveness of the programs will be requested on an informal basis.

The Authority will take the following actions:

1) Report all criminal activity to Florence Police Department.
2) Ensure policies and procedures are in place for tracking crime and crime-related activities that demonstrate that crime and crime-related problems are being tracked by development.
3) Institute a resident screening process that denies housing admission to those individuals who do not meet the legal criteria established by HUD or Florence Housing Authority Board of Commissioners.
4) Add and enforce Public Housing lease provisions that define safe behavior for residents with the correct level of repercussions for violating policy.
5) Add additional lighting where needed, and periodically check all outdoor security lights to make sure they are working.
6) Check during scheduled inspections all locks and outside doors to assure they are not in disrepair, and repair all locks that are damaged.
7) Provide children and teenagers a place to play. Build and/or maintain neighborhood playgrounds, and basketball courts. Continue youth programs to discourage crime.
8) Offer a course on basic home safety to residents.
9) Provide information on preventative drug-related services to residents, such as:
  a) Preventative drug education
  b) Referral sources for drug treatment programs
10) Work resident groups in the implementation of drug elimination grants.

ATTACHMENT "E"

Florence Housing Authority
Public Housing Assessment System
Resident Service and Satisfaction Survey
Neighborhood Appearance Follow-up Plan

Florence Housing Authority's goal is to better maintain its Public Housing communities and enhance all residents quality of life through proper maintenance, preventive maintenance and capital improvements. The Authority will strive to make its developments compliment the surrounding communities and unsure that there is not a clear line that defines the borders of Public Housing due to perpetual problems, such as litter, broken glass and vandalism. The Authority has in place a process for residents to contact the maintenance department for work orders or to report common area repairs. Residents will be involved if new solutions are needed for existing and/or long term problems. The Authority's management has a strong commitment to responding in a timely and professional manner to appearance problems in all Public Housing communities.

The following outlines actions and efforts to be initiated by the Authority:

1) Communicate with impacted Public Housing residents either in resident meetings or individually regarding their concerns and perceptions of their Public Housing neighborhood's appearance. It is the goal of the Authority to improve the problems identified by the residents so as to increase their satisfaction with their living environment and the management of the Authority's operation.
2) Implement a system for dealing with vacant apartments.
3) Exterminate pests regularly and on an as-needed basis.
4) Implement weekly trash days on which large items can be picked up.
5) Be proactive about improving the appearance of the Public Housing neighborhoods. Do an assessment (at least visual) of each community on a regular basis. Involve Public Housing administrative and maintenance staff in the inspection process.
6) Encourage resident reporting of problem areas. Enforce all related lease provisions, which concern maintaining clean yards, vandalism, graffiti and objects on porches.
7) Eliminate graffiti within 24 hours of report to the Authority's Work Center Coordinator.

ATTACHMENT "E"

Florence Housing Authority
Public Housing Assessment System
Resident Service and Satisfaction Survey
Communication Follow-up Plan

Florence Housing Authority's goal is to advance its communication with its residents by targeting multiple avenues to disseminate information. The Authority will also address the concerns contained in the HUD Resident Service and Satisfaction Survey. This plan shall detail steps and efforts planned or taken by the Authority to increase successful communication between the staff and residents. In addition, this plan reinforces and underscores the Authority's commitment to better, consistent and advanced communication with its residents and increase the quality of life of all residents in all Public Housing communities in the City of Florence.

The Communication Follow-up Plan consists of the following actions and directives:

1. The Authority currently publishes a newsletter, which it will work to improve and better circulate. It is published quarterly and is professionally prepared by a local public relations firm.
2. The Authority will plan and work to improve its elderly services monthly calendar of events, which is distributed through the Authority's Senior Services program and its Section 8 participants and Section 8 landlord newsletters.
3. The Authority has developed two (2) videos. One that is used for public education concerning what the Authority has to offer the local community and one used to educate Public Housing applicants of the rules and regulations that apply to all tenants of the Authority. These will be updated and expanded after a critique of what they are designed to cover versus what they actually cover. This procedure will be followed concerning all of the Authority's brochures.
4. More resident meetings will be scheduled at convenient times and places. The Resident Delegate to the Board of Commissioners will be asked to convene the meeting to increase interest and attendance.
5. Additional and clearer announcements will be posted on the Authority's bulletin boards in its housing, as well as the central office. Most will be close to copying machines in the event an interested party would like to have a copy.
6. The Authority will increase its maintenance oversight to ensure clear and proper notices are left in apartments after maintenance repairs. In addition, clearer and more precise descriptions of maintenance charges will be included with maintenance charge bills. This should clear up a lot of unnecessary confusion and discontinue surprises at monthly rent paying time.
7. Rent notices and receipts will be reviewed for clarity and correctness. All notices dealing with payments to the Authority by residents will be reviewed in regards to the time allotted for response and payment.

8. In all of the Authority's written materials, it will encourage the making of suggestions. This policy will also be followed in all resident meetings when staff is present.
9. More residents will be added to the Authority's Agency Plan Resident Advisory Board. Also, residents will be rotated annually to allow as many as possible to participate.
10. The Public Housing Police Officers will visit each new resident and explain how to contact them when needed. The officers will provide cards and phone numbers of both substations to expedite communication with the officers.
11. The Authority will serve as a distribution center to its residents on behalf of area non-profit corporations and public entities. This will include, but not limited to: Head Start and public school registration information, Boys and Girls Clubs and West Way Child Development Center's recruitment materials, and information on helpful services that residents can obtain, which will assist them to become self-sufficient. Also, information on all sports leagues and instruction for all ages will be hand-delivered to all households.

These additions and upgrades should substantially address the communication deficiency unearthed in the PHAS Resident Service and Satisfaction Survey. As needs arise in the area of communication, Florence Housing Authority pledges to address them in an efficient and comprehensive manner.

ATTACHMENT "F"

Definition of "Substantial Deviation" and "Significant Amendment or Modification"

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

ATTACHMENT "H"
RESIDENT BOARD MEMBER UPDATE

Florence Housing Authority informed City of Florence Mayor Eddie Frost on May 3, 2000 in writing of the requirement under Section 505 of the Quality Housing and Work Responsibility Act of 1998, more particularly described as 24 CFR Part 964. This set forth the required resident membership on the Board of Commissioners. Joyce M. Malone was selected as the Resident Delegate and was approved for such designation by Mayor Frost, after being personally interviewed by the Mayor on June 30, 2000. Ms. Malone is a Public Housing resident and has lived in Authority managed and owned Public Housing since March 6, 1998. Ms. Malone began attending meetings on June 30, 2000 and has been a great asset to the Board, because of her insights and perspectives. Ms. Malone has been very active in the Authority's Senior Services program and has family members living in other apartments in the Authority's Public Housing developments.

ATTACHMENT "I"

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name:	Grant Type and Number CGP: AL09P054708	Federal FY of Grant:
FLORENCE HOUSING AUTHORITY	Capital Fund Program Grant No: Replacement Housing Factor Grant No:	1999

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 3/31/01 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	150,000.00		150,000.00	80,849.77
4	1410 Administration	97,000.00		97,000.00	90,340.93
5	1411 Audit	1,500.00		1,500.00	525.00
6	1415 Liquidated Damages				
7	1430 Fees and Costs	50,000.00		50,000.00	52,991.50
8	1440 Site Acquisition				
9	1450 Site Improvement	10,000.00		10,000.00	
10	1460 Dwelling Structures	669,479.00		669,479.00	490,809.39
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	977,979.00		977,979.00	715,516.59
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: FLORENCE HOUSING AUTHORITY	Grant Type and Number CGP: AL09P054708 Capital Fund Program Grant No: Replacement Housing Factor Grant No:	Federal FY of Grant: 1999

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 3/31/01 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Florence Housing Authority		**Grant Type and Number CGP: AL09P054708** Capital Fund Program Grant No: Replacement Housing Factor Grant No:				**Federal FY of Grant:** 1999		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA WIDE	SECURITY	1408		100,000		100,000	53,315.77	
	STAFF TRAINING	1408		10,000		10,000	10,000.00	
	COMPUTER SOFTWARE/ HARDWARE UPGRADES	1408		40,000		40,000	17,534.00	
	ADMINISTRATION	1410		97,000		97,000	90,340.93	
	AUDIT	1411		1,500		1,500	525.00	
	APP. FEES/CONSULTANT	1430		6,000		6,000	6,000.00	
	A/E FEES	1430		44,000		44,000	46,991.50	
	SUB TOTAL			**298,500**		**298,500**	**224,707.20**	
AL 054-1	RENOVATE INTERIORS	1460	15	45,000		45,000	0	
CHERRY HILL	**SUB TOTAL**			**45,000**		**45,000**	**0**	
AL 054-2	INSTALL HVAC	1460		328,578		328,578	286,510.09	
CARVER HMS	**SUB TOTAL**			**328,578**		**328,578**	**286,510.09**	
AL 054-3	INSTALL HVAC	1460		219,119		219,119	204,299.30	
HANDY HMS	**SUB TOTAL**			**219,119**		**219,119**	**204,299.30**	
AL 054-5 CARVER HTS	SITE IMPROVEMENTS/ LANDSCAPING/TREE TRIMMING	1450		10,000		10,000	0	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Florence Housing Authority		**Grant Type and Number CGP: AL09P054708** Capital Fund Program Grant No: Replacement Housing Factor Grant No:				**Federal FY of Grant:** 1999		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	INTERIOR RENOVATIONS / CONVERT 4 "0" BR UNITS TO "1" BR UNITS, REPLACE CABINETS, STOVE HOODS, GREASE SHIELDS, BATH TUB & LABATORY FAUCETS, BATH LIGHT FIXTURES, BATH FLOORING, MEDICINE & UTILITY CABINETS, INSTALL DRYER CONNECTIONS, INSTALL FIRE WALLS	1460	20	76,782		76,782	0	
	SUB TOTAL			**86,782**		**86,782**	**0**	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: FLORENCE HOUSING AUTHORITY	**Grant Type and Number CGP: AL09P054708** Capital Fund Program No: Replacement Housing Factor No:	**Federal FY of Grant:** 1999

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA WIDE	3/31/01			9/30/01			
AL 054-1							
CHERRY HILL	3/31/01			9/30/02			
AL 054-2							
CARVER HOMES	3/31/01			9/30/02			
AL 054-3							
HANDY HOMES	3/31/01			9/30/02			
AL 054-5							
CARVER HEIGHTS	3/31/01			9/30/02			

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name:	Grant Type and Number	Federal FY of Grant:
FLORENCE HOUSING AUTHORITY	Capital Fund Program Grant No: AL09P054501-00 Replacement Housing Factor Grant No:	2000

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 3/31/01 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	110,000		60,000	0
4	1410 Administration	90,000		90,000	0
5	1411 Audit	2,000		0	0
6	1415 Liquidated Damages				
7	1430 Fees and Costs	158,000		150,000	0
8	1440 Site Acquisition				
9	1450 Site Improvement	272,958		0	0
10	1460 Dwelling Structures	436,863		218,615	166,284.32
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	60,000		60,000	0
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	1,129,821		578,615	166,284.32
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name:	Grant Type and Number	Federal FY of Grant:
FLORENCE HOUSING AUTHORITY	Capital Fund Program Grant No: AL09P054501-00 Replacement Housing Factor Grant No:	2000

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☐ Revised Annual Statement (revision no:)
☒ Performance and Evaluation Report for Period Ending: 3/31/01 ☐ Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHA Name: Florence Housing Authority		Grant Type and Number Capital Fund Program Grant No: AL09P054501-00 Replacement Housing Factor Grant No:				Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA WIDE	SECURITY	1408		100,000		50,000	0	
	STAFF TRAINING	1408		10,000		10,000	0	
	ADMINISTRATION	1410		90,000		90,000	0	
	AUDIT	1411		2,000		0	0	
	APP. FEES/CONSULTANT	1430		8,000		0	0	
	A/E FEES	1430		150,000		150,000	0	
	SITE IMPROVEMENT	1450		272,958		0	0	
	ATTIC INSULATION	1460		261,863		218,615	166,284.32	
	SUB TOTAL			**894,821**		**518,615**	**166,284.32**	
AL 054-4	LOBBY RENOVATION	1470		30,000		30,000	0	
MAGNOLIA	**SUB TOTAL**			**30,000**		**30,000**	**0**	
GARDENS I								
AL 054-5	REPLACE ROOFS	1460		175,000		0	0	
CARVER HTS	**SUB TOTAL**			**175,000**		**0**	**0**	
AL 054-7	LOBBY RENOVATIONS	1470		30,000		30,000	0	
MAGNOLIA								
GARDENS II	**SUB TOTAL**			**30,000**		**30,000**	**0**	

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: FLORENCE HOUSIN AUTHORITY	**Grant Type and Number** Capital Fund Program No: AL09P054501-00 Replacement Housing Factor No:	**Federal FY of Grant:** 2000

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
PHA WIDE	3/31/02			9/30/03			
AL 054-4	3/31/02			9/30/03			
MAGNOLIA GDN I							
AL 054-5	3/31/02			9/30/03			
CARVER HEIGHTS							
AL 054-7	3/31/02			9/30/03			
MAGNOLIA GDN II							

ATTACHMENT "J"

PROGRESS STATEMENT ON PHA GOALS

1. The PHA established the goal to reduce vacancies by 2% annually. This goal has been met as vacancies actually reduced by 22% over the past year.

2. The PHA has established the goal to increase the supply of housing by the year of 2004 if there is a proven need. Currently the housing need is being satisfied with the existing inventory, however, this situation will be monitored closely by the PHA in accordance with future trends for additional housing needs.

3. The PHA established the goal to improve the PHAs score. Last year the PHAs score was 93.3, this year the score was 92.7. While the PHA did not meet this goal, efforts will be implemented for the coming year to meet this goal.

4. The PHA established the goal to improve the SEMAP score. As of this date, the PHA has not received a SEMAP score.

5. This PHA established the goal of having units compatible with private market rentals by the year 2004. With the use of Capital Fund and CGP funds the PHA is on schedule meeting this goal.

6. The PHA established a goal to increase the average income of residents 2% annually. Over the past year, the average income increased by 7% which exceeded this goal.

7. The PHA established the goal to continue PHDEP efforts, hire police officers, and screen applicants. The PHA is meeting the requirements of this goal.

8. The PHA established the goal to maintain Magnolia Gardens I and II and Carver Heights Elderly Building as elderly housing. The PHA is meeting the requirements of this goal.

9. The PHA established the goal to increase the number of employed residents by 2% annually. Last year the PHA had 135 working residents currently there are 119 working residents. While the PHA did not meet this goal efforts will be made in the coming year to meet this goal.

10. The PHA established the goal to maintain 50 families in the FSS Program, provide funding to the West Way Child Development Center and the Boys and Girls Clubs of Northwest Alabama. This goal is being met.

11. The PHA established the goal to provide services for elderly families through senior services and PHDEP. The PHA is meeting this goal.

12. The PHA established the goal to setup computer laboratories in public housing communities. The PHA is meeting this goal.

13. The PHA established the goal to continue the policy to assure affirmative equal access for all applicants. The PHA is meeting this goal.

14. The PHA established the goal to make handicapped modifications to units exceeding 504 requirements based on individual need. The PHA is meeting this goal.